

**2019-2020 Council Work Plan (includes suggestions for new items for 2020-2021 plan)**

**Updated July 17, 2020**

PRIORITY LEGEND: A = Council Priority, B = Council Secondary Priority, C = Staff to		REFERENCE: TC=Town Council (-letters=Councilor Initials), RR=Resident				
Title	Committee	Lead Staff	Reference	Action	Status Updates and Next Steps	Priority
2 Assess Committee Viability and Develop Mission Statements	Appointment Committee	EP	TC	Assess the viability of each committee and to develop 1-2 sentence mission statements for each committee	<b>NEW ITEM</b> -This item was discussed at the 6/23/20 Appointments Committee Meeting.	B
3 Public Comment Opportunities at Council, Committee, and Board Meetings	Appointment Committee	EP	RR	Review current public comment opportunities for Council, Boards and Committees and consider the need for any changes.	The Appointment Committee recognizes Boards have established rules for conduct at their meetings. The Appointment Committee is creating yearly training, including understanding and conducting public comment opportunities. The Appt Comm also discussed public comment at all committee meetings. Complete final report to the Council.	A
4 Board and Committee Chair Orientation	Appointment Committee	EP	TC	Develop and offer orientation for board and committee chairs		A
5 Complaints re: Quasi-Judicial Boards	Appointment Committee	EP	TC	Consider role of council (consistent/formal process?) vis a vis planning board and bza when complaints come in (whether over substantive decisions, members' conduct, etc)		A