

City Council Minutes  
November 19, 2013

Annual Meeting  
Jeff's Catering

Tuesday, November 19, 2013  
6:00 p.m.

The annual meeting was called to order by City Clerk Pamela J. Ryan. The city clerk called the roll:

Councilor Goss	-	Absent
Councilor O'Connell	-	Present
Councilor Ferris	-	Present
Councilor Vachon	-	Present
Councilor-elect Uhlenhake	-	Present

The city clerk declared a quorum present. City Manager Bost and City Solicitor Dearborn were also present.

The city clerk read the notice for the meeting.

TO: Joseph Ferris, Jerry Goss, Matthew Vachon, Kevin O'Connell and Beverly Uhlenhake  
MEMBERS OF THE BREWER CITY COUNCIL You are hereby notified the annual meeting of the City Council will be held on Tuesday, November 19, 2013 at 6:00 p.m. at Jeff's Catering, 15 Littlefield Way, Brewer, Maine to consider and act on the items on the attached agenda.

s/Kevin O'Connell  
Mayor and Chairman of the City Council

a true copy, attest: s/Pamela J. Ryan  
City Clerk

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OFFICER'S RETURN

I have on the date(s) and time(s) indicated given notice of this meeting by giving in hand or by leaving at the usual dwelling place of the within named an attested copy of this notice of meeting:

Given/Delivered to:	by (person delivering)	Title	Date	Time
Joseph Ferris	Wilson	Ptl.	11/14/13	1429
Matthew Vachon	C. Landes	DCC	11/14/13	4:00 pm
Beverly Uhlenhake	Wilson	Ptl.	11/14/13	1434
Jerry Goss	Wilson	Ptl.	11/14/13	1458
Kevin O'Connell	Wilson	Ptl.	11/14/13	3:50 pm

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**BREWER CITY COUNCIL**

**BREWER CITY COUNCIL ANNUAL MEETING  
TUESDAY, NOVEMBER 19, 2013 6:00 P.M.  
JEFF'S CATERING, 15 LITTLEFIELD WAY**

1. Call to Order (City Clerk)
2. Invocation: Rev. Roger Davis, Pastor of the Calvary Baptist Church and Chaplain for the Brewer Police Department.
3. Pledge of Allegiance to the Flag of the United States of America.
4. Swearing of Councilors-Elect
5. Swearing of School Committee Member-Elect and H.S. District Trustee-Elect
6. Election of Mayor
7. Swearing of Mayor
8. Election of Vice-Chairman
9. Swearing of Vice-Chairman
10. Mayor's Address
11. Appointments and Committee Establishments
  - a. Establish a Committee on Finance. (Mayor)
  - b. Appoint Sub-Committee to Interview Candidates for Standing Boards and Committees. (Mayor)
  - c. Other Committee Establishments. (Mayor)
12. (2013-B069) RESOLVE, Establish Location for Regular Meetings.  
(Councilor Ferris)
13. (2013-B070) RESOLVE, Establish Time and Dates of Regular Meetings.  
(Councilor Vachon)
14. (2013-B071) RESOLVE, Adopt Ethical Principles for Excellence in Government.  
(Councilor O'Connell)
15. (2013-B072) RESOLVE, Adopt 10 Habits of Highly Effective City Councils.  
(Councilor Uhlenhake)
16. Mayor Announce Chairman and Vice-Chairman of the Brewer School Committee.
17. ADJOURN.

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Reverend Roger Davis, Pastor of the Calvary Baptist Church and Chaplain for the Brewer Police Department led the council members and others present in the invocation. He also asked for thoughts and prayers for Councilor Jerry Goss and his family who suffered the loss of a family member today.

The City Clerk led members of the council and others present in reciting the pledge of allegiance to the flag of the United States of America.

The City Clerk swore in Kevin O'Connell and Beverly Uhlenhake as members of the City Council of the City of Brewer for three year terms.

The City Clerk swore in Julie Milan as a member of the Brewer Superintending School Committee, Anna Maxsimic as the Student Representative Member of the School Committee and Manley DeBeck, Jr. as High School District Trustee.

CITY CLERK: The next item on the agenda is the election of the mayor. At this time do I have any nominations on the floor?

COUNCILOR FERRIS: Ms. Clerk, I'd like to nominate Jerry Goss for mayor.

COUNCILOR Uhlenhake: I move that nominations cease.

The motion was seconded.

CITY CLERK: All in favor of Jerry Goss as the Mayor or Chairman of the Brewer City Council of the City of Brewer? 4 to 0 vote.

The swearing in of the Mayor/Chairman was postponed at this time due to Councilor Goss being unable to attend this evening's meeting because of the loss of a family member today.

At the request of Mayor elect Jerry Goss Council Kevin O'Connor will step in for him and proceed with the rest of the meeting including reading the speech that Jerry prepared for this evening upon his election as Mayor.

COUNCILOR O'CONNELL: At this time we would like to elect a Deputy Mayor or Vice Chairman of the City Council. Do I have any nominations?

COUNCILOR FERRIS: I'd like to nominate Matthew Vachon.

The motion was seconded.

COUNCILOR O'CONNELL: Okay. The nominations have been taken and ceased. Now I need a vote for the Deputy Mayor or Vice Chairman position, Matthew Vachon. All those in favor? 4 to 0 vote. Matthew Vachon is the Deputy Mayor or Vice Chairman of the City Council of the City of Brewer.

The City Clerk swore in Matthew Vachon as the Deputy Mayor or Vice Chairman of the City Council of the City of Brewer.

Deputy Mayor or Vice Chairman Vachon thanked Councilor O'Connell for serving as Mayor for the past year and presented a plaque and a gavel to him.

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COUNCILOR O'CONNELL : Continuing on with the agenda, appointments and committee establishments. These will be done at the December 10, 2013 City Council meeting.

COUNCILOR O'CONNELL: We will now take up the four resolves on the agenda:

2013-B069

November 19, 2013

TITLE: RESOLVE, ESTABLISH LOCATION FOR REGULAR MEETINGS.

filed November 13, 2013  
by Joseph Ferris

WHEREAS, the Charter of the City of Brewer requires that the City Council establish a place for holding its regular meetings;

NOW, THEREFORE, BE IT RESOLVED, that for and during the year from November 19, 2013 and including November 17, 2014 the place for holding regular meetings of the City Council be established as the Council Chambers in Brewer City Hall.

**ACTION:** Councilor Ferris moved that the resolve be adopted. The motion was seconded and passed.

The resolve was adopted by 4 to 0 vote.

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2013-B070

November 19, 2013

**TITLE:** RESOLVE, ESTABLISH TIME AND DATES OF REGULAR MEETINGS.

filed November 13, 2013  
by Matthew Vachon

WHEREAS, the Charter of the City of Brewer provides that a regular meeting of the City Council shall be held at least once per month; and

NOW, THEREFORE, BE IT RESOLVED, that for and during the year from November 19, 2013 to and including November 17, 2014 regular meetings of the City Council shall be held at 6:00 p.m. on the following dates:

Tuesday, December 10, 2013

Tuesday, January 14, 2014

Tuesday, March 11, 2014

Tuesday, May 13, 2014

Tuesday, July 8, 2014

Tuesday, September 16, 2014

Monday, November 17, 2014

Tuesday, February 11, 2014

Tuesday, April 1, 2014

Tuesday, June 3, 2014

Tuesday, August 12, 2014

Tuesday, October 14, 2014

**ACTION:** Councilor Vachon moved that the resolve be adopted. The motion was seconded and passed.

The resolve was adopted by 4 to 0 vote.

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2013-B071

November 19, 2013

**TITLE:** RESOLVE, ADOPT ETHICAL PRINCIPLES FOR EXCELLENCE IN GOVERNMENT.

filed November 13, 2013  
by O'Connell

WHEREAS, public service is a public trust and public servants have the obligation to serve the public's interest and to perform and serve with integrity; and

WHEREAS, the many difficult decisions facing public servants involve tough choices between competing claims which involve loyalty to the City, respect for authority, recognition of the policy role of City Council positions, responsiveness to the public's right-to-know and sensitivity to the need for confidentiality when appropriate; and

WHEREAS, an individual's character is measured through the management of one's ego, envy, timidity, ambition and/or craving for personal publicity;

NOW, THEREFORE, BE IT RESOLVED, that the true Brewer public servant:

- *will not act out of spite, bias, or favoritism;*
- *contributes to a climate of mutual trust and respect;*
- *does not succumb to peer or political pressure;*
- *refuses to let official action be influenced by personal relationships, including those arising from past or prospective employment;*
- *has the courage of his or her convictions;*
- *does not try to shift blame to others;*
- *never forgets that he or she is working for the people – all the people;*

NOW, THEREFORE BE IT RESOLVED, That the members of the Brewer City Council formally adopt and actively pursue the Ethical Principles for Public Servants provided by the "Council for Excellence in Government," 1992;

AND FURTHER RESOLVED, that copies of this proclamation of ethics be provided to all appointed personnel of the City and the City Manager for dissemination to all employees of the City of Brewer.

**ACTION:** Councilor Ferris moved that the resolve be adopted. The motion was seconded and passed.

The resolve was adopted by 4 to 0 vote.

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2013-B072

November 19, 2013

**TITLE:** RESOLVE, ADOPT 10 HABITS OF HIGHLY EFFECTIVE CITY COUNCILS.

filed November 13, 2013  
by Beverly Uhlenhake

WHEREAS, Thomas Cronin, a recognized authority on public policy, has observed hundreds of governing bodies over the past 20 years and has identified 10 "habits" of highly effective municipal councils; and

WHEREAS, it is the sense of the Brewer City Council that adopting and observing these 10 “habits” can make the Brewer City Council highly effective and competent in leading the community;

NOW, THEREFORE, BE IT RESOLVED, that the 10 “habits” of Highly Effective Councils, set forth below, are herewith adopted by the Brewer City Council for the 2014 calendar year:

1. Think and Act Strategically
2. Understand and Demonstrate the Elements of Teams and Teamwork
3. Master Small-Group Decision Making
4. Clearly Define Roles and Relationships
5. Establish and Abide by a Council-Staff Partnership
6. Make a Systematic Evaluation of Policy Implementation
7. Allocate Council Time and Energy Appropriately
8. Set Clear Rules and Procedures for Council Meetings
9. Get a Valid Assessment of the Public’s Concerns and An Evaluation of the Council’s Performance
10. Practice Continuous Personal Learning and Development As a Leader

**ACTION:** Councilor Uhlenhake moved that the resolve be adopted. The motion was seconded and passed.

The resolve was adopted by 4 to 0 vote.

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COUNCILOR O’CONNELL: I would entertain motion to adjourn.

COUNCILOR FERRIS: I move that the meeting be adjourned. The motion was seconded.

COUNCILOR O’CONNELL: The motion has been made and seconded. All those in favor? Opposed? The motion to adjourn passes by a 4 to 0 vote.

The meeting adjourned at 6:25 P.M.

ADJOURNED, ATTEST: \_\_\_\_\_ Pamela J. Ryan  
City Clerk

A TRUE COPY, ATTEST: \_\_\_\_\_ Brewer, Maine