

Town of Brunswick, Maine

Town Council Retreat

Saturday, January 11, 2020

9:00 AM – 2:00 PM

Town Hall – Room 206

Agenda

1. Charter and Council Rules and Protocols
 - a. Review of Charter
 - b. Review of Council Rules
 - i. Motions and Procedures
 - c. Communication Expectations
 - i. Public to Council
 - ii. Council to Public
 - iii. Council and Council
 - iv. Council and Manager
 - v. Council and Staff
 - vi. Council and Attorney
 - d. Council Committees
 - i. Reporting to Council
 - ii. Interaction with Staff
 - iii. Staff Responsibilities

2. Freedom of Access Act
 - a. Public Meetings
 - b. Public Records
 - c. FOAA Requests and Responses

3. Municipal Projects
 - a. Council Projects
 - i. Initiation by Councilors
 - ii. Setting Priorities
 - iii. Progress Reporting

4. Other Items
 - a. Public Communications
 1. Website, social media, TV, etc.
 2. Use of letterhead and seal
 - b. Future Workshops/Retreats