



Cape Elizabeth Town Council Special Meeting

Agenda Wednesday, March 21, 2018

Following Finance Committee Workshop-Begins at 7:00 p.m.

Cape Elizabeth Town Hall – Jordan Conference Room

Jessica L. Sullivan, Chairman
James M. "Jamie" Garvin
Caitlin R. Jordan
Penelope A. Jordan
Sara W. Lennon
Valerie A. Randall
Christopher M. Straw

Public Participation at Town Council Meetings

After an item has been introduced, any person wishing to address the council shall signify a desire to speak by raising their hand or by approaching the lectern. When recognized by the chairman, 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 Town Council. Comments shall be limited to three minutes per person; however, the time may be extended by majority vote of councilors present. For agenda items that are not formally advertised public hearings, the time for public comments is limited to 15 minutes per agenda item. This time may be extended by a majority of the Town Council. The chairman 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 Council has begun its deliberations on an item, no person shall be permitted to address the Council on such item.

Speaking at the meeting on topics not on the agenda at regular Council meetings

Persons wishing to address the Council on an issue or concern local in nature not appearing on the agenda may do so at a regular Town Council meeting before the town manager's report and/or after the disposition of all items appearing on the agenda. Any person wishing to address the Council shall signify a desire to speak by raising their hand or by approaching the lectern. When recognized by the chairman, the speaker shall give his or her name and address or name and local affiliation if the local affiliation is pertinent. Comments in each comment period shall be limited to three minutes per person and 15 minutes total; however, the time may be extended by majority vote of councilors present.

Decorum

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

Roll Call by the Town Clerk

The Pledge of Allegiance to the Flag

Citizen Opportunity for Discussion of Items Not on the Agenda

Item #54-2018 Executive Session - Annual Evaluation of the Town Manager

Following the finance committee budget workshop, the town council will meet in special meeting session to continue the annual evaluation of the town manager. The council began the evaluation at the March 12 regular meeting, followed by an additional special meeting on March 20.

Draft Motion: ORDERED, the Cape Elizabeth Town Council enters into executive session in conformance with 1 MRSA §405 6 A to continue the annual evaluation of the town manager.

Item #55-2018 Discussion on Town Council Ethics Policy

At the December 14, 2017 town council workshop Town Attorney Thomas Leahy provided an overview of FOAA, conflicts of interest and bias. During the workshop it was a consensus of the town council to ask Mr. Leahy to review the council rules and code of ethics and suggest amendments to closer align the two documents relating to conflicts of interest.

On February 12, 2018 the town council referred a draft revised code of ethics prepared by Mr. Leahy to a future workshop.

The town council will discuss the revised draft.

Citizens may at this point in the meeting raise any topic that is not on the agenda that pertains to Cape Elizabeth local government.

Adjournment