



## **Cape Elizabeth Town Council Minutes**

**DRAFT Monday, January 8, 2018**

**7:00 p.m.**

**Cape Elizabeth Town Hall**

Jessica L. Sullivan, Chairman  
James M. "Jamie" Garvin  
Caitlin R. Jordan  
Penelope A. Jordan  
Sara W. Lennon  
Valerie A. Randall  
Christopher M. Straw

### **Roll Call by the Town Clerk**

All members of the town council were present except Councilor Caitlin Jordan and Councilor Penelope Jordan.

Debra M. Lane, Town Clerk  
Matthew E. Sturgis, Town Manager

### **The Pledge of Allegiance to the Flag**

### **Town Council Reports and Correspondence**

Councilor Lennon reminded residents of the Comprehensive Plan public forum on Thursday, January 25 at 7:00 p.m. in the Council Chambers.

Chairman Sullivan thanked the public works crew for their hard work during tough winter conditions the past few weeks. Two public workshops on paper streets have been scheduled; Thursday, 2/1 at 7:00 p.m. and Saturday, 2/3 at 10:00 a.m. Both sessions will be held at the Town Center Fire Station. Thank you to Webmaster Wendy Derzawiec for adding the "How do I" section to the website. During the recent goal setting workshop the council expressed desire to ease the use of the website with a FAQ/How Do I section.

### **Finance Committee Report**

Finance Chairman Garvin and Town Manager Sturgis reviewed the financial report and dashboard as of 12/31/2017.

### **Citizen Opportunity for Discussion of Items Not on the Agenda**

None

### **Town Manager's Monthly Report**

#### **Update on the Park Manager Position**

Town Manager's Report  
January 8, 2018

The close of the year was extremely busy at the tax collection department with the recent changes to income tax laws. With the adjustment of itemized deductions, specific to local and state taxes paid, there was an end of the year rush by many residents to pay the second half tax amounts due in April in order to have this amount included in their 2017 itemized deductions on federal income taxes. To provide perspective, last December the town received just under \$130,000, while this year December showed a receivable of over \$2.85 million in payments. I would like to take the opportunity to thank Debra Lane and her tax collection staff for processing this tremendous increase in volume, which was focused mainly in the last two weeks of December.

**Sec. 7-1-7 Dogs to be Restrained on Municipal Property**

(a) Any dog within the boundaries of a groomed and/or regularly maintained municipal property including, but not limited to, Fort Williams Park, public roads, municipal sidewalks and athletic fields, will be walked on a leash or tether at all times. The person accompanying the dog in these situations is required to collect any feces dropped by the animal and dispose of same in an area where it will not likely be encountered by any persons. The Cape Elizabeth Poor Farm, Lions' Field excluding the Little League field, and a 20 acre portion of Fort Williams Park Southerly of Humphreys Road (as defined in paragraph (b) ~~(the road fronting the Parks Maintenance Building) and extending along a line to the rear of the long garages at the rear of Officers Row buildings, (but excluding the fields immediately south of Portland Head Light and in front of Battery Blair)~~) are not considered to be groomed and/or regularly maintained for purposes of this ordinance.

(b) The Unleashed Dog Area in Fort Williams Park (encompassing the Multi-Purpose Field) is defined as an area abutting the Southerly edge of the Central Parking Lot and extending westerly along the Southerly side of the Heavy Equipment Storage Building, continuing Westerly directly behind the long garages at the rear of the Officers Row buildings to Harrison Road; continuing on (and including) Merriman Road along the northerly border of Delano Park to the water's edge; then extending northerly along the shoreline turning westerly across "The Green" to the southern end of Battery Blair; turning northerly then westerly back to the Southerly edge of the Central Parking Lot (as referenced on the Unleashed Dog Area Map dated (insert date)). Unleashed dogs are prohibited on the Multi-Purpose Athletic Field from April 1<sup>st</sup> to November 1<sup>st</sup>.

During the discussions of the off-leash areas there has been mention of an overall question of whether dogs should be allowed on any athletic field, no matter what time of the year, leashed or unleashed. Further clarification is needed for policies relating to Gull Crest and other town-owned properties; inventory of town-owned property and boundary issues if there are any. Does the availability of receptacles for picking up after dogs at Fort Williams Park violate the policy of carry in/carry-out trash?

It was a consensus of the town council to request the town manager to provide recommendations to address issues that have been raised. The town manager will report back to the town council at the February 12 meeting; referral to the ordinance committee is anticipated.

**Item #31-2018 Request to Apply for Resource Protection Permit for Construction of Boardwalk – Cross Hill Neighborhood**

Intro – Mr. Sturgis

Moved by James M. Garvin and Seconded by Christopher M. Straw

ORDERED, the Cape Elizabeth Town Council authorizes the town manager to apply for a Resource Protection Permit to the Planning Board to construct up to 600' of boardwalk in the Cross Hill neighborhood north of Tiger Lily Lane as presented.

(5 yes) (0 no)