

**TOWN OF CAPE ELIZABETH
MEETING NOTES (DRAFT)**

MEETING: Appointments Committee
DATE: Monday, March 13, 2017
TIME: 6:45 p.m.
PLACE: Jordan Conference Room, Town Hall

Welcome – The meeting convened at 6:45 p.m.

Present

Councilor Sara Lennon, Chair

Councilor Penelope Jordan

Councilor Jessica Sullivan

Debra Lane, Town Clerk

Public Comment

No members of the public were present.

Review of Minutes January 18, 2017

Moved by Councilor Sullivan and Seconded by Councilor Jordan to approve the minutes from the meeting held on January 18, 2017 as written.

(3 yes) (0 no)

Comprehensive Plan Committee Resignation

Stephen Rees has resigned from the comp plan committee due to conflicts with his work schedule.

The committee agreed it is important to recommend a replacement at the next council meeting (4/10) as the comp plan committee's work has begun.

Several applicants applied during the appointments process. The committee asked Debra to notify the applicants that there is an opening if they'd like to apply again.

The next issue of the Courier is 3/29. There is not enough time to advertise in the issue, conduct interviews and have a recommendation for the 4/10 council meeting. The plan for advertising is to announce on the website and social media. Chairman Lennon will also make an announcement at this evening's council meeting.

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The deadline to file applications is Friday, March 24; interviews will be held on Wednesday, March 29 beginning at 5:00 p.m.

Public Comment

No members of the public were present.

Adjournment

Moved by Councilor Sullivan and Seconded by Councilor Jordan to
adjourn at 6:55 p.m.

(3 yes) (0 no)

Respectfully Submitted,

Debra M. Lane, Town Clerk