



Lowell City Council

Rules SC Minutes

Michael Q. Geary
City Clerk

Date: May 19, 2026
Time: 5:30 PM
Location Council Chamber, 375 Merrimack St., City Hall / Zoom (Hybrid)

PRESENT:

Present on Roll Call were Chairman Juran, C. McDonough and C. Scott. Also, present City Solicitor Corey Williams and Asst. City Solicitor Olivia Paulson-Hart.

MEETING CALLED TO ORDER:

Chairman Juran called the meeting to order noting the attendance and topics for discussion regarding boards and commissions, open meeting law and public participation.

ORDER OF BUSINESS:

C. Juran began the discussion regarding boards and commissions. Atty. Williams provided an overview of the boards and commissions and commented on current project fine tuning and updating mission statements and procedures by way of producing a handbook. Atty. Williams noted usual issues are with drafting agendas and minutes and that book could be brought forward to be used by the boards and commissions. C. Juran noted that there were different types of boards which include legislative and those created by ordinance. Atty. Williams outlined the differences. C. Juran questioned if simple advisory boards are subject to open meeting law regulations. Atty. Williams indicated that any public body who deliberates are subject to those regulations. C. Scott commented on subcommittee referrals from City Council. C. Scott questioned how legal assistance are provided to the boards and commissions. Atty. Williams noted most legal services are provided by his department. C. Juran questioned the production of minutes and that training should be afforded to the boards and commissions. Atty. Williams suggested a member of the board or commission could be designated for that and that they should be electronic and that all members should be subject to uniform rules and regulations. C. McDonough noted challenges with members of boards and commissions and that they should be provided with a quick cheat sheet as the Council gets. C. Juran questioned if boards and commissions follow Council Rules. Atty. Williams noted that there is no regulation for that, but it is used



sometimes as a default. C. McDonough questioned residency requirement for some boards. C. McDonough noted rules could be established based off Council Rules.

C. Juran began discussion regarding transparency and public participation. C. Scott noted the need to have all documents available for review with easy access so public can be fully informed. C. McDonough noted all board members should have access to documents. C. Juran commented on the use of agenda center resources. C. McDonough suggested a different order of items on Council agenda to facilitate participation in the meeting. Atty. Williams suggested executive session could be moved to front of the agenda. **Motion** by C. McDonough, seconded by C. Scott to request City Manager have proper department revise order of items on Council agenda. So voted. Atty. Williams noted need for final Council approval per public hearing.

ADJOURNMENT:

Motion "To Adjourn" and continue by C. McDonough, seconded by C. Scott. So voted. Meeting adjourned at 6:25 PM.

Michael Q. Geary, City Clerk
