



CAPE ELIZABETH TOWN COUNCIL MINUTES
Regular Meeting # 11-02-03
Monday, February 10, 2003
7:30 p.m.

Present Absent

John E. "Jack" Roberts, Jr., Chr.	185 Fowler Road	X	767-4526	6/2005
Henry N. Berry III	110 Two Lights Road	X	799-6500	6/2003
Penelope P. Carson	36 Trundy Road	X	799-8029	6/2003
Carolyn M. Fritz	1 Stirrup Road	X	767-3737	6/2003
Mary Ann Lynch	2 Olde Colony Lane	X	767-5788	6/2004
John W. McGinty	86 Brentwood Road	X	767-0139	6/2004
Anne E. Swift-Kayatta	14 Stone Bridge Road	X	767-5754	6/2005

Student Representatives

Rhiannon Gill

X

Alex Weaver

X

Michael K. McGovern, Town Manager

X

Debra M. Lane, Town Clerk

X

Roll Call by the Town Clerk

Pledge of Allegiance to the Flag

Reports and Correspondence

Councilor Fritz invited the Town Council to join the Refuse Materials Planning Committee to tour Regional Waste Systems on Wednesday, February 12.

Councilor Berry thanked Bob Malley and the Public Works Department for their efforts this winter.

Town Manager's Report

Town Manager Michael McGovern congratulated his secretary, Barbara Ray on her retirement. Mrs. Ray has served as Secretary to the Town Manager and General Assistance Administrator for almost 17 years (in April). She has also served the Thomas Jordan Trust Subcommittee. Mrs. Ray will retire effective March 7, 2003.

Citizens' Discussion of Items not on the Agenda None

Minutes of Meetings # 10-02-03 held January 13, 2003

Moved by H. Berry and Seconded by A. Swift-Kayatta

Ordered the Cape Elizabeth Town Council approves the minutes of Meeting #10-02/03 held January 13, 2003 as written.

(7 yes) (0 no)

Item # 81-02-03 Date of March Regular Meeting

Moved by H. Berry and Seconded by J. McGinty

Ordered the Cape Elizabeth Town Council sets the March Town Council meeting for Wednesday, March 12, 2003 at 7:30PM at Town Hall.

(7 yes) (0 no)

Item # 82-02-03 Report from School Board-Kindergarten Space

Intro

Marie Prager, School Board Chairman

Mrs. Prager presented the recommendations of the School Board. If the Town Council decides to send the Pond Cove project to referendum, the School Board recommends a vote at the November 2003 election.

Tom Forcella, Superintendent

Dr. Forcella expressed the importance and commitment for the grades to function as K-4, 5-8 and 9-12.

Elaine Moloney, School Board Finance Chairman

Mrs. Moloney explained the financial implications of the project. Since the GPA is unknown at this time, the School Board awaits the announcement in order to complete budget deliberations. The School Board is requesting that if the Pond Cove project isn't approved and portables are constructed that the portables are considered a long-term debt and not included in the school's operating budget.

Moved by M. Lynch and Seconded by P. Carson

Ordered the Cape Elizabeth Town Council acknowledges receipt of a report from the School Board regarding the proposed addition to Pond Cove for kindergarten space and renovations to the High School.

(7 yes) (0 no)

Moved by M. Lynch and Seconded by P. Carson

Ordered the Cape Elizabeth Town Council sets to public hearing on Wednesday, March 12, 2003 at 7:30PM at Town Hall all related issues regarding the recommendations of the School Board for the proposed addition to Pond Cove and renovations to the High School.

(7 yes) (0 no)

Item # 83-02-03 Affordable Housing Provisions

Moved by P. Carson and Seconded by C. Fritz

Ordered the Cape Elizabeth Town Council requests the Planning Board to review the provisions in the Zoning Ordinance relating to affordable housing and especially the period of time provided for the town to sell any property when current owners wish to sell. A report from the Planning Board is requested within the next 4 months.

(7 yes) (0 no)

Item # 84-02-03 Leighton Farms Subdivision

Intro – Michael McGovern, Town Manager
Joel Fitzpatrick, Principal of Wyley Enterprises, LLC (Developer)

Moved by M. Lynch and Seconded by P. Carson

Ordered the Cape Elizabeth Town Council amends the sewer service map to include the parcels, which entail the proposed Leighton Farms subdivision off Wells Road, and the Town gives conditional municipal acceptance to accept the road, drainage works, sewerage system and open space upon satisfactory completion and approval of the Planning Board.

(7 yes) (0 no)

Item # 85-02-03 Town Office Reorganization

Intro – Michael McGovern, Town Manager

Moved by H. Berry and Seconded by A. Swift-Kayatta

Ordered the Cape Elizabeth Town Council approves the Town Manager's reorganization of the Town Office staff as proposed. In addition the Town Council accepts the resignation of Debra M. Lane as Town Clerk and Administrative Assistant to the Town Manager and Registrar subject to the confirmation of Jacqueline N. Coy to serve as Town Clerk effective April 7, 2003.

(7 yes) (0 no)

Item # 86-02-03 Town Clerk Confirmation

Intro – Michael McGovern, Town Manager
Debra Lane, Town Clerk

Present – Town Clerk-Elect Jacqueline N. Coy

Moved by H. Berry and Seconded by C. Fritz

Ordered the Cape Elizabeth Town Council confirms the Town Manager's appointment of Jacqueline N. Coy to serve as the Cape Elizabeth Town Clerk effective April 7, 2003.

(7 yes) (0 no)

Item # 87-02-03 Registrar of Voters

Moved by M. Lynch and Seconded by P. Carson

Ordered the Cape Elizabeth Town Council appoints Jacqueline N. Coy to serve as the Registrar of Voters for a term to begin on April 7, 2003. The terms expires January 1, 2005.

(7 yes) (0 no)

Item # 88-02-03 General Assistance Administrator Confirmation

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

Ordered the Cape Elizabeth Town Council appoints Town Manager Michael K. McGovern to serve as Cape Elizabeth General Assistance Administrator for a term to begin on March 7, 2003.

(7 yes) (0 no)

Item # 89-02-03 Lease of Building # 324 at Fort Williams Park

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

Ordered the Cape Elizabeth Town Council authorizes Town Manager Michael K. McGovern to sign a lease renewal for Family Crisis Services, Inc. for the continued use of Building #324 at Officer's Row at Fort Williams Park, as presented. Said Agreement of Lease is for a term of five years commencing on April 1, 2003 and ending March 31, 2008, provided that the insurance required is effective and evidenced as stated in the lease agreement. The rental shall be as follows:

April 1, 2003	\$978.00 per month
April 1, 2004	\$1007.00 per month
April 1, 2005	\$1038.00 per month
April 1, 2006	\$1064.00 per month
April 1, 2007	\$1100.00 per month

(7 yes) (0 no)

See attachment.

Item # 90-02-03

Fort Williams Park- 2003 Events and Uses

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

Ordered the Cape Elizabeth Town Council approves the following uses of Fort Williams Park for 2003, as presented, subject to the Fort Williams Use Policy:

April 6	National MS Society Walk
April 20	Kite Fly Event
May 4	Kite Fly Event
June 8	Cape Elizabeth High School Graduation
June 14	Family Fun Day
June 15	Kite Fly Event
June 21	Rain date-Family Fun Day
Various	Cape Elizabeth Little League (per letter)
August 2	Beach to Beacon Road Race- Setup 7/31 and 8/1
August 10	Monhegan Island Race
August 31	Labor Day Weekend Art Show
September 1	Labor-Labor Day Weekend Art Show
September 7	Downeast Car Show
September 14	Rain date- Downeast Car Show
October 12	Kite Fly Event
October 19	Breast Cancer Walk

(7 yes) (0 no)

Town Manager Michael McGovern presented a Red Cross proclamation, received late his afternoon, for consideration.

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

Ordered the Cape Elizabeth Town Council approves signing of the document entitled Proclamation American Red Cross Month March 2003, as presented. The Proclamation recognizes the efforts and encourages advancing the mission of the Red Cross.

(7 yes) (0 no)

See attachment.

Item # 91-02-03

Executive Session

Moved by H. Berry and Seconded by A. Swift-Kayatta

Ordered the Cape Elizabeth Town Council enters into executive session at 8:46PM to review a land acquisition/disposition matter and to continue discussion of the annual evaluation of the Town Manager.

(7 yes) (0 no)

Citizens' Discussion of Items Not on the Agenda None

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Moved by H. Berry and Seconded by C. Fritz

Ordered the Cape Elizabeth Town Council exits executive session and reenters public session at 9:25PM.

(7 yes) (0 no)

Adjournment

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

Ordered the Cape Elizabeth Town Council adjourns at 9:25PM

(7 yes) (0 no)

Debra M. Lane, Town Clerk

Next Meetings:

Town Council Workshop

Next Regular Meeting

Fort Williams Park Fees Workshop

Public Forum on Budget Issues

No workshop in February.

Wednesday, March 12, 2003 at 7:30 p.m.

Thursday, March 13, 2003 at 7:30 p.m.

Monday, March 31, 2003 at 7:30 p.m.