



Special Town Council Meeting

Tuesday, April 23, 2024 at 6:00 pm

Town Hall Council Chambers

Live on CETV/Hybrid Meeting

The Finance Committee Workshop begins at 6:00 p.m. The Special Town Council meeting will convene immediately following the workshop. For remote access, the same Zoom and telephone links will be used for both the workshop and special 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: 99074888302

(US) +1 309-205-3325

[Join Zoom Meeting](#)

1. Convening of the Meeting

Town Council Chair Timothy S. Reiniger

2. Roll Call by the Town Clerk

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

3. Item #84-2024 Motion to Set FY 2025 General Fund Budget to Public Hearing

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 general fund budget is scheduled to be voted on at the regular meeting on May 13.

The draft motion summarizes the totals, see attachments for details.

Draft Motion

ORDERED, the Cape Elizabeth Town Council does hereby schedule a public hearing for Monday, May 6, 2024 at 7:00 p.m. at the Cape Elizabeth Town Hall 320 Ocean House Road on the proposed FY 2025 general fund budget for the Town of Cape Elizabeth, Maine with proposed expenditures of \$56,423,564, estimated non property tax revenues of \$14,777,642 with \$41,645,922 to be raised from property taxes. This budget would result in an estimated tax rate of \$10.96 per thousand valuation.

Attachments:

- [ProForma FY 25 04 17 2024](#)
- [General Fund Revenues FY25 04 17 2024](#)
- [General Fund Expenses FY25 04 17 2024](#)

4. Item #85-2024 Motion to Set FY 2025 Special Revenue Funds Budgets to Public Hearing

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.

It is anticipated the special fund budgets will be voted on May 6.

The draft motion summarizes the totals, see attachments for details.

Draft Motion

ORDERED, the Cape Elizabeth Town Council does hereby schedule a public hearing for Monday, May 6, 2024 at 7:00 p.m. at the Cape Elizabeth Town Hall 320 Ocean House Road on the proposed FY 2025 special fund budgets for the Town of Cape Elizabeth, Maine with proposed expenditures and operating revenues of \$5,098,564.

Attachments:

- [Town Other Funds Revenues FY 2025 03 20 2024](#)
- [Town Other Funds Expenditures FY 25 03 20 2024](#)

5. Item #86-2024 Enter into Executive Session for Personnel Discussions

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.

Draft Motion

ORDERED, the Cape Elizabeth Town Council enters into executive session pursuant to 1 M.R. S. §405 (6)(A) for personnel discussions.

6. Adjournment

Public Participation at Town Council Meetings

After an item has been introduced, any person wishing to address the council shall signify a desire to speak by raising their hand or by approaching the lectern. When recognized by the chair, the speaker shall give their name and address or name and local affiliation, if the affiliation is relevant, prior to making other comments.

A member of the public wishing to speak via remote access must click on the Zoom link or call and follow the procedures stated at the top of the agenda. When recognized by the chair, the speaker shall give their name and address or name and local affiliation, if the affiliation is relevant, prior to making other comments. After speaking, to view the remainder of the meeting exit Zoom and return to the CETV Livestream or CETV cable Channel 3.

All remarks should be addressed to the Town Council. Comments shall be limited to three minutes per person; however, the time may be extended by majority vote of councilors present.

For agenda items that are not formally advertised public hearings, the time for public comments is limited to 15 minutes per agenda item. This time may be extended by a majority of the Town Council.

The chair may decline to recognize any person who has already spoken on the same agenda item and may call on speakers in a manner so as to balance debate. Once the Council has begun its deliberations on an item, no person shall be permitted to address the Council on such item.

Speaking at the meeting on topics not on the agenda at regular Council meetings

Persons wishing to address the Council on an issue or concern local in nature not appearing on the agenda may do so at a regular Town Council meeting before the town manager's report and/or after the disposition of all items appearing on the agenda.

Any person wishing to address the Council shall signify a desire to speak by raising their hand or by approaching the lectern. When recognized by the chair, the speaker shall give their name and address or name and local affiliation, if the affiliation is relevant, prior to making other comments.

A member of the public wishing to speak via remote access must click on the Zoom link or call and follow the procedures stated at the top of the agenda. When recognized by the chair, the speaker shall give their name and address or name and local affiliation, if the affiliation is relevant, prior to making other comments. After speaking, to view the remainder of the meeting exit Zoom and return to the CETV Livestream or CETV cable Channel 3.

Comments in each comment period shall be limited to three minutes per person and 15 minutes total; however, the time may be extended by majority vote of councilors present.

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.