

PITKIN TOWN SPECIAL MEETING

December 12th 2018

7:00 p.m. at the Newcomb Community Center

AGENDA

Full and timely notice of this meeting was provided pursuant to C.R.S. 24-6-402(2)(c).

1. **Call to Order:** Mayor Rachel New called the meeting to order at 7:00pm. Trustees Angela Huckaby, John Rowan, Suzy Metzler and Cory Nasso were present. Minutes taken by Clerk Sara Gibb.

2. **For Council Action**:**

- Discuss and vote on response to CORA requests received 12/5/2018

The Town of Pitkin received a CORA request on for approximately 4,000 emails (attachments included). The Town is in no way equipped to fulfill a request of this magnitude, especially within the statutory time limit.

The requestor agreed to allow an additional 7 days to fulfill the request. Trustee Brad Wick suggested hiring an IT company in Gunnison to pull the emails from the server. The quote from this company is \$300. Clerk's time would be added to this cost, as well as shipping and purchase of a storage device. Clerk Sara Gibb would like to know if the Board would like to proceed with utilizing G&L's services.

Attorney Jim McDonald stated that not all the emails would be subject to disclosure. For example, attorney-client emails and work product would not be included. He listed additional information not subject to disclosure.

He suggests using G&L to reduce the transition time to make the request possible. Emails to be released should be reviewed by him prior to providing them to requestor.

He addressed accusations that there were efforts on the part of himself and the town clerk to not facilitate the request, stating that these were without merit.

In the future, he suggests the Town consider a retention policy.

Clerk Sara Gibb discussed the emails that would not be open to CORA, primarily work product emails.

Clerk Sara Gibb may need to ask the requestor about his preference on attachments. She will first need to ask G&L if the attachments will download with the emails.

There was discussion about updating the Town's CORA ordinance to better handle large requests in the future.

Motion to allow the Town Clerk the authority to complete this task made by Trustee Suzy Metzler. Seconded by Trustee Cory Nasso. Motion carried 4-0

Public comments: Chris Nasso, Lois Sharpton, Jesse Garetson

3. Adjourn

**Public comment to the Board of Trustees is encouraged. Public comments on agenda items will be taken by the Mayor before final action on the item is taken. Comments may be limited at the mayor's discretion*

***Any item on the agenda may be subject to an executive session*

If special accommodation or handicapped access is required, please contact the Town Clerk at thetownofpitkin@gmail.com or

(970)787-0968 at least 48 hours prior to the scheduled meeting