



Lowell City Council

Rules SC Minutes

Michael Q. Geary
City Clerk

Date: August 18, 2026
Time: 6:00 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 was Atty. Garrett Beaulieu (1st Ass. City Solicitor).

MEETING CALLED TO ORDER:

Chairman Juran called the meeting to order noting the attendance and topics for discussion regarding review and discussion of scheduling of subcommittees and review of City Council Rulers.

ORDER OF BUSINESS:

C. Juran noted the Council Rules and requested updated version be available and further noted the process to amend these rules. The following rules were reviewed by the subcommittee.

Rule 1 – C. Juran noted there was still an open question regarding selection of the Mayor. Atty. Beaulieu did not have any updates regarding that process. C. Juran noted some punctuation errors that she would address separately.

Rule 2 – C. Juran commented on the vacancy process regarding the mayor, vice mayor and councilors. C. Juran noted different processes and references to statutes. Atty. Beaulieu noted the unlikely event, but that they could develop a process for it. C. McDonough noted some issues with replacing members of the body.

Rule 3 – C. Juran noted problem with seating not being able to face the public. C. McDonough commented on the tight space in the chamber and that not facing the public is an issue.

Rule 4 – C. Juran noted that lobby should be defined in the rule.

Rule 5 – C. Juran noted the current schedule of the meetings and questioned why September was part of the summer schedule. C. Juran noted motion by C. Rourke to create a pilot program regarding time of council meetings and redefining



subcommittees. C. McDonough noted Cambridge and Worcester council rules regarding start time for meetings and that the City may look to do same for an earlier start. Atty. Beaulieu noted start time could be amended and that current language in the rule may allow that. C. Scott noted current start time is done to accommodate subcommittee meeting and that current language would give you the choice to start meeting at a different time. C. McDonough commented that there could be specific language included but also inform of the possible option. C. Scott noted earlier start would make sense for the summer schedule. C. Juran commented on the ending time of the meetings. C. Juran questioned if texting would be considered electronic means. Atty. Beaulieu noted that texting would be a form of electronic communication.

Rule 5A- C. Juran commented on the timing of subcommittees. C. Scott noted that if subcommittees are done during the day there must be a vote to allow that. C. Juran commented on possible issues with LTC coverage of the subcommittee meetings. C. Juran noted subcommittee meetings can be held in spaces other than the chamber.

Rule 6 – C. Juran commented on the language to be for five members needed to call a meeting.

Rule 8 – C. Juran noted the current statute and that the presiding officer or chair can vote.

Rule 9 – C. Juran noted language and that the chair ruling should stand. C. Juran noted the language regarding a standing vote is not needed in the rule.

Rule 10 – C. Juran questioned rotation of vote and if inauguration is considered the first meeting. Atty. Beaulieu noted language specifying such could be added. C. Scott noted that the first meeting is the inauguration and that the vote rotates from there.

Rule 11 – C. Juran noted the language in the for motion to reconsider. C. McDonough suggested that the timing to do so should be shortened so that members have sufficient knowledge beforehand. Clerk noted that such notice can only be done by a member on the prevailing side.

Rule 12 – C. Juran noted section of rule which should only be used for emergency situations.

Rule 13 – C. Juran commented was not sure if rule was necessary. C. McDonough noted purpose of rule was to cover for language that was not specific for referring.

Rule 14 – C. McDonough noted Worcester rules which would govern when motions would not be needed on the floor. C. Scott noted rule should govern debate and the number of comments allowed on the floor, the goal being to streamline the meetings with better flow. Atty. Beaulieu noted that Robert Rules covers some procedures that



are customarily done by the body. C. McDonough suggested moving motions after communications section of the agenda, and if need to address certain motions that could be done under suspension of the rules. C. Juran noted need to be able to address motions earlier if needed. C. Juan noted communications from City Officers language in the rule can be deleted. C. McDonough commented on the possibility of having a consent agenda from the Manager which would be acted on in one manner with the ability of a member to remove an item from the consent agenda for discussion. C. Scott noted it was like bundling but before the meeting.

Rule 17 – C. Juran noted the number of times allowed to speak.

Rule 20 – C. Juran commented motions and the withdrawals and the need to clarify the language. C. Scott noted the need to understand what the results of withdrawing would be.

Rule 22 – C. McDonough noted the need to clarify the language regarding taking from the table.

Rule 24 – C. Juran commented on the reference to City Manager language. C. McDonough noted language must reflect references to the City Manager.

Rule 26 – C. Juran noted public meeting language has more contingencies. C. McDonough suggested that non-profits be included as part of the participants. C. Scott questioned who would be allowed regarding certain groups. C. Juran requested language be tied in together.

Rule 26A – C. Juran noted language must be consistent throughout the rules.

Rule 27 – C. Juran noted language surrounding second readings.

Rule 32 – Atty. Beaulieu noted suspension language that would need review.

Rule 34 – C. Juran noted the need to clarify language.

Rule 36 – C. Juran noted meeting of the whole is vague language. C. Scott noted it is like special meetings of the Council.

C. Juran moved to second item of the agenda, discussion of C. Rourke motion regarding subcommittees and council meetings. C. Juran noted more work should be referred to subcommittees and further noted the challenges to schedule same. C. Juran outlined C. Rourke motion which featured a pilot program to end of year regarding meeting being kept on a summer schedule along with different groupings of the many subcommittees. C. McDonough noted the focus should be on making the current meetings more efficient and not with scheduling. C. Scott noted procedures done on the school side and that all matters of the subcommittees must be referred by the full



body. C. McDonough commented that if meetings could be streamlined that could alleviate issues and that standing subcommittees may have some issues. C. Juran commented on the process for the chair to call the subcommittees. C. Scott noted changes to structure of meeting is needed not scheduling changes. C. Scott noted the full body need to discuss items not just subcommittees. C. Juran noted the need to updated subcommittees scheduling. C. McDonough suggested process to handle subcommittees which are not called. C. Juran provided summary of entire meeting and noted they would move forward with information. C. Scott requested redlined copy for proposed changes from Law Department.

ADJOURNMENT:

Motion "To Adjourn" and continue by C. McDonough, seconded by C. Scott. So voted. Meeting adjourned at 8:30 PM.

Michael Q. Geary, City Clerk
