



Cape Elizabeth Town Council

Minutes Wednesday, October 12, 2022

7:00 p.m.

Town Hall Council Chambers

Jeremy A. Gabrielson, Chair
Nicole Boucher
Susan A. Gillis
Caitlin R. Jordan
Penelope A. Jordan
Gretchen R. Noonan
Timothy S. Reiniger

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

Roll Call by the Town Clerk

All members of the town council were present except Councilor Penelope Jordan.

Debra M. Lane, Town Clerk
Maureen O'Meara, Town Planner
Matthew E. Sturgis, Town Manager

The Pledge of Allegiance to the Flag

Town Council Reports and Correspondence

Councilor Gillis reported on the tour of the Scarborough Downs development as part of the recent GPGOC meeting.

Councilor Boucher noted the Ad-Hoc Housing Diversity Study Committee's public forum to be held on Monday, November 7 at 6:30 p.m. at the Town Center Fire Station Training Room. Consideration is requested related to broadcast or hybrid committee meetings.

Chair Gabrielson – Two Candidate's Nights have been scheduled (10/19 & 10/26), absentee balloting has started until Thursday, November 3, the State of Maine Bureau of Parks will hold a listening session regarding improvements to Kettle Cove on Wednesday, November 2, 6-7pm at the Town Center Fire Station Training Room.

Finance Committee Report – Finance Chair Nicole Boucher

Pay & Display parking revenue at Fort Williams Park has increased. The Public Works Department Gas & Diesel expenditure line is high as gas and diesel was just purchased. As other departments use gas and diesel the departments will be charged.

Update on School Project – Dr. Christopher Record

Dr. Record provided a school project update including new renderings of the outside, CEHS improvements, student enrollment update, public outreach efforts, fundraising committee and project timeline should the project pass citizen referendum.

Report – Chief Peter Gleeson

Following a request from the town council, Chief Gleeson has outlined recommendations moving forward relating to staffing, equipment and building renovations. A needs assessment is recommended perhaps forming a committee to evaluate the needs of the department. It is anticipated that needs may be presented for consideration during the FY 2024 budget.

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Citizen Opportunity for Discussion of Items Not on the Agenda

Kevin Justh, 9 Spruce Lane, Chair of the Ad-Hoc HDSC announced a public forum on Monday, November 7 at 6:30 p.m. at the Town Center Fire Station Training Room. Streaming is requested.

Town Manager's Report – Matthew E. Sturgis

The project in the Council Chambers to upgrade technology and provide the ability for hybrid meetings is scheduled for completion this month. Real estate taxes are due October 15. Meetings with the State continue regarding possible funding for the Shore Road rehabilitation project; the project may be ready for citizen referendum in June 2023.

Review of Draft Minutes

September 12, 2022 Regular Meeting

Moved by Timothy S. Reiniger and Seconded by Susan A. Gillis

ORDERED, the Cape Elizabeth Town Council approves the minutes of the meeting held on September 12, 2022 as written.

(6 yes) (0 no)

Consent Calendar Item #143-2022 – Item #145-2022

Councilor Caitlin Jordan disclosed her family does business with The Well.

Moved by Caitlin R. Jordan and Seconded by Gretchen R. Noonan

ORDERED, the Cape Elizabeth Town Council approves the consent calendar Item #143-2022 – Item #145-2022 as presented.

(6 yes) (0 no)

Item #143-2022 Liquor License Renewal – Well, LLC DBA The Well at Jordan's Farm

Present – Jason Williams

ORDERED, the Cape Elizabeth Town Council approves the liquor license renewal (malt liquor (beer), wine and spirits) for Well, LLC DBA The Well at Jordan's Farm, 19 Wells Road.

Item #144-2022 Acknowledge Receipt of the Housing Diversity Study Final Report

ORDERED, the Cape Elizabeth Town Council acknowledges receipt of the Housing Diversity Study final report dated September 2022.

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**Item #145-2022 Appointments to the Registration Appeals Board Pursuant to
M.R.S. Title 21-A §103**

ORDERED, the Cape Elizabeth Town Council appoints the following nominees to the Registration Appeals Board. Said terms are effective October 16, 2022 and expire October 16, 2025.

Democratic Nominees

Stephanie L. Korupp, 26 Hunts Point Road
Karen M. Hessel, 45 Wildwood Drive (Alternate)

Republican Nominees

Timothy L. Thompson, 6 Pine Ridge Road
Nancy E. Thompson, 6 Pine Ridge Road (Alternate)

Item #146-2022 General Assistance Appendices – Set to Public Hearing

Moved by Nicole Boucher and Seconded by Gretchen R. Noonan

ORDERED, the Cape Elizabeth Town Council sets to public hearing on Monday, November 14, 2022 at 7:00 p.m. at the Cape Elizabeth Town Hall 320 Ocean House Road the proposed General Assistance Maximums, Appendices A - G for October 1, 2022 - September 30, 2023 and the new Recovery Residence Housing Maximums.
(6 yes) (0 no)

Item #147-2022 Amendment to the Fee Schedule – Food Truck Special Use Permit

Moved by Caitlin R. Jordan and Seconded by Susan A. Gillis

ORDERED, the Cape Elizabeth Town Council amends the Fee Schedule to establish a Food Truck Special Use Permit of \$120.00 per application, per calendar year, and per location in the event the operator has multiple locations.

Moved by Gretchen R. Noonan and Seconded by Caitlin R. Jordan

ORDERED, the Cape Elizabeth Town Council amends the motion to set the fee at \$50.00 per application, per calendar year and per location in the event the operator has multiple locations.
(6 yes) (0 no)

Original Motion as Amended (6 yes) (0 no)

Item #148-2022 Referral of LD 2003 Amendments to Workshop

Moved by Caitlin R. Jordan and Seconded by Gretchen R. Noonan

ORDERED, the Cape Elizabeth Town Council refers amendments to Chapter 19 Zoning Ordinance relating to LD 2003 to a Town Council workshop. In addition comments are requested by the Planning Board and Ad-Hoc Housing Diversity Study Committee reporting back to the Town Council.

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Public Comment

Kevin Justh, 9 Spruce Lane suggested the town council look at the ADU section separately since there is already an ordinance.

Tom Dunham, 11 Becky's Cove Lane said to table the item and wait to see if there are any changes to LD 2003 by the legislature.

Moved by Nicole Boucher and Seconded by Gretchen R. Noonan

ORDERED, the Cape Elizabeth Town Council refers amendments to Chapter 19 Zoning Ordinance relating to LD 2003 to a Town Council workshop.

(5 yes) (1 no Councilor Reiniger)

Original Motion as Amended (5 yes) (1 no Councilor Reiniger)

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

None

Item #149-2022 Executive Session – Consideration of Property Tax Abatement Due to Hardship

Moved by Gretchen R. Noonan and Seconded by Timothy S. Reiniger

ORDERED, the Cape Elizabeth Town Council enters executive session at 8:35 p.m. pursuant to 1 M.R.S. §405 6F. to consider a request for the abatement of property taxes due to hardship.

(6 yes) (0 no)

Moved by Caitlin R. Jordan and Seconded by Gretchen R. Noonan

ORDERED, the Cape Elizabeth Town Council exits executive session and reenters public session at 8:45 p.m.

(6 yes) (0 no)

Moved by Caitlin R. Jordan and Seconded by Gretchen R. Noonan

ORDERED, the Cape Elizabeth Town Council denies the request for an abatement of property taxes.

(6 yes) (0 no)

Adjournment

Moved by Caitlin R. Jordan and Seconded by Susan A. Gillis

ORDERED, the Cape Elizabeth Town Council adjourns at 8:46 p.m.

(6 yes) (0 no)

Respectfully Submitted,

Debra M. Lane, Town Clerk