

City of Gardiner, Maine
City Council Meeting Minutes
Saturday, February 20, 2016

Council Members Present: Thom Harnett, Mayor; Jon Ault; Terry Berry; Maureen Blanchard; Shawn Dolley; Pat Hart; Phil Hart; and Scott Williams

Staff Members Present: Scott Morelli, City Manager

Meeting called to order at 9:04 a.m. by Mayor Harnett in the Archives Room at the Gardiner Public Library.

Mayor Harnett provided an overview of the retreat agenda. He noted that the goals and rules that result from today's discussions would be reviewed and voted on at next week's City Council meeting. Mayor Harnett then introduced Craig Freshley, the facilitator for the goal setting session. Mr. Freshley gave an introduction, discussed the purpose of the meeting, and reviewed ground rules.

Mr. Freshley played a five-minute video about Gardiner that was produced as part of the *Heart & Soul* project. Mayor Harnett reviewed the community values derived from this project and also provided highlights of City-committee accomplishments from the past year. Manager Morelli highlighted the comprehensive plan and several items that had already been implemented from the plan.

Mr. Freshley reviewed the Council's previous goals from 2014/15 and also reviewed the Council/Manager roles chart.

Mr. Freshley asked Councilors to write down their goals on individual sheets of paper. After allowing time to write down the goals, Mr. Freshley asked Councilors to read their goals. He then placed the goal sheets on the wall and grouped them. He asked Councilors which ones they agreed upon. Mr. Freshley worked with Councilors to refine their goals into several statements that they reached consensus on. He said he would email these finalized goals to the City Manager next week so the Council could further review and adopt.

At 11:15 a.m. Mr. Freshley led a discussion on improving meeting effectiveness and reviewed his seven key ingredients for effective meetings. Lewiston City Clerk Kathy Montejo, the presenter for the next session, was also present for this discussion. Mr. Freshley said he would draft meeting ground rules and email them to the City Manager next week.

At noon all attendees moved the meeting upstairs to the Hazard room where they were served lunch. At 12:10 p.m., Ms. Montejo gave a presentation on parliamentary procedure and *Robert's Rules of Order*. She discussed the City of Lewiston's meeting process and answered questions from Councilors.

At 1:10 p.m., Mayor Harnett adjourned the meeting without objection.

Respectfully Submitted,

Scott Morelli, City Manager