



Cape Elizabeth Town Council

Workshop Agenda

Monday, February 4, 2019 7:00 p.m.

Town Hall - Jordan Conference Room

James M. "Jamie" Garvin, Chairman
Valerie J. Deveraux
Jeremy A. Gabrielson
Caitlin R. Jordan
Penelope A. Jordan
Valerie A. Randall
Christopher M. Straw

Participation at Meetings and Conduct of Meetings

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. Notwithstanding the prior sentence, the Town Council may vote on procedural motions at a workshop meeting to determine a conflict of interest, to enter into executive session and to adjourn. 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.

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.

Opportunity for Public Comment (Limited to 15 minutes; 3 minutes per person. Time may be extended by a majority of the town council.)

1. Review of Fiscal Year 2018 [Audit Results](#)

The town council and school board will review the results of the fiscal year 2018 audit results. Representatives from Runyon Kersteen Ouellette will be present.

Opportunity for Public Comment (Limited to 15 minutes; 3 minutes per person. Time may be extended by a majority of the town council.)

2. [Statement of Policy](#) – Boards and Committees Barring the Appointment of Town Employees from Serving on Standing Boards and Committees

Councilor Straw has requested review of the policy prohibiting town employees from serving on boards and committees following a concern expressed from a citizen and school employee who applied for a board during the recent annual appointments process.

On January 14, 2019 the town council referred the item to workshop.

The Statement of Policy Appointments to Standing Boards and Committees Amended September 11, 2017 states:

9. Employees of the Town of Cape Elizabeth may not serve on standing boards and committees, except by ex-officio appointment. This limitation does not apply to individuals who are hired by the Town to serve as temporary election workers or wardens, occasional instructors in the Community Services programs, or volunteer fire, rescue, and fire-police personnel. Such individuals may serve on a board or committee unrelated to their work for the town.

Opportunity for Public Comment (Limited to 15 minutes; 3 minutes per person. Time may be extended by a majority of the town council.)

3. Regional Voice Committee for GPCOG

Chairman Garvin will present an opportunity for a town councilor to serve on the Regional Voice Committee for the Greater Portland Council of Governments.

Opportunity for Public Comment (Limited to 15 minutes; 3 minutes per person. Time may be extended by a majority of the town council.)

4. Alternate for Maine Municipal Association

In the event that the Town's representative to the Maine Municipal Association is unable to attend MMA events, many communities designate an official alternate to attend these meetings in case the delegate cannot. The council may consider appointing an alternate representative for this position.

5. [Town Council Goals 2019](#)

The town council began to review goals at the workshop held on January 16, 2019. It is anticipated the goals will be adopted at the February 11, 2019 council meeting.

Adjournment