

[Council Members](#)

Agendas -- [September 8, 2003](#)

[Special Meeting/Executive Session -- Thursday, September 18](#)

Draft Minutes -- [September 8, 2003](#)

[Special Meeting/Executive Session -- Thursday, September 18](#)

[Special Meeting/Executive Session -- Wednesday, September 24](#)

[Meetings Schedule](#) (as of 09/10/03)

[Policies](#)

TOWN COUNCIL MEMBERS

David J. Backer	6/2006	2 Rugosa Way
Anne Swift-Kayatta	6/2005	14 Stone Bridge Road
Carol Fritz	6/2006	1 Stirrup Road
Mary Ann Lynch , chairman	6/2004	2 Olde Colony Lane
John (Jack) E. Roberts Jr.	6/2005	185 Fowler Road
John W. McGinty	6/2004	86 Brentwood Road
Michael D. Mowles, Jr.	6/2006	423 Ocean House Road

[Return to top](#)

Agenda

September 8, 2003 Cape Elizabeth Town Council Draft Agenda

7:30 p.m.

Cape Elizabeth Town Hall

Roll Call by the Town Clerk

Pledge of Allegiance to the Flag

Reports and Correspondence

Town Manager's Report

Minutes of Meeting # 3-03-04 held August 11, 2003

Citizens' Discussion of Items not on the Agenda

The following item was defeated at the August 11, 2003 meeting by a 3-3 vote. It was subsequently voted 5-1 to reconsider the item and after reconsideration it was voted 6-0 to table the item to September. Any council member may move to remove the item from the table.

Item # 32-03-04 **Proposed amendment to the Revised Official Code of Ordinances regarding council pay**

It is recommended that Chapter 1, Article II of the Revised Official Code be amended to read: Sec. 1-2-3 Council Pay: The annual compensation of the town council shall be \$350.00 subject to an appropriation in the annual budget.

Item # 43-03-04 Consideration of the approval of a proposed concession stand for Plaisted Field

It is recommended that the design as substantially presented at the August 21st be authorized to be submitted to planning board for approval .

Item # 44-03-04 Consideration of a recommendation from the planning board that the proposed Fort Williams Master Plan be approved.

It is recommended that the report of the planning board be accepted and a public hearing be set on adoption of the plan for Wednesday, October 15, 2003 at 7:30 p.m. at the Cape Elizabeth Town Hall. .

Item # 45-03-04 Consideration of a report from the planning board recommending various amendments to town ordinances

It is recommended that there report be accepted and be referred to the ordinance committee for further review

Item # 46-03-04 Consideration of a recommendation from the town clerk to reappoint Marion Holhouser as the chairman of the Voter Registration Appeals Board for a new four year term due to expire on September 29, 2007.

This board is established pursuant to state statutes. This board consists of three individuals. One member is nominated by the local Republican Party and one by the Democratic Party. The chairman is nominated by the municipal clerk. All appointments are subject to the approval of the municipal officers.

Item # 47-03-04 Consideration of authorizing a stormwater management plan to be submitted to the Maine Department of Environmental Protection.

It is recommended that authorization be given to file the plan with the Maine DEP.

Item # 48-03-04 Consideration of a recommendation from Fort Williams Advisory Commission to permit a cancer survivorship day at Fort Williams Park on June 13, 2004.

Citizens Discussion of Items Not on the Agenda

Adjournment

The next scheduled meeting of the town council is a workshop meeting on Thursday, September 18, 2003 at 7:30 p.m. The agenda will include discussion regarding access to Great Pond, discussions involving the Larrea conservation land off Sawyer Road and the proposed alewife ordinance. The next regular meeting is on Wednesday, October 15, 2003 at 7:30 p.m.

At the conclusion of the September 8, 2003 town council meeting there will be a workshop at which the town manager will present a summary of the proposals opened earlier on September 8th for the possible sale of the former service station lot next of the town hall. The council will discuss a process for reviewing the proposals including potential dates to meet with those who have made proposals.

**Cape Elizabeth Town Council
Notice of Special Meeting
September 18, 2003
7:00 a.m.
Cape Elizabeth Town Hall**

The Cape Elizabeth Town Council will be meeting with the prospective purchasers of 316 Ocean House Road on Thursday, September 18, 2003 in the William H. Jordan room at the Cape Elizabeth Town Hall.

The Town Council will convene in the Town Council Chamber at 7:00 a.m. for the purpose of voting to enter into executive session to review property disposition matters, Beginning at 7:15 a.m., the four prospective purchasers will be invited to enter into the executive session individually every 25 minutes.

Each proposer is being asked to make a ten minute presentation. The ten minutes will be followed by up to 15 minutes of council questions and responses. The schedule for the presentations in the William H. Jordan Conference Room is as follows:

- 7:15 a.m. Jeneya Russo
- 7:40 a.m. Cape Center Group, LLC
- 8:05 a.m. Arlen W. Davis
- 8:30 a.m. Isis Development Group, LLC

The Town Council has also scheduled a meeting for September 24, 2003 at 4:00 p.m. for the purpose of continuing discussion on the proposals and the proposal process. See http://www.capeelizabeth.com/news/servicestationlot_2.html for more information.

DRAFT MINUTES

CAPE ELIZABETH TOWN COUNCIL MINUTES

Regular Meeting # 4-03-04

Monday, September 8, 2003

7:30 p.m.

ROLL CALL BY THE TOWN CLERK

Councilor	Term Expires	Address	Telephone	Present	Absent
David J. Backer	6/2006	2 Rugosa Way	799-2397	X	
Ann E. Swift-Kayatta	6/2005	14 Stone Bridge Road	767-5754	X	
Carol Fritz	6/2006	1 Stirrup Road	767-3737	X	
Mary Ann Lynch	6/2004	2 Olde Colony Lane	741-2709	X	
John E. "Jack" Roberts	6/2005	185 Fowler Road	767-4526	X	
John W. McGinty	6/2004	86 Brentwood Road	767-0139	X	
Michael D. Mowles, Jr.	6/2006	423 Ocean House Road	741-2552	X	

TOWN STAFF

Michael McGovern	X
Jacqueline N. Coy	X

Roll Call by the Town Clerk

Pledge of Allegiance to the Flag

Reports and Correspondence

Chairman Lynch congratulated Community Liaison Officer Paul Gaspar for receiving the Elder Service Officer of the year. Maine

Attorney General Steven Rowe recently presented the award to Paul.

Councilor McGinty applauded one of our local firefighters, Adam Salve. Adam is due back from Montana, where he has been fighting fires. Councilor McGinty also congratulated Evelyn and Jim Cox, who are celebrating their 45th wedding anniversary. Evelyn is Captain of the Rescue team, and Jim is a driver.

Councilor Fritz wanted to remind residents that applications for the upcoming Boards and Commissions beginning January 1st, 2004, will be available by September 21st. The announcement will be advertised in our next Cape Courier and on our website. The applications will be due by Monday, October 27th.

Town Manager's Report

Manager McGovern reminded everyone that Wednesday, September 17, 2003, is employee training and Employee Appreciation Day. Town Hall and Thomas Memorial Library will be closed all day. The transfer station will be open its' regular hours.

He also congratulated Rachel Quenk Davis of the library on her recent marriage.

The Children's program at the library this summer reported over 400 children attending. The summer program at Community Services had over 1100 children in their various programs.

Manager McGovern thanked Public Works for the completion of the sewer rehab project in the Mountain View and Cottage Farms area.

He thanked the Facilities staff for all their work this summer. He also said that he appreciates everyone's cooperative efforts in all they do in all departments.

Minutes of Meeting #3-03-04 held August 11, 2003

Moved by A. Swift-Kayatta and Seconded by J. McGinty

Ordered the Cape Elizabeth Town Council accepts the minutes of the meeting #3-03-04 held August 11, 2003

(6 yes)(0 no) 1 abstain (D. Backer)

Citizens' Discussion of Items not on the Agenda - None

Item # 32-03-04 Proposed amendment to the Revised Official Code of Ordinances regarding council pay

Moved by J. Roberts and Seconded by M. Mowles

Ordered the Cape Elizabeth Town Council to remove Item #32-03-04 from the table

(7 yes)(0 no)

Moved by J. Roberts and Seconded by J. McGinty

Ordered the Cape Elizabeth Town Council amends Chapter 1, Article II of the Revised Official code to read: Sec. 1-2-3 Council Pay: The annual compensation of the town council shall be \$350.00 subject to an appropriation in the annual budget.

(5 yes)(2 no) D. Backer and C. Fritz

Item # 43-03-04 Consideration of the approval of a proposed concession stand for Plaisted Field

Manager McGovern gave overview.

Moved by M. Mowles and Seconded by J. Roberts

Ordered the Cape Elizabeth Town Council authorizes the design plan presented at the August 21st workshop to be submitted to the Planning Board for approval.

(7 yes)(0 no)

Item # 44-03-04 Consideration of a recommendation from the planning board that the proposed Fort Williams Master Plan be approved.

Moved by A. Swift-Kayatta and Seconded by M. Mowles

Ordered the Cape Elizabeth Town Council recommends that the report of the planning board be accepted and a public hearing be set on adoption of the plan for Wednesday, October 15, 2003 at

7:30 p.m. at the Cape Elizabeth Town Hall.

(7 yes)(0 no)

Item # 45-03-04 Consideration of a report from the planning board recommending various amendments to town ordinances

Moved by J. McGinty and Seconded by A. Swift-Kayatta

Ordered the Cape Elizabeth Town Council recommends that the report be accepted and be referred to the ordinance committee for further review

(6 yes)(1 no) C. Fritz

Item # 46-03-04 Consideration of a recommendation from the town clerk to reappoint Marion Holshouser as the chairman of the Voter Registration Appeals Board for a new four year term due to expire on September 29, 2007.

Moved by C. Fritz and Seconded by M. Mowles

Ordered the Cape Elizabeth Town Council recommends that the Town Clerk reappoint Marion Holshouser as the chairman of the Voter Registration Appeals Board for a new four year term due to expire on September 29, 2007.

(7 yes)(0 no)

Item # 47-03-04 Consideration of authorizing a stormwater management plan to be submitted to the Maine Department of Environmental Protection.

Introduction by Manager McGovern

Moved by A. Swift-Kayatta and Seconded by J. Roberts

Ordered the Cape Elizabeth Town Council recommends that authorization be given to file the

stormwater management plan with the Maine DEP.

(7 yes)(0 no)

Item # 48-03-04 Consideration of a recommendation from Fort Williams Advisory Commission to permit a cancer survivorship day at Fort Williams Park on June 13, 2004.

Introduction by Manager McGovern

Moved by J. McGinty and Seconded by M. Mowles

Ordered the Cape Elizabeth Town Council approves the use of Fort Williams Park for a cancer survivorship day on June 13, 2004.

(7 yes)(0 no)

Citizens Discussion of Items Not on the Agenda

Manager McGovern announced that bid proposals were submitted for the lot at 316 Ocean House Road next to Town Hall. Arlen Davis, Paul Woods, and James Walsh all submitted bids before the 3 p.m. deadline. One other bid was submitted at 3:30 p.m. It will be up to the Council whether to accept this bid in the workshop following this meeting. All the bids submitted provide for mixed commercial, retail and residential status.

Adjournment

Moved by M. Mowles and Seconded by A. Swift-Kayatta

Ordered the Cape Elizabeth Town Council adjourns at 8:10 p.m.

(7 yes)(0 no)

Respectfully submitted,

Jacqueline N. Coy

Town Clerk

[Return to top](#)

CAPE ELIZABETH TOWN COUNCIL MINUTES

Special Meeting # 5-03-04

Thursday, September 18, 2003

7:00 a.m.

ROLL CALL BY THE TOWN CLERK

Councilor	Term Expires	Address	Telephone	Present	Absent
David J. Backer	6/2006	2 Rugosa Way	799-2397	X	
Ann E. Swift-Kayatta	6/2005	14 Stone Bridge Road	767-5754	X	
Carol Fritz	6/2006	1 Stirrup Road	767-3737	X	
Mary Ann Lynch	6/2004	2 Olde Colony Lane	741-2709	X	
John E. "Jack" Roberts	6/2005	185 Fowler Road	767-4526	X	
John W. McGinty	6/2004	86 Brentwood Road	767-0139	X	
Michael D. Mowles, Jr.	6/2006	423 Ocean House Road	741-2552	X	

TOWN STAFF

Michael McGovern	X
Jacqueline N. Coy	X

Roll Call by the Town Clerk

Pledge of Allegiance to the Flag

Item # 49-03-04 Consideration of entering executive session to discuss matters relating to property acquisition/disposition.

Moved by A. Swift-Kayatta and seconded by C. Fritz

Ordered the Cape Elizabeth Town Council to enter executive session to discuss matters relating to property acquisition/disposition at 7:05 a.m.

(7 yes)(0 no)

Moved by A. Swift-Kayatta and Seconded by J. McGinty

Ordered the Cape Elizabeth Town Council to leave executive session at 9:38 a.m.

(7 yes)(0 no)

Adjournment

Moved by J. McGinty and Seconded by J. Roberts

Ordered the Cape Elizabeth Town Council to adjourn at 9:40 a.m.

Respectfully submitted,

Jacqueline N. Coy

Town Clerk

[Return to top](#)

CAPE ELIZABETH TOWN COUNCIL MINUTES

Special Meeting # 6-03-04

Wednesday, September 24, 2003

4:00 p.m.

ROLL CALL BY THE TOWN CLERK

Councilor	Term Expires	Address	Telephone	Present	Absent
David J. Backer	6/2006	2 Rugosa Way	799-2397	X	

Ann E. Swift-Kayatta	6/2005	14 Stone Bridge Road	767-5754	X
Carol Fritz	6/2006	1 Stirrup Road	767-3737	X
Mary Ann Lynch	6/2004	2 Olde Colony Lane	741-2709	X
John E. "Jack" Roberts	6/2005	185 Fowler Road	767-4526	X
John W. McGinty	6/2004	86 Brentwood Road	767-0139	X
Michael D. Mowles, Jr.	6/2006	423 Ocean House Road	741-2552	X

TOWN STAFF

Michael McGovern	X
Jacqueline N. Coy	X

Roll Call by the Town Clerk

Pledge of Allegiance to the Flag

Item # 50-03-04 Consideration of entering executive session to discuss matters relating to property acquisition/disposition.

Moved by A. Swift-Kayatta and seconded by M. Mowles

Ordered the Cape Elizabeth Town Council to enter executive session to discuss matters relating to property acquisition/disposition at 4:05 p.m.

(6 yes)(0 no) D. Backer arrived to Executive session at 4:20 p.m.

Moved by M. Mowles and Seconded by A. Swift-Kayatta

Ordered the Cape Elizabeth Town Council to leave executive session at 5:30 p.m.

(7 yes)(0 no)

Moved by A. Swift-Kayatta and Seconded by J. Roberts

Ordered the Cape Elizabeth Town Council to authorize the Town Manager to continue discussion with Isis Development LLC and Cape Center Group, LLC.

(7 yes)(0 no)

Adjournment

Moved by A. Swift-Kayatta and Seconded by J. Roberts

Ordered the Cape Elizabeth Town Council to adjourn at 5:35 p.m.

(7 yes)(0 no)

Respectfully Submitted,

Jacqueline N. Coy

Town Clerk

MEETINGS SCHEDULE

Summary of Upcoming Town Council and Council Committee Meetings as of 9/10/2003

September 18, 2003 Town Council 7:00 a.m. Executive Session review of proposals for 316 Ocean House Road

September 18, 2003 Town Council 7:30 p.m. Council Workshop with Conservation Commission

September 24, 2003 Town Council 4:00 p.m. Executive Session-Discussion of proposals

October 15, 2003 Town Council 7:30 p.m. Regular Monthly Council Meeting

October 23, 2003 Town Council 7:30 p.m. Regular Monthly Council Workshop

November 10, 2003 Town Council 7:30 p.m. Regular Monthly Council Meeting

November 20, 2003 Town Council 7:30 p.m. Regular Monthly Council Workshop

December 8, 2003 Town Council 7:30 p.m. Regular Monthly Council Meeting

September 23, 2003 Ordinance Committee 8:00 a.m. Review of proposed ordinance changes

September 30, 2003 Ordinance Committee 8:00 a.m. Review of proposed ordinance changes. Ordinance Committee meetings are

in the Assessing/Codes/Planning Conference Room

November 3, 6, 13 and 19 -- Appointments Committee
Interviews for Boards and Commissions, Town Manager's
Office. Deadline for applications is October 27, 2003

[Return to top](#)

POLICIES

[Return to top](#)