

**TOWN OF OLD ORCHARD BEACH
TOWN COUNCIL WORKSHOP
WEDNESDAY, JANUARY 9, 2013
TOWN HALL CHAMBERS
7:00 P.M.**

A Town Council Workshop of the Old Orchard Beach Town Council was held on Wednesday, January 9, 2013. Chair MacDonald opened the meeting at 7:15 p.m.

The following were in attendance:

**Chair Sharri MacDonald
Councilor Michael Coleman
Councilor Robin Dayton
Councilor Dana Furtado
Councilor Linda Mailhot
Councilor Bob Quinn
Town Manager Mark Pearson
Assistant Town Manager V. Louise Reid**

Absent: Vice Chair Laura Bolduc

The Chair indicated that the purpose of this workshop was to discuss Town Manager Expectations.

Discussion was extensive on why the workshop was not televised. Councilors Dayton, Coleman and Quinn indicated that had requested it be televised since the issue being discussed was of importance to the citizens of the community and there were some who felt it was connected to a recent meeting held on December 12, 2012. The Chair indicated that the workshop was intended to be an informal discussion in which Councilors could start putting together a list of expectations for the position as required by the Town Charter and not for this Town Manager specifically.

Councilor Coleman indicated that he did not believe that the Charter requirements had not been addressed and gave a synopsis of the hiring date, the six month performance evaluations and the projected year review. Jerome Begert a member of the Charter Review gave his synopsis of the intent of the Charter revisions and the importance of the expectations as a protection to the town manager's position. Philip Fallansbee also addressed his interpretation of the time frame.

It was acknowledge that Town Council meetings are televised but that Workshops are at the discretion of the Council Chair. Budget workshops are televised as required as is the Conservation Commission meetings, the Finance Committee Meetings, Zoning Board of Appeals, and Planning Board meetings. There was a great deal of discussion of the relevance of this particular meeting. Other comments that were made include one by Israel Collins who indicated that in order for the Library to receive a copy of a taped meeting they needed to pay for it and the suggestion was made that perhaps these be provided to the Library for citizens that would like to make themselves privy to meetings and workshops. Councilor Dayton indicated that the Town Clerk's office also has tapes that can be borrowed and return so that there is amply opportunity, if the meetings are taped, for citizens to keep current on events.

It was pointed out that according to the Charter:

Sec. 904.1 – Public Access to Meetings.

All regularly scheduled meetings and budget workshops of the Town Council shall be video recorded and broadcast on a local cable access channel pursuant to federal laws governing local access. Additionally, in the event an issue arises causing significant public interest or significant community changes which will be discussed at a meeting other than a regularly scheduled meeting, all reasonable attempts will be made by the Town Council Members to have the meeting video recorded and shown as soon as possible on a local public cable channel. Two copies of all meetings so video recorded, shall be given to the Town Clerk, to be maintained as an archival record of said meetings and available to the public for review.

Chris Johnson detailed his frustration with the confusion of whether the workshop was to be taped or not and the change in that decision. He spoke of the confusion related to comments made about the Town Manager’s performance but no details or substantiation to those comments. The issue that nothing was provided before the meeting to define the real purpose of the meeting was another contention that was made. He indicated that laws and charters are important but communication between parties is the way to solve issues and move forward with progress.

Kathy Smith spoke about her desire as a citizens and an employee to keep current on the issues of the town and that the taping of these meetings is relevant to that opportunity and that it isn’t always possible to attend the meetings in person. She also indicated that often misinformation or misinterpretation results from not seeing the program rather than “hearing about it.”

The question was addressed to the Town Manager if he knew what was expected of the position and he believed that he was not confused by the job description presented to him and by the assignments that are relative to the workings of the Town. Some in the audience suggested that good managers empower their employees and this should be a consideration by the Council and would be more productive.

Todd Bassett, a resident of Old Orchard asked the Chair if in the interview process with the Town Manager was he provided a job description and the answer was that he had been. Mr. Bassett suggested that the purpose of a job description is to collect and record basic job-related data that includes duties and functions of a prospective employee so that individual is fully aware of what is expected of him or her. A job description should have defined what you expect as an employer and as the supervisor of this position you had them when you interviewed the current town manager.

There was discussion on the need for transparency because lack of such causes untenable pressure on everyone concerned. Being upfront about management and ownership responsibilities is important and allows for trust to develop. The fact that the Town Manager has had a review and was given a salary increase it was assumed that the previous Council was satisfied with the performance of the current town manager and any suggestion that was not the case needed to be provided by the Council as was suggested in previous meetings.

Pat Brown spoke about the fact that the lack of these meetings being televised is the issue that has caused concern to the majority of those attending this evening. She stated that government is transparent hen the great majority of information that it holds about its activities, policies,

etc., is available to the public. Therefore transparency is the result of information being available.

Fred Dolgan spoke about the need for priorities and that he was confused as to what was the intent of the meeting at all. He indicated it is essential that people access of a wide range of information in order to participate in a real and effective way.

The Town Council Chair provided a list of possibly expectations that she had expected to discuss and Council Dayton provided a list as well. The audience received the packets at the meeting as did the Council members. That information is attached to the Minutes.

Councilor Furtado indicated that he would just like to move forward with the discussion and get to the addressing of the issues on the expectation sheet. He said he favored discussions to the expectations as the topic would then go back to the Council for a vote.

Chair MacDonald thanked those who took the time to attend.

Respectfully Submitted,

**V. Louise Reid
Town Council Secretary**

I, V. Louise Reid, Secretary to the Town Council of Old Orchard Beach, Maine, do hereby certify that the foregoing document consisting of three (3) pages is a copy of the original Minutes of the Town Council Workshop of January 9, 2013.

V. Louise Reid