

**Minutes
Drafting Committee
Charter Review Commission**

**Monday, January 9, 2017 at 5:30pm
Office of the City Engineer
474 Broadway
Saratoga Springs, NY 12866**

I. Call to order

Present: Chairman Matt Jones, Pat Kane, Beth Wurtmann,

*Also attending: Chairman Turner, Assistant City Attorney Izzo, and
Commission members Chodos and Thomas*

II. Assignment of minutes

Chairman Jones was assigned to take the minutes.

III. Approval of minutes of November 22, 2016 and December 8, 2016

*Upon motion of Mr. Kane and seconded by Ms. Wurtmann, the minutes
were approved 3-0.*

**IV. Scope of work to be completed by February 1 per Commission
resolution**

*Jeff Altamari and Pat Kane will attempt to extract administrative
provisions from the Charter and produce a draft for review by the
Committee. Each Committee member will flag significant Charter issues
to be reported to the Commission.*

V. Review Assistant City Attorney Izzo memorandum

*Assistant City Attorney Izzo reviewed Municipal Home Rule Law Sections
23 and 24 with the Committee.*

VI. Additional interviews to be conducted

*Additional interviews – interviews will be deferred until the completion
of the task for submission to the Commission on February 1. The*

Committee reviewed a list of possible interviewees who may be considered at a later date.

VII. Methodology we will employ

- i. Use of large screen**
- ii. Use of “track changes”**
- iii. Identification of changed categories**

VIII. Identify topics for next agenda

IX. Adjourn

Motion to adjourn by Ms. Wurtmann, seconded by Mr. Kane and carried unanimously at 6:45.