



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Cover Sheet

File Number: 18-100

**Agenda Date:** 5/30/2018

**Version:** 1

**Status:** Draft

**In Control:** Town Council

**File Type:** Order

### I. Council Action Requested.

To enter into executive session under 1 M.R.S.A. §405(6)(E) for the purpose of consulting with the town attorney and under 1 M.R.S.A. §405(6)(A) for the purpose of receiving an update from the town manager on personnel-related matters and a quarterly update for the town manager's performance evaluation.

### II. Basis for Council Action.

Council approval of this item is required because;

- a. The order includes "consultations between a body or agency and its attorney concerning the legal rights and duties of the body or agency, pending or contemplated litigation, settlement offers and matters where the duties of the public body's or agency's counsel to the attorney's client pursuant to the code of professional responsibility clearly conflict with this subchapter or where premature general public knowledge would clearly place the State, municipality or other public agency or person at a substantial disadvantage,"
- b. The order includes the "discussion or consideration of the employment, appointment, assignment, duties, promotion, demotion, compensation, evaluation, disciplining, resignation or dismissal of an individual or group of public officials, appointees or employees of the body or agency," and
- c. The Town Council is the legislative body of the Town pursuant to Article II, Section 3(I) of the Charter.

### III. Issue Summary.