

**TOWN OF CAPE ELIZABETH  
MEETING AGENDA**

MEETING: Harbors Committee  
DATE: Tuesday, January 16, 2018  
TIME: 6:15 P.M.  
PLACE: Lower Level Conference Room, Town Hall

**Harbors Committee**

James Casey, Committee Chair  
Stephen Culver, Committee Member  
Susan Farady, Committee Member  
Caitlin Jordan, Town Council Representative  
Katharine Ray, Committee Member

**Public Comment**

Policy of participation and public comment is attached as Page 2

**Reports and Correspondence**

1. Draft December 12, 2017 Meeting Minutes
2. Amended September 28, 2017 Meeting Minutes
3. Letter to Town Boards and Committees from Council Chair Jessica Sullivan and Town Manager Matt Sturgis
4. January 7, 2018 1<sup>st</sup> Draft of the Committee Report

**Items on the Agenda**

1. Call to Order - James Casey, Chair
2. Roll Call
3. Public Comment
4. Approval of the December 12, 2017 Meeting Minutes
5. Approval of the Amended September 28, 2017 Meeting Minutes
6. Review of the Letter to Town Boards and Committees
7. Discussion with Harbormaster Ian Anderson regarding mooring field mapping
8. Review of the 1<sup>st</sup> Draft of the Harbors Committee Report
9. Other Items not on the Agenda
10. Public Comment
11. Set next meeting date and time
12. Adjournment

**Next Meeting**

Members are asked to bring their calendars to set the next meeting date

**Respectfully Submitted**

Stephen D. Harding, P.E., Town Engineer

### **Public Participation**

The intent of this policy is to allow for public participation by interested parties and to provide for orderly committee deliberation.

### **Speaking on topics on the regular meeting agenda**

After the public comment period has been opened, any person wishing to address the Harbors Committee shall signify a desire to speak by raising his or her hand. When recognized by the chair, the speaker shall give his or her name and address or name and local affiliation, if the affiliation is relevant, prior to making other comments. All remarks should be addressed to the Harbors Committee. Comments shall be limited to three minutes per person; however, the time may be extended by majority vote of the Committee members present. The time for public comments is limited to 15 minutes per agenda item. This time may be extended by a majority vote of the Harbors Committee members present. 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 Committee has begun its deliberations on an item, no person shall be permitted to address the Committee on such item.

### **Speaking on topics not on the regular Harbors Committee meeting agenda**

Persons wishing to address the Harbors Committee on an issue or concern local in nature, not appearing on the agenda, may do so at a regular Committee meeting during any public comment period. Any person wishing to address the Harbors Committee shall signify a desire to speak by raising his or her hand. When recognized by the chair, the speaker shall give his or her name and address or name and local affiliation. Comments in each comment period shall be limited to three minutes per person and 15 minutes total; however, the time may be extended by a majority vote of the Committee members present.

### **Decorum**

Persons present at Harbors Committee meetings shall not applaud or otherwise express approval or disapproval of any statements made or actions taken at such meeting. Persons at Harbors Committee meetings may only address the Committee after being recognized by the chair.