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Town Council Workshop

Wednesday, October 4, 2023 at 7:00 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

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Town Council Members

Jeremy A. Gabrielson, Chair

Nicole Boucher

Susan A. Gillis

Caitlin R. Jordan

Penelope A. Jordan, SBAC Co-Chair

Gretchen R. Noonan

Timothy S. Reiniger

School Board Members

Elizabeth K. Scifres, Chair

Heather W. Altenburg

Kathleen G. Curry-Sparks

Jennifer L. McVeigh

Philip R. Saucier

Caitlin S. Sweet

Cynthia R. Voltz, SBAC Co-Chair

1. Joint Town Council and School Board Workshop Relating to the Ongoing Work of the School Building Advisory Committee

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.

The Town Council and School Board will meet in workshop session to discuss the ongoing work of the School Building Advisory Committee and recommended next steps. It is anticipated both boards will vote at their respective meetings in October on the recommendations of the SBAC to select an architect and communications consultant.

Discussion Topics

- *Reminder of the SBAC's purpose and objectives
- *Introduction of the Owner's Representative, explanation of what an OR does, and hear the OR's thoughts so far
- *Discussion on the Town Council and School Board's impressions from the survey
- *Review of the SBAC's unanimous architect selection of Harriman
- *Review of the SBAC's selection of the communication consultant
- *Recommended next steps for the Town Council and School Board

Attachments:

- [Harriman Presentation 09 21 2023](#)
- [SBAC Survey Report 09 2023](#)

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.

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