

MEMORANDUM

March 1, 2018

To: Matthew Sturgis, Town Manager
From: Town of Cape Elizabeth Harbors Committee
Subject: Extension of Time to Complete the Committee's Work

The Harbors Committee has continued its work to address the Town Council charges to the Committee. We have now met 16 times and conducted one field visit to review firsthand the various Cape Elizabeth Harbors. The Committee had previously received a 3-month extension of the original 1-year time frame originally envisioned for this effort. While we have used this time period aggressively and have addressed several charges to date, we ask that the Council allow the Committee another 30-day extension to fully complete our charges. The following narrative is an update as to the status of our progress on the various Council charges.

- 1. Review the Town's Coastal Waters and Harbor Ordinance and recommend any changes it deems desirable to the Town Council:** This charge has been completed.
- 2. Meet with state officials to determine options for boat access in the Kettle Cove/Crescent Beach State Park area and develop a long range plan for access:** This charge has been completed and will be documented in our final report to the Council which would be finalized during the requested extension period.
- 3. Update the maps utilized by the harbormaster showing potential locations for moorings:** We are working with the Harbormaster to gather coordinates for the mooring locations, but have been unable to do the field work thus far due to the cold weather. Now that the weather is improving, we believe that this work will be done within additional extension period.
- 4. Inventory public water access:** This charge is complete and will be documented in our final report to the Council.
- 5. Assist the comprehensive plan committee with the marine resources section of the comprehensive plan:** We are actively working on a draft of the section to deliver to the Comprehensive Plan Committee. This work will also be completed within the time extension period.
- 6. Consider such other related matters as the town council may request:** We have not received any additional Town Council requests.

We request that you provide this memorandum to the Town Council so that they may consider the Harbors Committee's request for a one-month time extension in order for the Committee to effectively complete our work by April 30, 2018.
