



Finance Committee Workshop

Monday, March 18, 2024 at 6:00 pm

Town Hall Council Chambers

Live on CETV/Hybrid Meeting

Hybrid Meeting - Members of the Public May Participate Remotely During Public Comment Opportunities

To view the meeting livestream: <https://cetv.capeelizabeth.org/> and push watch in the upper right hand corner

Live broadcast on CETV, livestream and remote participation are offered as a convenience when the technology is available and operational in the given meeting space. If the technology is not available or in the event there is a disruption in service and the communication can't be restored the expectation is the meeting will continue.

Join Zoom Meeting
ID: 94939048615

(US) +1 929-205-6099

[Join Zoom Meeting](#)

1. Finance Committee Members

- Timothy S. Reiniger, Town Council Chair
- Stephanie P. Anderson
- Jeremy A. Gabrielson
- Susan A. Gillis
- Caitlin J. Harriman
- Penelope A. Jordan
- Timothy L. Thompson, Finance Committee Chair

2. Welcome and Introductory Comments

- Councilor Timothy L. Thompson, Finance Committee Chair

3. Review of Finance Committee Workshops and Budget Meetings

- Town Council meetings begin at 7:00 p.m.
- Finance Committee budget workshops begin at 6:00 p.m.

Budget workshops will be televised live on CETV and hybrid.

Fee Schedule - If there are recommended fee changes, department heads will present them during their budget review.

- Monday, March 18 (6:00 p.m.)
Finance Committee Review of Departments and Municipal Revenues
General Government Administration, Public Safety, Police, Fire, EMS, Thomas Memorial Library

- Thursday, March 21 (6:00 p.m.)
Continued Finance Committee Review of Departments
Facilities and Municipal Buildings, Public Works and Recycling Center, Community Services, Human Services, Debt Service, CIP, Special Funds

- Monday, April 8
Regular Town Council Meeting Including Opportunity for Budget Public Comments

- Monday, April 22 (6:00 p.m.)
Finance Committee - School Budget Presentation from the School Board

- Tuesday, April 23 (6:00 p.m.)
Finance Committee Wrap-Up (if needed)

- Monday, May 6
Special Town Council Meeting and Public Hearing on the FY 2025 Budget

- Monday, May 13
Regular Town Council Meeting - Vote on the FY 2025 Budget

- Tuesday, June 11
Citizen Vote on the Town Council Adopted School Budget

4. Town Manager's Overview of the Proposed FY 2025 Municipal Budget

- Matthew E. Sturgis, Town Manager

5. Finance Committee Review of the Proposed FY 2025 Municipal Budget

- Opportunity for Public Comment. Limited to 15 minutes; 3 minutes per person. Time may be extended by majority vote of the councilors present.

When recognized by the chair, the speaker shall give their name and address or local affiliation, if the affiliation is pertinent.

A member of the public wishing to speak via remote access must click on the Zoom link or call and use the Raise Hand function. When connecting by phone, dial *9 to Raise Hand and the same to Lower Hand. Please mute the microphone and turn off the video until you are invited to speak. When recognized by the chair, the speaker shall give their name and address or local affiliation, if the affiliation is pertinent. After speaking, to view the remainder of the meeting exit Zoom and return to the CETV Livestream or CETV cable Channel 3.

Municipal Revenues

General Government Administration

- Administration
- Assessing/Codes/Planning
- Town Council, Legal, Audit
- Elections
- Public Information
- Boards and Committees
- Insurances
- Employee Benefits

Thomas Memorial Library

Public Safety

- Police, Animal Control, Public Safety Communications, Misc. Public Protection
- Fire, WETeam, Rescue, Fire/Police, Emergency Preparedness

Interfund Transfers & Intergovernmental Assessments

Attachments:

- [Proposed FY 2025 Municipal Budget](#)

Adjournment

Participation at Meetings and Conduct of Meetings

Workshop Meetings

The purpose of a workshop meeting is primarily for council dialogue involving reports and proposals from council members, committees and staff that may be considered at later Town Council meetings. The Town Council may give guidance to the chair and to staff at workshop meetings but no decisions may be made that require formal votes. Notwithstanding the prior sentence, the Town Council may vote on procedural motions at a workshop meeting to determine a conflict of interest, to enter into executive session and to adjourn. Prior to Town Council discussion on any item, members of the public may speak on each agenda item for not more than three minutes each and up to a total of 15 minutes. If there are more speakers than the time available, the chair may allocate the speaking time in order to balance the debate. The public participation portion shall conclude when the Town Council begins its discussions.

Decorum

Persons present at Council meetings shall not applaud or otherwise express approval or disapproval of any statements made or actions taken at such meeting. Persons at Council meetings may only address the Town Council after being recognized by the chair.