

2-4-20 draft

**Hallowell City Council
Personnel and Policy (P&P) Committee**

Minutes for Meeting of January 21, 2020

Participants

Councilor Diana Scully (Chair), Councilor Patrick Wynne and City Manager Nate Rudy

[Note: This meeting originally was scheduled for January 22, 2020. However, when Councilor Scully emailed the agenda to the P&P Committee, she inadvertently indicated that the meeting would be held on January 21. For this reason, Councilor George Lapointe missed the January 21 meeting.]

Meeting Convened

The P&P Committee meeting began at 4:15 pm at City Hall.

Executive Session

Councilor Wynne moved and Councilor Scully seconded entering into executive session pursuant to MRS Title 1, §405 sub§6-A to discuss the CM's 2019 performance evaluation and its implications for future evaluations.

Out of Executive Session

The P&P Committee moved out of executive session to discuss a number of other matters:

Quarterly Meetings Will Be Held. The Committee decided to hold quarterly meetings in April, July, and October, reporting back to the full City Council in May, August, and November.

Goals Could Inform Work of Committees and Vice Versa. The Committee and the CM discussed: 1) the importance of coordinating the work of the City's various committees; 2) how the City's overall goals could guide the work of the committees; and 3) how the committees could weigh in on the City's goals and budget-building process. It was noted that more structure would be needed to help make this happen.

For What Policies Is the P&P Committee Responsible? In response to Councilor Scully's question about the types of policies for which the P&P Committee has responsibility, the following examples were identified: fee structure for rentals, snow closings, maintenance, and salary recommendations.

Hiring New City Staff. The CM reported that he had posted the announcement for the Police Chief position, applications are due by February 14, and the goal is to hire someone by April 1. He also said the process to hire a new Assistant Clerk is underway.

Meeting Adjourned

The P&P Committee meeting adjourned at 5:30 pm.