

Town of Cape Elizabeth
Community Services Committee
Meeting Minutes
11/13/24

Attending: Becky Bryant (BB), Andrea Ernst (AE), Jill Palmore (JP), Terri Patterson (TP), Megan Rogers (MR1), and Christine Syska (CS)

Absent: Megan Roy

Meeting opened at 5:33 pm - Kathy Raftice

Public Comment & Correspondence - None

Approval of draft minutes from August 14, 2024

Motion by TP to approve minutes, second by MR1. Motion passed (6 – Yes, 0 – No).

CECS Updates

KR shared that fall registration went well and the separate date for Pleasant Mountain registration went smoothly. We have 99 registered. Winter registration opens on Sunday, December 15 @ 8:00 pm for Cape residents. MR1 asked if ever considered splitting the fall & winter registrations into 2 nights? Discussion on how we have split out youth registration for summer session and special nights for Pleasant and some senior programs. KR will discuss with staff and make decision. KR shared the new Town Manager visits to each department. Additionally, KR shared that Trunk or Treat went well, many kiddos however there is a need for more trunks :) Departments are beginning to work on the budget; they are due to Town Manager by January 16. KR shared with the committee the date of the annual tree lighting is Friday, December 6 from 6:00 – 7:00. Brief committee discussion on the school vote and changes to Town Council and School Board.

Youth – Susan Frost & Dana Hatton

The XC meet at FW went great! Such a beautiful backdrop. Susan and Dana working on brochure for winter sessions and wrapping up the fall sessions. KR provided a basketball update.

Adults – Linda Strunk

KR provided a follow-up on Water Works. All participants understood and no issues to date. Linda completed the brochure cover and it is at the printer. KR provided a sneak description😊. The inside of the brochure will go to the printer on Friday, November 22. The staff has completed the training for passport processing. Linda will be the local

leader. Awaiting further information from the state and we will have a kickoff. Committee is supportive of the passport processing and happy to hear it is progressing.

Seniors/Marketing – Jane Anderson

KR provided an update on the Pig Roast and shared that fall registrations have been strong for senior outings. KR shared some of the future programs and numbers registered. Jane has also offered the free monthly yoga. BB shared her positive experience as a participant and feels we have an excellent instructor. Jane will be offering some additional free classes this winter. KR shared the information on the Bridges program.

Pool & Fitness – Andrew Kemp

KR shared that the high school swim practices have begun and therefore an updated pool schedule. KR provided an update on the reservations for pool parties through our registration system. When we originally opened the online registration, we only opened for the fall. On Dec 15, we will open for the remainder of the year and next fall we will open for the entire school year. Private swim lessons are going much more smoothly!

Cape Care – Kelly Phinney

PreK and preschool are back in session and things are going well. Kelly reviewed the transportation to have one pickup and drop off. Cape Care aftercare in need of additional adult staff if anyone knows someone interested please have reach out to Kelly.

Fort Williams/PHL Update

Season completed for both. Success in all areas. Dom Walker, Visitor Site Supervisor will be moving back to Community Services for the winter. KR provided projects update. TP shared that the parking in the non-designated parking is sometimes problematic. KR shared that we are aware and trying to find some temporary solutions. Discussed the area the employees are using is an example. All agree once defined spaces it will be much better. KR will be renewing the Food Vendor contracts for the next year. Questions about how that works. KR provided explanation.

PHL Volunteer “Thank You” gathering Friday, Dec 6 at the fire station. Volunteer scheduler not returning. If you know anyone who is looking for part-time work or would like to volunteer, please send my way. Merchandise purchasing for next season has begun. Window covering installations on the museum windows to protect from any storms will take place.

Respectfully submitted, Kathy Raftice