

Agenda

City Council Orientation

December 11, 2023

City Hall, 45 Lyon Terrace

Wheeler Rooms A & B

at 5:30 p.m.

1. Welcome Message – Lydia N. Martinez, City Clerk
2. City Clerk’s Office Policy and Procedures – Frances Ortiz, Assistant City Clerk
3. City Council Duties and Operations – Aidee Nieves, Council President
Rep’d Presentation
4. Following Misc. Subjects – City Attorney’s Office
Pertinent Provisions of BPT City Charter and Code of Ordinances
Connecticut Freedom of Information Act (CT FOIA)
City Council Rules of Order & Robert’s Rules of Order
Public Records Retention Requirements
City’s Ethics Ordinance & Ethics Commission
City Council’s Authority - Exercised as a Body at Public Meetings
Other Relevant Subjects
5. City Financial and Stipend Use Information – Finance Director, Kenneth Flatto and
City Attorney’s Office
6. Questions and Answers