



## **Cape Elizabeth Town Council Workshop**

**Agenda Tuesday, May 1, 2018**

**7:00 p.m. Cape Elizabeth Town Hall**

**Council Chambers**

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

### **Participation at Meetings and Conduct of Meetings**

#### **Workshop Meetings**

The purpose of a workshop meeting is primarily for council dialogue involving reports and proposals from council members, committees and staff that may be considered at later Town Council meetings. The Town Council may give guidance to the chairman and to staff at workshop meetings but no decisions may be made that require formal votes. Notwithstanding the prior sentence, the Town Council may vote on procedural motions at a workshop meeting to determine a conflict of interest, to enter into executive session and to adjourn. Prior to Town Council discussion on any item, members of the public may speak on each agenda item for not more than three minutes each and up to a total of 15 minutes. If there are more speakers than the time available, the chairman may allocate the speaking time in order to balance the debate. The public participation portion shall conclude when the Town Council begins its discussions.

#### **Decorum**

Persons present at Council meetings shall not applaud or otherwise express approval or disapproval of any statements made or actions taken at such meeting. Persons at Council meetings may only address the Town Council after being recognized by the chairman.

### **Convening by Town Council Chairman Jessica L. Sullivan**

Opportunity for Public Comment (Limited to 15 minutes; 3 minutes per person. Time may be extended by a majority of the town council.)

#### **1. Request by the Cape Elizabeth Land Trust**

On December 11, 2017 the town council received a request from the Cape Elizabeth Land Trust for funding to assist with the purchase of 51.9 acres abutting the Robinson Woods Preserve in the amount of \$281,666 or 1/3 of the purchase price.

The town council met with CELT on March 5, 2018 to discuss the request. On March 12, 2018 the town council referred the request to the conservation committee for review and recommendation. On April 9, 2018 the town council reviewed the recommendation from the conservation committee and referred the request to further review. The request has also been considered in the recent FY 2019 budget deliberations.

The workshop will provide additional opportunity for town council discussion and deliberation.

Opportunity for Public Comment (Limited to 15 minutes; 3 minutes per person. Time may be extended by a majority of the town council.)

## **2. Pay/Display Parking at Fort Williams Park**

At a joint town council workshop with the Fort Williams Advisory Committee on February 5, 2018 pay/display parking at Fort Williams Park was discussed. The town council asked the town manager to further review pay/display for future council discussion.

On April 9, 2018 the town council referred the discussion of pay/display at Fort Williams Park to a workshop on May 1, 2018. Also the town council directed the town manager to create a request for proposals for providing pay/display parking units for Fort Williams Park and receive responses to the request from vendors.

The town council will receive an update from the town manager and discuss the concept of pay/display at Fort Williams Park and possible next steps.

Opportunity for Public Comment (Limited to 15 minutes; 3 minutes per person. Time may be extended by a majority of the town council.)

## **3. Senior Citizen Tax Relief Ordinance and Program**

2018 Town Council Goal - Explore the creation and implementation of a senior citizen property tax relief program.

Clinton Swett, Town Assessor provided a presentation on a proposed senior citizen tax relief program at the April 9, 2018 town council meeting. It was a consensus to continue review of the proposed program including how the program may be financed and what perimeters/criteria may be appropriate for Cape Elizabeth.

The town council will discuss the ordinance/program. Town Assessor Clinton Swett will be present to answer questions and receive guidance on possible next steps.

## **Adjournment**