

**THE OLD ORCHARD BEACH TOWN COUNCIL  
INAUGURAL MEETING  
TOWN HALL CHAMBERS  
Monday, November 17, 2014**

**An Inaugural Meeting of the Town Council of Old Orchard Beach was held on Monday, November 17, 2014 at 6:50 p.m. at the Town Hall in the Chamber.**

**TOWN MANAGER:** Welcome to the Inaugural Meeting. We appreciate the work of our Town Clerk, Kim McLaughlin, and I will now ask her to provide the Oath of Office and swear in those elected to office beginning with the elected member of the Regional School Unit # 23 Board Member. We would, however, also like to express our thanks and enormous appreciation to Gary Curtis who has served as Regional School Board since 2009 and Chairperson since 2011.

**TOWN CLERK:** Due to the absence of Ms. Violette, the Town Clerk will provide the Oath of Office and swear her in as the elected member of the Regional School Board at another time.

**Michelle Violette**

**TOWN MANAGER:** Councilor Tousignant has served the Town of Old Orchard Beach in many capacities and we are pleased to have him join the Town Council again. We will now have the swearing in of Councilor Michael Tousignant.

**I, Michael Tousignant, do solemnly swear that I will in all respects observe the provisions of the Town Charter and ordinances of the Town of Old Orchard Beach and that I will support the Constitution and will obey the laws of the United States of America and of this State so long as I shall continue a citizen thereof, so help me God. I, Michael Tousignant, do solemnly swear that I will faithfully discharge all the duties incumbent upon me as a Town Councilor according to the Constitution and laws of the State, so help me God.**

**TOWN MANAGER:** I will ask the Council to take their seats.

**Councilor Shawn O'Neill  
Councilor Jay Kelley  
Councilor Joseph Thornton  
Councilor Kenneth Blow  
Councilor Michael Tousignant**

**TOWN MANAGER:** I will now ask for a Motion to elect a Chair.

**ELECTION MOTION:** Councilor Blow motioned to elect Councilor Shawn O'Neill as Chair of the Town Council and seconded by Councilor Jay Kelley.

**VOTE:** Unanimous.

**TOWN MANAGER:** Are there any further nominations?

**TOWN MANAGER:** There being none I will move on. The motion passed electing Shawn O'Neill as Chair of the Town Council, I will now call for a motion for the election of the Vice Chair position.

**MOTION:** Councilor Blow motioned for the election of Councilor Joseph Thornton as Vice Chair and seconded by Councilor Kelley.

**VOTE:** Unanimous.

**TOWN MANAGER:** Are there further nominations? There being none I will ask the new Chair, Shawn O'Neill, to continue with the rest of the meeting.

**CHAIR O'NEILL:** The Chair indicated his/her appreciation for the confidence shown by the Town Council members and accepted the responsibility of Chair of the Town Council and I look forward to working with our fellow Councilors in a year in which we will move forward for the progress of the community. It is my goal to have open communication, working together for the benefit of the community. He reviewed some of the progress of the past Council year and committed to move forward in the coming years with the benefit of the citizens at the center of importance.

**CHAIR O'NEILL:** I will now establish the seating of the Council from my right to my left. I will now ask the Council to take their seats at the table.

The position from the Chair's left to right of the Chairman:

Councilor Michael Tousignant  
Vice Chair Joseph Thornton  
Chair Shawn O'Neill  
Councilor Jay Kelley  
Councilor Kenneth Blow

**CHAIR O'NEILL:** Does any Council Member wish to make any remarks?

Councilors Blow, Kelley, Vice Chair Thornton and Councilor Tousignant each spoke about their desire to serve the citizens with a team approach and the commitment to work together as the previous Council has done.

**CHAIR O'NEILL:** We are now asked to Reaffirm the Rules and Procedures of the Town Council.

**MOTION:** Councilor Kelley motioned and Councilor Tousignant seconded to Reaffirm the Rules and Procedures of the Town Council.

**VOTE:** Unanimous.

**CHAIR O'NEILL:** I will ask for a Motion to Accept the Code of Ethics – Standard of Conduct for Town of Old Orchard Beach Officials and Employees.

**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.**

**MOTION: Councilor Kelley motioned and Vice Chair Thornton seconded to Accept the Code of Ethics.**

**VOTE: Unanimous.**

**CHAIR O'NEILL: The Chair called for the Establishment of Place and Time for the holding of regular meetings of the Council.**

**MOTION: Councilor Kelley motioned and Councilor Blow seconded to establish the Town Council Chambers at 7:00 p.m. on the first and third Tuesdays of the month as the regular meeting of the Council.**

**VOTE: Unanimous.**

**MOTION: Councilor Kelley motioned and Councilor Tousignant seconded to adjourn the meeting at 7:10 p.m.**

**VOTE: Unanimous.**

**Respectfully Submitted,**

**V. Louise Reid  
Town Council Secretary**

**I, V. Louise Reid, Secretary to the Town Council of Old Orchard Beach, do hereby certify the foregoing document consisting of four (4) pages is a true copy of the original Minutes of the Special Town Council Inaugural Meeting on November 17, 2014.**

**V. Louise Reid**