

Cape Elizabeth Town Council Workshop Agenda
Monday, December 5, 2011
7:30 p.m.
Cape Elizabeth Town Hall
William H. Jordan Conference Room

1. The 2012 Town Council will caucus to plan for the organization of the 2012 Town Council.
2. The Town Council Rules will be reviewed to determine if any changes are needed to be drafted for consideration on December 12th.
3. The Town Council will review the report of the Open Space and Greenbelt Management Committee.
4. The Town Council will begin the goal setting process for 2012.
5. Review Draft Meeting Schedule for 2012.
6. Review Draft Budget Schedule for FY 2013.

Article III Participation at Meetings and Conduct of Meetings

Section 1. Types of meetings. The Town Council meets in either business meeting format or workshop meeting format.

Section 2. Workshop Meetings The purpose of a workshop meeting is primarily for council dialogue involving reports and proposals from council members, committees and staff that may be considered at later Town Council meetings. The Town Council may give guidance to the chairman and to staff at workshop meetings but no decisions may be made that require formal votes. Prior to Town Council discussion on any item, members of the public may speak on each agenda item for not more than three minutes each and up to a total of 15 minutes. If there are more speakers than the time available, the chairman may allocate the speaking time in order to balance the debate. The public participation portion shall conclude when the Town Council begins its discussions.