



Cape Elizabeth Town Council

Minutes Monday, March 10, 2025

7:00 p.m.

Town Hall Council Chambers

Penelope A. Jordan, Chair
Stephanie P. Anderson
Caitlin J. Harriman
Jonathan T. Sahrbeck
Elizabeth K. Scifres
Andrew B. Swayze
Timothy L. Thompson

Chair Jordan convened the meeting at 7:00 p.m.

Roll Call by the Town Clerk

Angela S. Frawley, Town Clerk

All members of the Town Council were present.

Mary Costigan, Town Attorney
Patrick W. Fox, Town Manager
Angela S. Frawley, Town Clerk
Debra M. Lane, Assistant Town Clerk

The Pledge of Allegiance to the Flag

Town Council Reports and Correspondence

Chair Jordan noted that the Planning Board is discussing contract zoning which will be on their March 18 agenda. Planning Board recommendations will be forwarded to the council.

Finance Committee Report

2025 Finance Chair Scifres reviewed the dashboard and financial reports. Approximately 2/3 into the fiscal year, expenses are tracking 2/3. To date, Public Works overtime is at 53%.

Internet Online Charges – why is this line item over budget. Manager Fox will report back.

Citizens Opportunity for Discussion of Items Not on the Agenda

None

Town Manager's Report

Patrick W. Fox, Town Manager

Manager Remarks:

This month's Report is purposefully brief to allow time for the municipal budget presentation and questions this evening.

Councilor Requests and Follow ups:

The Finance Department is working with our software providers to proof, print and mail second half property tax bills in the coming week.

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Bids, Events and Special Announcements:

The Town Center Intersection project bidding only received one bid at approximately \$260,000 over the project estimates and funding availability. To preserve the State grant funds for the project, Public Works and the Town Engineer are value engineering the design, not coupling the work with Portland Water District utility improvements, and re-bidding the revised work by April 1st to maintain the projected construction schedule.

Community Services began assisting residents with passport processing in February and has already processed over 50 passport applications.

Review of Draft Minutes
February 10, 2025 Regular Meeting

Moved by Stephanie P. Anderson and Seconded by Caitlin J. Harriman

ORDERED, the Cape Elizabeth Town Council approves the minutes of the meeting held on February 10, 2025, 2025 as written.
(7 yes) (0 no)

The Town Council agreed to take Item #39-2025 Out of Order.

Item #39-2025 The Good Table Liquor License Renewal

Moved by Timothy L. Thompson and Seconded by Stephanie P. Anderson

ORDERED, the Cape Elizabeth Town Council approves the renewal liquor license (On Premises: Beer, Wine & Spirits) for 527 Ocean LLC, The Good Table located at 527 Ocean House Road.
(7 yes) (0 no)

Public Hearing Planning Board Recommendation on Supplemental LD 2003 Amendments

Chair Jordan opened the public hearing at 7:22 p.m.

Timothy Reiniger, 40 Belfield Road
Paul Tarantola, 3 Roberts Lane
Kevin Justh, 9 Spruce Lane
Cynthia Dill, 1227 Shore Road
Eliza Matheson, 270 Fowler Road
Chris A. Gorski, 36 Cliff Avenue

After hearing no further comments, the hearing was closed at 7:36 p.m.

Item #38-2025 Planning Board Recommendation on Supplemental LD 2003 Amendments

Moved by Caitlin J. Harriman and Seconded by Timothy L. Thompson

ORDERED, the Cape Elizabeth Town Council following a public hearing on March 10, 2025 on the recommendation of the Planning Board to amend Chapter 19 Zoning Ordinance relating to Supplemental LD 2003 Amendments does hereby refer the item to a council workshop.
(7 yes) (0 no)

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Item #40-2025 School Board Recommendation for School Construction Referendum

Chris A. Gorski, 36 Cliff Avenue
Mary Ann Lynch, 2 Olde Colony Lane
David Andrews, 15 Grover Road
Rob Krauser, 30 Rocky Hill Road
Kevin Justh, 9 Spruce Lane
Eliza Matheson, 270 Fowler Road
Elizabeth Biermann, 19 Trundy Road
Larry Benoit, 26 Cross Hill Road
Nicole Boucher, 14 Grover Road
Meighan Rock, 6 Wabun Road

Presentation

Phil Saucier, School Board Chair
Lisa Sawin, Harriman
Chuck Adams, Turner & Townsend Heery
Superintendent Chris Record

Moved by Caitlin J. Harriman and Seconded by Elizabeth K. Scifres

ORDERED, the Cape Elizabeth Town Council schedules a public hearing for Monday, March 24, 2025 at 7:00 p.m. at the Cape Elizabeth Town Hall relating to the School Board recommended new construction and renovation referendum question and the solar array referendum question.
(7 yes) (0 no)

Item #41-2025 Referral of the FY 2026 Municipal Budget to the Finance Committee

Public Comment

Chris A. Gorski, 36 Cliff Avenue
Kevin Justh, 9 Spruce Lane
Nicole Boucher, 14 Grover Road
Mary Ann Lynch, 2 Olde Colony Lane
Cynthia Dill, 1227 Shore Road
Eliza Matheson, 270 Fowler Road

Moved by Stephanie P. Anderson and Seconded by Caitlin J. Harriman

ORDERED, the Cape Elizabeth Town Council refers the proposed Town Manager's municipal budget for FY 2026 (July 1, 2025 – June 30, 2026) to the Finance Committee for review.
(7 yes) (0 no)

Item #42-2025 Consider Scheduling a Public Hearing Relating to the Citizen Petition to Send Town Center Amendments to Referendum

Public Comment

Kevin Justh, 9 Spruce Lane

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Moved by Caitlin J. Harriman and Seconded by Andrew B. Swayze

ORDERED, the Cape Elizabeth Town Council acknowledges receipt of the report of the Town Clerk following certification of a sufficient number of signatures and sets to public hearing on Monday, March 24, 2025 at 7:00 p.m. at the Cape Elizabeth Town Hall a citizen petition entitled **CAPE ELIZABETH CITIZEN PETITION TO SEND TOWN CENTER ZONING AMENDMENTS TO REFERENDUM** pursuant to the Council-Manager Charter Article VIII Initiative and Referendum Sec. 1. Petition for overrule of ordinance.
(7 yes) (0 no)

Item #43-2025 Consider Amendments to Chapter 19 Zoning Ordinance Relating to Town Center Amendments

Public Comment

Polly Wilcox, 17 Cape Woods Drive
James E. Belleau, Esq representing Cape Elizabeth residents and citizen petitioners of Town Center Zoning Amendments.

Moved by Caitlin J. Harriman and Seconded by Andrew B. Swayze

ORDERED, the Cape Elizabeth Town Council does hereby table Item #43 relating to amendments to Chapter 19 Town Center Zoning Amendments proposed by Hardypond Development pending review with the Town Attorney.
(7 yes) (0 no)

Item #44-2025 Consider Scheduling a Public Hearing Relating to Amendments to Chapter 13 Traffic Regulations Ordinance

Public Comment

Chris A. Gorski, 36 Cliff Avenue

Moved by Andrew B. Swayze and Seconded by Caitlin J. Harriman

ORDERED, the Cape Elizabeth Town Council sets to public hearing on Monday, April 14, 2025 at 7:00 p.m. at the Cape Elizabeth Town Hall Ordinance Committee recommendations to amend Chapter 13 Traffic Regulations relating to traffic/parking safety concerns.
(7 yes) (0 no)

Citizens may at this point in the meeting raise any topic that is not on the agenda that pertains to Cape Elizabeth local government.

Mary Ann Lynch, 2 Olde Colony Lane
Kevin Justh, 9 Spruce Lane
Eliza Matheson, 270 Fowler Road

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Adjournment

Moved by Caitlin J. Harriman and Seconded by Andrew B. Swayze
ORDERED, the Cape Elizabeth Town Council adjourns at 10:00 p.m.
(7 yes) (0 no)

Respectfully Submitted,

Debra M. Lane, Assistant Town Clerk