**Memorandum**

To: Cape Elizabeth Town Council

From: Michael K. McGovern, Town Manager

Re: Process to Review Selected Council Goals

Date: December 29, 2014

The following thoughts are offered on how you might progress on the process for considering some of your goals.

***The town council will review how the town might address policies dealing with poor cell coverage in the community.***

The town first needs good information from citizens on areas that have poor cell coverage. This could be obtained by an ad in the Courier asking citizens to email or write a letter outlining where they are having coverage problems and the extent of the coverage. The town could also engage with cell providers asking them to provide copies of any studies they have undertaken on cell service areas in Cape Elizabeth.

Second, before any ideas are floated out, there should be a public forum opportunity on the topic. This should be advertised as a public forum and not be simply using a few minutes at a council workshop. The council should then consider if this item should be referred to the planning board as any change would take the form of an amendment to the zoning ordinance. I suggest that of this is referred that the council refer it with some direction.

***The town council will determine longer term uses of the former Spurwink School for after its temporary use as a library in 2015.***

The town council should establish a small working group to solicit public opinions and to review costs of any options. The working group should begin work in September 2015 as the issue will be more ripe as the library nears completion. The working group should have five citizens appointed through the appointments committee process. Other than study money, no funds should be expended on any alterations to the building until July 1, 2016.

*The council will seek to work with the school board in a joint review of the original mission for community services and evaluate how it has evolved and what is appropriate going forward.*

The council and school board chairs and finance committee chairs should meet to discuss how this joint review should occur. This initial meeting should occur in January 2015.

***The town council will continue to seek improvements for access to Crescent Beach and Kettle Cove and will prepare an update of the harbors report from the 1980s.***

The council chair, Councilor Jordan and the town manager should meet with the Director of the Maine Bureau of Parks and Public Lands by the end of February to discuss access issues and the state’s long term plans for the parks. The objective for that meeting should be to solicit a state commitment to actively engage with the town and its citizens on the park’s future.

The harbors section of this goal will require some funding and it is recommended that this be considered as part of the budget deliberations in March and April.

***The town council will review the speed limit in the town center and other unaddressed issues arising from the town center planning committee.***

The town council will receive a report on this issue from the chief of police for the agenda at your February meeting at which you will decide if you wish to petition the state to consider a change in any speed limits. The chief will also coordinate any recommendation with his South Portland counterpart for the Shore Road/Cottage Road area limits.