

**Appointment Committee**  
(Town Council Sub-committee)

**MEETING MINUTES**

Thursday, October 9, 2020, 9:00 AM

Virtual

Attendance: Councilor De Lima, Councilor LaFond, and Councilor Johnson, Staff-Maggie Fleming

The Committee met in Executive Session from 8:00 to 9:00 am pursuant to the Laws of Maine to interview and discuss board and committee applicants and vacancies, pursuant to 1 M.R.S.A. §405 (6)(A).

Chair Johnson began the meeting at 9:00am.

**1. Public Comment.**

There were no members of the public present.

**2. Approve Previous Meeting Minutes.**

Councilor Johnson motioned to approve the minutes of the September 24, 2020 meeting. Councilor LaFond seconded. The motion carried unanimously.

The Committee discussed needing a plan for if there are several people being recommended for appointment at a Council meeting and the Council desires to separate out an individual. Ms. Fleming will speak with Nathan Poore, Town Manager and Ellen Planer, Town Manager about possibly creating separate orders.

**3. Consideration of recommendation of current committee and board applicants to the Town Council for appointment.**

Councilor Johnson motioned to recommend Ashlan Oberholtzer for appointment to the Planning Board as an alternate member. Councilor LaFond seconded.

The Committee discussed possibly adding an additional question to the committee/board volunteer application for Planning Board and Board of Zoning Appeals applicants, "Are you now or planning to bring a development/project before the board?"

Councilor De Lima abstained from the vote as she was not present for Mr. Oberholtzer's interview.

The motion carried unanimously.

Councilor Johnson motioned to recommend Audrey Hotchkiss for appointment to the Community Wellness Committee. Councilor LaFond seconded. The motion carried unanimously.

Councilor Johnson motioned to recommend Ashley Krulik, the Town's new Energy & Sustainability Coordinator, for appointment to the Highland Lake Leadership Team. Councilor LaFond seconded. The motion carried unanimously.

#### **4. Assignment of term limits for Community Wellness Committee members.**

Councilor Johnson motioned to accept the proposed term limits. Councilor LaFond seconded. The motion carried unanimously.

#### **5. Continued discussion of work plan assignments.**

Ms. Fleming will find out about next steps for finalizing the Committee's recommendation on the Public Comment Opportunities at Council, Committee, and Board Meetings item.

Regarding the Assess Committee Viability and Develop Mission Statements item, the Committee discussed asking committees to add their charge/mission statement to the top of their meeting agendas. The Committee discussed asking the committees to add creating 100 words or less mission statements as an agenda item at their upcoming meetings or to ask members to work on it as a homework assignment.

Councilor De Lima provided context for the Complaints re: Quasi-Judicial Boards item that there are occasionally complaints about decisions made by the quasi-judicial boards or individual members but, these boards are intended to be independent and not politically influenced and, once appointed, the Council cannot remove members except for malfeasance, misfeasance or nonfeasance. Councilor Johnson felt that the most efficient way for individuals to provide complaints is through the online form for emailing the Council. The Committee discussed whether there was a way to keep a record of complaints regarding specific committee members for use by the Appointments Committee. The Committee desired to provide an update on this item at a future Council meeting.

The Committee discussed the need to give guidelines to new committee members regarding expectations for committee membership. Councilor LaFond offered to draft these guidelines. Ms. Fleming will check with Theo Holtwijk, Long Range Planning and Economic Development Director, about guidelines that he had drafted for the committees he staffs.

#### **6. Adjourn.**

The next meeting was scheduled for October 21.

Councilor De Lima motioned to adjourn; Councilor Johnson seconded. The motion carried unanimously. The meeting adjourned at 10:04 am.