



## **TOWN OF CAPE ELIZABETH MEETING AGENDA**

MEETING: Appointments Committee  
DATE: Thursday, April 21, 2022  
TIME: 7:00 p.m.  
PLACE: via Zoom

**Please click the link below to join the webinar:**

<https://us06web.zoom.us/j/82906550284>

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Public proceedings by remote access for Town Council meetings are authorized by the Town of Cape Elizabeth's Remote Participation Policy adopted August 30, 2021 and the Order Declaring a Limited Emergency adopted August 30, 2021. The Order enacted as an Emergency was extended on March 14, 2022 until June 1, 2022. The Order may be further extended by vote of the Town Council.

### **Appointments Committee Members**

Nicole Boucher, Chairman

Susan A. Gillis

Timothy S. Reiniger

**Welcome** – Chairman Nicole Boucher

## **1. Draft Charge for an Ad Hoc Affordable Housing Committee**

### **Public Comment**

Opportunity for Public Comment (Limited to 15 minutes; 3 minutes per person. Time may be extended by a majority of the town council.) Persons wishing to address the council shall indicate their desire using the Raise Hand function of the Zoom meeting. When recognized by the chairman, the speaker shall give his or her name and address or local affiliation, if the affiliation is pertinent.

On March 14, 2022, the town council tasked the appointments committee to draft a charge for an ad hoc affordable housing committee for council review and action.

### **Public Comment – Items not on the Agenda**

Opportunity for Public Comment (Limited to 15 minutes; 3 minutes per person. Time may be extended by a majority of the town council.) Persons wishing to address the council shall indicate their desire using the Raise Hand function of the Zoom meeting. When recognized by the chairman, the speaker shall give his or her name and address or local affiliation, if the affiliation is pertinent.

### **Next Meeting**

The appointments committee will determine next steps whether the draft is ready for council review or if another meeting is needed for further review.

### **Adjournment**

### **Public Participation**

The intent of this policy is to allow for public participation by interested parties and to provide for orderly committee deliberation.

### **Speaking on topics on the regular meeting agenda**

After the public comment period has been opened, any person wishing to address the Appointments Committee shall signify a desire to speak by raising his or her hand. When recognized by the chair, 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 Appointments Committee. Comments shall be limited to three minutes per person; however, the time may be extended by majority vote of the Appointments Committee members present. The time for public comments is limited to 15 minutes per agenda item. This time may be extended by a majority vote of the Appointments Committee members present. The chair 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 Appointments Committee has begun its deliberations on an item, no person shall be permitted to address the Appointments Committee on such item.

**Speaking on topics not on the regular Appointments Committee meeting agenda**

Persons wishing to address the Appointments Committee on an issue or concern local in nature, not appearing on the agenda, may do so at a regular Appointments Committee meeting during any public comment period. Any person wishing to address the Appointments Committee shall signify a desire to speak by raising his or her hand. When recognized by the chair, the speaker shall give his or her name and address or name and local affiliation. Comments in each comment period shall be limited to three minutes per person and 15 minutes total; however, the time may be extended by a majority vote of the Appointments Committee members present.

**Decorum**

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