



Cape Elizabeth Town Council Special Meeting

Monday, December 16, 2024

7:00 p.m.

Town Hall Jordan Conference Room

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

Chair Penelope A. Jordan convened the meeting at 7:01 p.m.

Roll Call by the Town Clerk

All members of the Town Council were present.

Mary Costigan, Town Attorney
Patrick W. Fox, Town Manager
Angela S. Frawley, Town Clerk

Item #23-2025 Consider Contributions to the New Maine Paid Family and Medical Leave

Moved by Stephanie P. Anderson and Seconded by Jonathan T. Sahrbeck

ORDERED, the Cape Elizabeth Town Council elects to cover the employer and employee contributions to the new Maine Paid Family and Medical Leave program in the amount of 1% of employee wages for the period of January 1, 2025 through June 30, 2025.

(7 yes) (0 no)

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

ORDERED, the Cape Elizabeth Town Council suspends the Town Council Rules to add an item to the agenda.

(7 yes) (0 no)

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

ORDERED, the Cape Elizabeth Town Council adds Item #24-2025 to the agenda which was posted earlier in the day.

(7 yes) (0 no)

Item #24-2025 Consider Entering into Executive Session to Discuss the Appointment of a Town Assessor

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

ORDERED, the Cape Elizabeth Town Council enters into executive session at 7:09 p.m. pursuant to 1 M.R.S. §405 6 A to discuss the appointment of a Town Assessor.

(7 yes) (0 no)

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

ORDERED, the Cape Elizabeth Town Council exits executive session and reenters public session at 7:16 p.m.

(7 yes) (0 no)

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

ORDERED, the Cape Elizabeth Town Council appoints Nicholas Desjardins to serve as the Town Assessor. Said appointment is effective January 6, 2025 at a salary of \$87,500.00.
(7 yes) (0 no)

Adjournment

Moved by Caitlin J. Harriman and Seconded by Jonathan T. Sahrbeck

ORDERED, the Cape Elizabeth Town Council adjourns at 7:19 p.m.
(7 yes) (0 no)

Town Council Workshop Notes

Immediately following the special meeting, the council met in workshop session.

1. FOAA/Bias/Conflicts of Interest Training

Town Attorney Mary Costigan presented the topics.

2. Review of Code of Ethics

3. Discussion of Meeting Norms

4. 2025 Town Council Goals

The workshop adjourned without objection at 9:50 p.m.

Respectfully Submitted.

Angela S. Frawley, Town Clerk