



TOWN OF OLD ORCHARD BEACH
Office of the Town Manager

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Inaugural Meeting Minutes
Monday November 16th, 2020

I, Jennifer Hayes, Secretary to the Town Council of Old Orchard Beach, Maine, do hereby certify that the foregoing document consisting of five (5) pages is a copy of the original minutes of the Inaugural Meeting for Town Council held on Tuesday, November 16th, 2020.

Prepared by: Jennifer Hayes
Approved by: Old Orchard Beach Town Council
Approval Date: 12.01.2020

Respectfully Submitted,

Jennifer Hayes
Town Council Secretary

OLD ORCHARD BEACH TOWN
Inaugural Meeting
Town Hall Chambers

Monday, November 16, 2020

Town Manager Mead welcomed participants and viewers the Inaugural Meeting on Monday, November 16th, 2020. He opened the meeting @ 6:38pm.

Town Manager Mead noted the work of our Town Clerk, Kim McLaughlin, and asked her to provide the Oath of Office and swear in those elected to office beginning with the elected members of the Regional School Unit #23 Board Members:

Town Clerk McLaughlin remarked that it was her pleasure to provide the Oath of Office and swear in the following Regional School Board members:

Peter Flaherty - swearing in at a later date

Donna Mousatsos

Town Clerk McLaughlin stated that it would be her pleasure to swear in the Old Orchard Beach Town Council:

Kenneth Blow

V. Louise Reid

Michael Tousignant

Shawn O'Neill – via Zoom

Town Manager Mead asked that V. Louise Reid join her council colleagues and asked the Council to take their seats.

Town Manager Mead requested a motion to elect a Chair.

Motioned by: Councilor Blow motioned for Shawn O'Neill to Chair

Seconded by: Councilor Tousignant

No additional mentions

Vote: 5-0; confirmed Shawn O'Neill as Town Council Chair

Town Manager Mead requested a motion to elect a Vice-Chair.

Motioned by: Councilor Blow motioned for Michael Tousignant to Vice-Chair

Seconded by: Councilor V. Louise Reid

No additional mentions

Vote: 5-0; confirmed Michael Tousignant as Town Council Vice-Chair

Town Manager Mead asked the Chair to continue with the remainder of the meeting.

Chair O'Neill remarked about the recent election and passed along his thanks to all those who worked during the election and for those elected into positions for the Town. He looked forward to the new term with all. Chair O'Neill opened the floor for additional remarks by the Council. Councilor Reid shared her thanks for all those working the election and was looking forward to the work put forth as a councilor. Councilor Blow shared his thanks for the hard work and dedication of many and was looking forward to the work ahead.

Chair O'Neill reaffirmed the Rules and Procedures of the Town Council (*see attached document*)

Motioned by: Councilor Blow & **Seconded by:** Councilor Kelley

Vote: 5-0

Chair O'Neill requested that Town Manger Mead read the Code of Ethics into the meeting minutes:

CODE OF ETHICS

Standard of Conduct for Town of Old Orchard Beach Officials and Employees

1. It is the obligation of every public official and employee to support the Constitution of the United States and the Constitution of the State of Maine.
2. Every citizen, where entitled to a hearing, shall receive a fair and impartial hearing on any matter coming before the Town Council, its appointed agencies or any employee of the Town. No public official or employee shall make any promise or pledge to any person concerning any matter to be heard before a public official or employee except upon fair, impartial and final hearing thereof.
3. The conduct of public business shall be free of any hidden personal or financial interest of any public official or employee. No public official or employee shall advocate in any

public meeting or private discussion any matter in which he/she has a personal or financial interest except upon full and timely disclosure of the interest.

4. It is the obligation of every public official to faithfully discharge the duties of his/her office. In the conduct of public business, no public official shall be excused from voting except on matters involving consideration of his/her own official conduct, or where his/her financial interests are involved. Every public official shall make full and timely disclosure of any personal or financial interest, or where other interests of the official impair the official's ability to act fairly and impartially which he has in any matter of public business to be transacted before him/her.
5. The conduct of public business shall be free of any influence arising from gifts, favors or special privileges. It is the obligation of every public official and employee to refuse personal gifts, favors or special privileges in every instance where such public official or employee reasonably believes such gift, favor or special privilege would not have been extended but for the position of such public official or employee, or where there exists a reasonable belief that the giver's interests are likely to be affected by the actions of the public official or employee, or where the gift is or may reasonably be considered to be designed to influence the actions of the public official or employee. No public official or employee shall seek personal or financial advantage by means of his/her public office, appointment or employment.
6. The use of public trust for private gain is in conflict with good government. No public official or employee shall violate the provisions of Maine State Statutes. No public official or employee shall use confidential or advance information obtained by virtue of public office, appointment or employment for personal or financial advantage.
7. It is the obligation of every public official and employee to carry out the lawful orders and policies of the Town Council. No public official or employee shall knowingly take any action inconsistent with the lawful orders or policies established by the Town Council. No public official or employee shall knowingly take any action which would be detrimental to the best interests of the Town.

Motioned to accept Ethics as read: Councilor Blow

Seconded by: Councilor Reid

Vote : 5-0

Chair O'Neill called to establish the place and time for the holding of regular meetings of the Council to be 6:30p.m. on the first & third Tuesdays of the month as the Regular Meeting of the Old Orchard Beach Town Council.

Motioned by: Councilor Blow & **Seconded by:** Councilor Kelley to accept establishment of place & time for regular Town Council Meetings.

Vote : 5-0

Chair O'Neill called for a motion to adjourn the Inaugural Meeting.

Motioned by: Councilor Blow & **Seconded by:** Vice Chair Tousignant

Vote : 5-0

The Inaugural Meeting of the Old Orchard Beach Town Council adjourned @ 7pm.