

TOWN OF CAPE ELIZABETH MEETING AGENDA

MEETING: Appointments Committee
DATE: Thursday, December 17, 2015
TIME: 5:00 p.m.
PLACE: Jordan Conference Room, Town Hall

Welcome

Public Comment

Review Notes – October 20, 2015

Since the 10/20/2015 meeting a new Appointments Committee has been elected. Notes from the meeting will be provided to the new committee for informational purposes however there will not be a vote to approve the notes since a new committee has been elected.

Board Orientation

Determine the Purpose of Training

- a) Town Council Centric
- b) Review Board and Commission Expectations, Roles, and Responsibilities
- c) Other

Logistics

- Date: Wednesday, January 27 or Thursday, January 28 (no alternate date for inclement weather)
- Time: 6:30 p.m. Food 7:00 p.m. Training
- Place: Town Center Fire Station, Chamber, Lower Level Conference Room, School or Community Services
- Food/Refreshments
- Agenda
- Topics
- Speakers

Next Steps

Update the town council and public during reports and correspondence at the January 4th council meeting.

Public Comment

Adjournment

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Public Participation

The intent of this policy is to allow for public participation by interested parties and to provide for orderly committee deliberation.

Speaking on topics on the regular meeting agenda

After the public comment period has been opened, any person wishing to address the Appointments Committee shall signify a desire to speak by raising his or her hand. When recognized by the chair, the speaker shall give his or her name and address or name and local affiliation, if the affiliation is relevant, prior to making other comments. All remarks should be addressed to the Appointments Committee. Comments shall be limited to three minutes per person; however, the time may be extended by majority vote of the Appointments Committee members present. The time for public comments is limited to 15 minutes per agenda item. This time may be extended by a majority vote of the Appointments Committee members present. The chair may decline to recognize any person who has already spoken on the same agenda item and may call on speakers in a manner so as to balance debate. Once the Appointments Committee has begun its deliberations on an item, no person shall be permitted to address the Appointments Committee on such item.

Speaking on topics not on the regular Appointments Committee meeting agenda

Persons wishing to address the Appointments Committee on an issue or concern local in nature, not appearing on the agenda, may do so at a regular Appointments Committee meeting during any public comment period. Any person wishing to address the Appointments Committee shall signify a desire to speak by raising his or her hand. When recognized by the chair, the speaker shall give his or her name and address or name and local affiliation. Comments in each comment period shall be limited to three minutes per person and 15 minutes total; however, the time may be extended by a majority vote of the Appointments Committee members present.

Decorum

Persons present at Appointments Committee meetings shall not applaud or otherwise express approval or disapproval of any statements made or actions taken at such meeting. Persons at Appointments Committee meetings may only address the Appointments Committee after being recognized by the chair.

