



## **Cape Elizabeth Town Council Minutes**

**DRAFT Monday, May 14, 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

**The meeting was convened by Town Council Chairman Jessica L. Sullivan at 7:00 p.m.**

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

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

All members of the town council were present.

Debra M. Lane, Town Clerk

Matthew E. Sturgis, Town Manager

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

Councilor Penelope Jordan announced the Comprehensive Plan Committee will hold a public forum on June 6 – more details to follow. Citizens are encouraged to continue answering the online questions.

Chairman Sullivan noted two letters received from Gary Cummings, 36 Richmond Terrace relating to the school budget.

### **Review and Discussion – Fiscal Year 2017 Audit Results**

Jennifer Conners of Runyon Kersteen Ouellette was present to review the steps taken to correct items identified as significant deficiencies and actions to insure ongoing remediation. The timing of the audit has been changed from mid-July to mid-August providing staff time to reconcile the June bank statement and process year-end adjustments. Identifying capital projects has been addressed. The auditor has provided a new spreadsheet for staff to track projects while in progress.

Mr. Sturgis mentioned he is contemplating closing the tax office to the public at noon on Friday, June 29. This will enable staff to close the fiscal year and start anew on Monday, July 2.

### **Finance Committee Report**

Councilor Garvin, Finance Chairman and Town Manager Sturgis reviewed the financial dashboard and revenues and expenditures to date.

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

None

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**Town Manager's Monthly Report**

Town Manager's Report  
May 14, 2018

In light of the evening's lengthy agenda, I will keep tonight's Manager's Report brief.

The Cape Elizabeth Police held a drug take back day on April 28<sup>th</sup>, where unused and unwanted medications were collected to be disposed of properly. This is always a very successful event which resulted in 194.5 pounds of unwanted medications brought back for proper disposal.

Public works is extremely busy with street sweeping, and they are continuing to address spring cleanup.

The combined stormwater overflow project to eliminate the illicit connections to the storm sewer has been extremely successful. The project has resulted in 37 illicit connections being properly connected and the project will be completed this week.

If you have visited Fort Williams Park you will notice the pedestrian improvements at the picnic shelter parking lot are complete and look great, and the retaining wall on the battery is progressing.

This past Saturday 400 vehicles came to participate in the household hazardous waste event at the recycling center. This is also very popular and provides the opportunity to dispose of unwanted materials that are generally difficult to dispose of.

Finally, as we arrive at the end of the budget process I would like to express my gratitude to all of the Town departments and department heads for helping in the crafting of the Town budget. The town is blessed with some of the best department heads in the state and their work is reflected in the town budget.

Matthew E. Sturgis, Town Manager

**Review of Draft Minutes of April 9, 2018 and Special Meetings held on May 1 and May 7, 2018**

Moved by Christopher M. Straw and Seconded by Caitlin R. Jordan

ORDERED, the Cape Elizabeth Town Council approves the minutes of the meeting held on April 9, 2018 with the following amendments to the draft:

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Janet Villiotte, 7 Montgomery Terrace sent an email to the town council on April 8, relating to ~~“concerns about financial mismanagement, administrative mismanagement and lack of transparency by the Cape Elizabeth School Board.”~~ A public meeting with the school board is requested to address the concerns. See attachment.

Strike the attachment of the memo.

Terri Patterson, 15 Surf Road stated she has been involved with many committees over the years and has a good sense of how things work. Thank you to Janet Villiotte for her research. ~~Citizens need to be involved and voice their concerns. The facts in the memo don't tell the full story. She feels the tone of the memo was harsh and somewhat insulting, aggressive and accusatory.~~

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Moved by Christopher M. Straw and Seconded by Penelope A. Jordan

ORDERED, the Cape Elizabeth Town Council tables the minutes of the meeting held on April 9, 2018 pending discussion at an upcoming workshop of what documents/correspondence should be included in the minutes and how public comments at a meeting are documented.

(7 yes) (0 no)

Moved by Valerie A. Randall and Seconded by Penelope A. Jordan

ORDERED, the Cape Elizabeth Town Council approves the minutes of the special meeting held on May 1, 2018 as presented.

(7 yes) (0 no)

Moved by Sara W. Lennon and Seconded by James M. Garvin

ORDERED, the Cape Elizabeth Town Council approves the minutes of the special meeting held on May 7, 2018 with the following name and address corrections:

Page 2 Complete the address - Stella Crawford – 470 Mitchell Road

Page 2 Correct the first name - Sarah Shapiro-Hunt should be Sandy Shapiro-Hunt

Page 3 Complete the last name – Tara should be Tara Simopoulos

(7 yes) (0 no)

**Item ##71 – 76 Tabled from May 7, 2018**

Moved by Caitlin R. Jordan and Seconded by James M. Garvin

ORDERED, the Cape Elizabeth Town Council removes Item ##71 – 76 from the table from May 7, 2018.

(7 yes) (0 no)

**Item #71-2018          Municipal Budget Approval**

Intro – Mr. Sturgis

Moved by Caitlin R. Jordan and Seconded by Penelope A. Jordan

ORDERED, The Cape Elizabeth Town Council, having held a public hearing on Monday, May 7, 2018 does hereby adopt the municipal budget for Fiscal Year 2019 and hereby makes the following gross appropriations for each listed department as presented.

(5 yes) (2 no Councilors Randall and Sullivan)

	Expenditures by Department	Budget FY 2019
110	ADMINISTRATION	\$ 619,268
120	ASSESSING/CODES PLANNING	\$ 394,897
130	TOWN COUNCIL	\$ 500
135	LEGAL AND AUDIT	\$ 110,000
140	ELECTIONS	\$ 38,576
150	BOARDS AND COMMISSIONS	\$ 19,506

530	PUBLIC INFORMATION	\$	65,409
	Subtotal General Government	\$	1,248,156
160	INSURANCE	\$	108,000
170	EMPLOYEE BENEFITS/HR SUPPORT	\$	1,429,500
180	DEBT SERVICE	\$	1,365,841
520	CONTRIBUTIONS	\$	120,414
710	INTERGOVT. ASSESSMENTS	\$	77,624
	Subtotal-Nondistributed	\$	3,101,379
210	POLICE DEPARTMENT	\$	1,477,465
215	ANIMAL CONTROL	\$	25,620
220	PUBLIC SAFETY COMMUNICATIONS	\$	192,593
225	WETeam	\$	24,392
230	FIRE DEPARTMENT	\$	460,212
235	FIRE POLICE UNIT	\$	14,204
240	MISC. PUBLIC PROTECTION	\$	160,158
250	EMERGENCY PREPAREDNESS	\$	4,986
	Subtotal-Public Safety	\$	2,359,630
310	PUBLIC WORKS	\$	1,315,779
320	REFUSE DISPOSAL/RECYCLING	\$	517,068
	Subtotal-Public Works	\$	1,832,847
410	HUMAN SERVICES	\$	53,995
510	LIBRARY	\$	547,306
600	FACILITIES MANAGEMENT	\$	255,482
610	TOWN HALL	\$	23,141
615	LIBRARY BUILDING	\$	42,328
620	TOWN CENTER FIRE STATION	\$	25,372
621	COMMUNITY CENTER BUILDING	\$	74,950
622	DONALD RICHARDS POOL FACILITY	\$	224,157
630	POLICE STATION	\$	54,616
631	CAPE COTTAGE FIRE STATION	\$	6,735
	Subtotal-Facilities	\$	706,781
633	COMMUNITY SERVICES ADMINISTRATION	\$	274,363
634	FITNESS CENTER	\$	61,888
635	RICHARDS POOL PROGRAMS	\$	231,724
636	COMMUNITY SVCS ADULT PROGRAMS	\$	119,614
637	COMMUNITY SERVICES YOUTH PROGRAMS	\$	419,799

638	CAPE CARE	\$	138,467
640	PARKS & TOWN LANDS	\$	109,103
641	SCHOOL GROUNDS	\$	170,678
645	FORT WILLIAMS PARK	\$	236,352
660	TREES	\$	25,613
	Subtotal-Parks and Recreation	\$	1,787,601
715	CAPITAL PROJECTS	\$	741,900

**Item #72- 2018 School Budget Approval**

**Opportunity for Public Comment**

John Christie, 6 Albion Road, former member of the school board said the increase is consistent with school budget increases of the last 10 years. Even with varied state funding (increases and decreases) funding from the state, the school board is providing steady and consistent funding - something the legislature should be doing. The state provides volatile funding.

Katherine Ray, 532 Spurwink Avenue former member of the school board and town council asked the town council to not rubber stamp the school budget; think of the town as a whole. If the school board wants a resource officer it should be decided and funded in the school budget. Enrollments are going down and budgets going up – very concerning. Will be voting against the school budget but not because of lack of support for the schools.

Tom Dunham, 11 Becky’s Cove Road is troubled with the \$249,000 for the feasibility study. There needs to be a town-wide discussion on the possible expenditure of \$27M. Can you imagine what the cost will be to fund the bond? Will vote no on the school budget.

Chris Sutherland, 379 Spurwink Avenue, Westbrook High School teacher. Ponder the implications. There is no leadership from Augusta; pressure is on districts for leadership and funding. Understand as a governmental body you are sending a message to teachers in your own and other districts.

Tim Thompson – 6 Pine Ridge Road is pleased the student resource officer passed. Safety is driving the need for a feasibility study. Need to get a better process in place with a project of this size. With the difficult year could the study be pushed off a year? 10% increase is going to be a real challenge. Need to better understand why Cape Elizabeth is \$4,854 over what the EPS formula calls for.

Heather Altenburg, 31 Olde Colony Lane, member of the school board said the number \$27M for school renovations doesn’t exist - it’s not what we are talking about. We’re talking about a feasibility study that is necessary and essential to determine the needs. There is a dire need to do work in the schools and address safety. This is inevitable, putting off will cost more.

David Plimpton, 1000 Sawyer Road has already emailed the council. The cart is before the horse. There was a CIP process in 2014 looking at CIP for 2016-2024. Why weren’t the safety issues addressed in the 2016 \$1.75M bond? The town pays for the bond. If the school board wants a CIP process, they should ask the council to authorize a study or bond. The \$250,000 feasibility study and \$60,000 custodial position should be removed from the budget. Will be voting against the budget.

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John Voltz, 33 Philip Road, member of the school board said people ask how did we get here – why is the budget increase so high? This is not a one-year issue. Funding has been taken from unassigned fund balance – can't do that every year. There hasn't been major work done on the schools for about 20 years – the problems have been ignored. Come see what the schools look like. Augusta doesn't believe in what we are doing – do we? I do.

Kimberly Carr, 19 Rock Crest Drive, member of the school board said we show a devalue of education if the budget isn't funded. The proposed budget provides for what has been provided for. Hopefully we can find other resources to fund the school budget.

Jana Zimmerman, 81 Oakhurst Road said the schools have declined and places can be shown that are unsafe and need to be addressed. Safety measures are needed. Some spaces don't provide a proper space to learn.

Moved by Caitlin R. Jordan and Seconded by Sara W. Lennon

ORDERED, the Cape Elizabeth Town Council approves the school budget as recommended by the school board for a total appropriation of \$25,641,276.

Moved by Caitlin R. Jordan and Seconded by Sara W. Lennon

ORDERED, the Cape Elizabeth Town Council amends the motion to include the following categories ##1 – 8 relating to the school budget.  
(7 yes) (0 no)

1. ORDERED: **Cost Center Summary**. That the Town of Cape Elizabeth appropriate the following:

Regular Instruction	<u>\$ 12,268,865</u>
Special Education	<u>\$ 3,377,782</u>
Career and Technical Education	<u>\$ 0</u>
Other Instruction	<u>\$ 886,866</u>
Student and Staff Support	<u>\$ 2,626,017</u>
System Administration	<u>\$ 763,056</u>
School Administration	<u>\$ 1,163,413</u>
Transportation	<u>\$ 820,343</u>
Facilities Maintenance	<u>\$ 3,180,055</u>
Debt Service	<u>\$ 492,050</u>
All Other Expenditures	<u>\$ 62,829</u>
Total Appropriations	<u>\$25,641,276</u>

2. ORDERED: **State/Local EPS Funding Allocation**. That the Town of Cape Elizabeth appropriate **\$16,812,487** for the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and that the Town of Cape Elizabeth raise **\$15,566,076** as the Town's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688.

*Explanation: The Town's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that the Town must raise in order to receive the full amount of state dollars.*

3. ORDERED: **Non-State Funded Debt Service**. That the Town of Cape Elizabeth raise and appropriate **\$492,050** for the annual payments on debt service previously approved by the legislative body for non-state-funded school construction projects, or non-state funded portions of school construction projects in addition to the funds appropriated as the local share of the Town's contribution to the total cost of funding public education from kindergarten to grade 12.

*Explanation: Non-state-funded debt service is the amount of money needed for the annual payments on the Town's long-term debt for major capital school construction projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the voters or other legislative body.*

4. ORDERED: **Food Service Transfer**. That the Town of Cape Elizabeth raise and appropriate **\$62,829** to transfer to the Food Service Program.

*Explanation: Monies raised for Food Service are not to be included in the calculation of the Local Additional Funds article because they are outside of the State's Essential Programs and Services funding model.*

5. ORDERED: **Additional Local Funds**. That the Town of Cape Elizabeth raise and appropriate **\$7,751,344** in additional local funds, which exceeds the State's Essential Programs and Services funding model by **\$7,751,344** as required to fund the budget recommended by the school board.

The School Board recommends an appropriation which exceeds the State Essential Program and Services model for the following reasons:

The state's funding model does not support all of the costs for K-12 education. It includes only those costs considered essential by the state's Essential Programs and Services (EPS) model.

*Explanation: The additional local funds are those locally raised funds over and above the Town's local contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state-funded debt service that will help achieve the Town's budget for educational programs.*

6. ORDERED: **Total School Budget Summary**. That the Town of Cape Elizabeth authorizes the School Board to expend **\$25,641,276** for the fiscal year beginning July 1, 2018 and ending June 30, 2019 from the Town's contributions to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, state subsidy and other receipts for the support of schools.
7. ORDERED: **Special Funds**. That the Town of Cape Elizabeth authorizes the School Board to expend sums as may be received from federal or state grants or programs or other sources during the fiscal year for school purposes, provided that such grants, programs, or other sources do not require the expenditure of other funds not previously appropriated.

8. ORDERED: Changes in Anticipated State Subsidy (50% to reduce taxes/50% to fund balance): That in the event the Town receives more state general purpose aid for education than the \$1,246,411 amount included in the school budget, the Town shall use 50% of the extra amount to reduce the amount of taxes raised for the school budget, and 50% to supplement the school department unassigned fund balance; and that in the event the amount of that state aid is less than the amount included in the school budget, the Town Treasurer shall execute a journal entry in the amount of any shortfall to be debited from.

Original Motion as Amended: (3 yes) (4 no Councilors Garvin, Penelope Jordan, Randall and Sullivan)

Moved by Sara W. Lennon and Seconded by Christopher M. Straw

ORDERED, the Cape Elizabeth Town Council approves the school budget for a total appropriation of \$25,392,276 and categories ##1 – 8 relating to the school budget as follows:

(6 yes) (1 no Councilor Caitlin Jordan)

1. ORDERED: **Cost Center Summary.** That the Town of Cape Elizabeth appropriate the following:

Regular Instruction	<u>\$ 12,268,865</u>
Special Education	<u>\$ 3,377,782</u>
Career and Technical Education	<u>\$ 0</u>
Other Instruction	<u>\$ 886,866</u>
Student and Staff Support	<u>\$ 2,626,017</u>
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School Administration	<u>\$ 1,163,413</u>
Transportation	<u>\$ 820,343</u>
Facilities Maintenance	<u>\$ 3,180,055</u>
Debt Service	<u>\$ 492,050</u>
All Other Expenditures	<u>\$ 62,829</u>

**Total Appropriations**

**Amount Proposed by School Committee: \$25,641,276**

**Amount Approved by the Town Council and Submitted to Voters: \$25,392,276**

*The amount adopted by the town council is the amount submitted to the voters at referendum. If the council has changed the total budget recommended by the school committee, and that change is approved at referendum, the school committee shall adjust the individual cost center lines as provided by 20-A M.R.S.A. §2307.*

2. ORDERED: **State/Local EPS Funding Allocation.** That the Town of Cape Elizabeth appropriate **\$16,812,487** for the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and that the Town of Cape Elizabeth raise **\$15,566,076** as the Town’s contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688.

*Explanation: The Town’s contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that the Town must raise in order to receive the full amount of state dollars.*



3. ORDERED: **Non-State Funded Debt Service**. That the Town of Cape Elizabeth raise and appropriate **\$492,050** for the annual payments on debt service previously approved by the legislative body for non-state-funded school construction projects, or non-state funded portions of school construction projects in addition to the funds appropriated as the local share of the Town's contribution to the total cost of funding public education from kindergarten to grade 12.

*Explanation: Non-state-funded debt service is the amount of money needed for the annual payments on the Town's long-term debt for major capital school construction projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the voters or other legislative body.*

4. ORDERED: **Food Service Transfer**. That the Town of Cape Elizabeth raise and appropriate **\$62,829** to transfer to the Food Service Program.

*Explanation: Monies raised for Food Service are not to be included in the calculation of the Local Additional Funds article because they are outside of the State's Essential Programs and Services funding model.*

5. ORDERED: **Additional Local Funds**. That the Town of Cape Elizabeth raise and appropriate **\$7,502,344** in additional local funds, which exceeds the State's Essential Programs and Services funding model by **\$7,502,344** as required to fund the budget recommended by the school board.

The School Board recommends an appropriation which exceeds the State Essential Program and Services model for the following reasons:

The state's funding model does not support all of the costs for K-12 education. It includes only those costs considered essential by the state's Essential Programs and Services (EPS) model.

*Explanation: The additional local funds are those locally raised funds over and above the Town's local contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state-funded debt service that will help achieve the Town's budget for educational programs.*

6. ORDERED: **Total School Budget Summary**. That the Town of Cape Elizabeth authorizes the School Board to expend **\$25,392,276** for the fiscal year beginning July 1, 2018 and ending June 30, 2019 from the Town's contributions to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, state subsidy and other receipts for the support of schools.
7. ORDERED: **Special Funds**. That the Town of Cape Elizabeth authorizes the School Board to expend sums as may be received from federal or state grants or programs or other sources during the fiscal year for school purposes, provided that such grants, programs, or other sources do not require the expenditure of other funds not previously appropriated.

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8. ORDERED: Changes in Anticipated State Subsidy (50% to reduce taxes/50% to fund balance): That in the event the Town receives more state general purpose aid for education than the \$1,246,411 amount included in the school budget, the Town shall use 50% of the extra amount to reduce the amount of taxes raised for the school budget, and 50% to supplement the school department unassigned fund balance; and that in the event the amount of that state aid is less than the amount included in the school budget, the Town Treasurer shall execute a journal entry in the amount of any shortfall to be debited from.

Moved by James M. Garvin and Seconded by Caitlin R. Jordan

ORDERED, the Cape Elizabeth Town Council suspends the Town Council Rules to take up new items after 10:00 p.m.

(7 yes) (0 no)

**Item #73-2018            Approval of Cumberland County Assessment**

Moved by Caitlin R. Jordan and Seconded by Penelope A. Jordan

ORDERED, The Cape Elizabeth Town Council, having held a public hearing on Monday, May 7, 2018 does hereby approve for inclusion in the Fiscal Year 2019 budget the assessment from Cumberland County for 2019 amounting to \$1,392,240.

(7 yes) (0 no)

**Item #74-2018            Approval of Local Homestead Exemption Funds**

Moved by Caitlin R. Jordan and Seconded by Sara W. Lennon

ORDERED, The Cape Elizabeth Town Council, having held a public hearing on Monday, May 7, 2018 does hereby approve for inclusion in the Fiscal Year 2019 budget the amount of \$300,000 for the local share of homestead exemptions.

(7 yes) (0 no)

**Item #75-2018            Property Tax Levy Limit**

Moved by Caitlin R. Jordan and Seconded by Sara W. Lennon

ORDERED, The Cape Elizabeth Town Council in accordance with Title 30-A MRSA Section 5721-A the Town of Cape Elizabeth hereby increases the property tax levy limit for municipal services to \$7,456,365.

(7 yes) (0 no)

**Item #76-2018 Proposed FY 2019 General Fund Budget Summary Motion**

Moved by Caitlin R. Jordan and Seconded by Sara W. Lennon

ORDERED, the Cape Elizabeth Town Council, having held a public hearing on Monday, May 7, 2018, does hereby adopt the General Fund Budget for Fiscal Year 2019 with gross expenditures of \$39,452,890, and gross revenues of \$6,800,984 and with the amount of \$32,651,906 to be raised from taxation, and to fix Monday, October 1, 2018, and Monday, April 1, 2019 as the dates upon each of which one-half of such tax is due and payable, with interest to accrue upon taxes due and unpaid after each such date at the rate of eight percent (8.00%) per annum. In accordance with 36 M.R.S.A. Section 506, the Tax Collector and Town Treasurer are authorized to accept prepayment or decline prepayment of taxes not yet committed or prior to any due date and pay no interest thereon. In accordance with 36 M.R.S.A. Section 506-A, a taxpayer who pays an amount accepted by the tax collector and town treasurer in excess of that finally assessed shall be repaid the amount of

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overpayment plus interest from the date of overpayment at the minimum annual rate per annum set by the State of Maine.  
(7 yes) (0 no)

	FY 2018	FY 2019	\$ Change	% Change
	BUDGET	BUDGET	FY 18 to FY 19	FY 18 to FY 19
<b>EXPENDITURES</b>				
TOTAL MUNICIPAL	\$ 12,137,599	\$ 12,368,374	\$ 230,775	1.9%
COUNTY ASSESSMENT	\$ 1,331,050	\$ 1,392,240	\$ 61,190	4.6%
Local Homestead Exemption	\$ 375,630	\$ 300,000	\$ (75,630)	-20.1%
SCHOOL DEPARTMENT	\$ 24,879,013	\$ 25,392,276	\$ 513,263	2.1%
	\$ 38,723,292	\$ 39,452,890	\$ 729,598	1.9%
<b>REVENUE</b>				
TOTAL MUNICIPAL	\$ 4,938,670	\$ 5,032,007	\$ 93,337	1.9%
SCHOOL DEPARTMENT	\$ 3,332,211	\$ 1,768,977	\$ (1,563,234)	-46.9%
TOTAL	\$ 8,270,881	\$ 6,800,984	\$ (1,469,897)	-17.8%
<b>NET TO TAXES</b>				
TOWN SERVICES	\$ 7,198,929	\$ 7,336,367	\$ 137,438	1.9%
Local Homestead Exemption	\$ 375,630	\$ 300,000	\$ (75,630)	-20.1%
COUNTY ASSESSMENT	\$ 1,331,050	\$ 1,392,240	\$ 61,190	4.6%
SCHOOL DEPARTMENT	\$ 21,546,802	\$ 23,623,299	\$ 2,076,497	9.6%
TOTAL	\$ 30,452,411	\$ 32,651,906	\$ 2,199,495	7.2%
<b>TAX RATES (Rounded to nearest ¢)</b>				
Local Homestead Exemption	\$ 0.22	\$ 0.18	\$ (0.05)	-20.6%
TOTAL MUNICIPAL	\$ 4.25	\$ 4.31	\$ 0.06	1.4%
COUNTY ASSESSMENT	\$ 0.79	\$ 0.82	\$ 0.03	4.0%
SCHOOL DEPARTMENT	\$ 12.74	\$ 13.88	\$ 1.14	8.9%
TOTAL	\$ 18.00	\$ 19.18	\$ 1.18	6.6%
TAX RATE VALUATION BASIS	1,692,995,900	\$ 1,702,025,100	\$ 9,029,200.00	0.5%

**Item #86-2018 Discussion of Citizens' Concerns Relating to the Management of the School Department**

**Opportunity for Public Comment**

Tom Dunham, 11 Becky's Cove Lane attended the school board meeting last week and was totally underwhelmed by the behavior of the school board. The thoughts of David Plimpton are apropos. The school board should apologize to Janet Villiotte for their behavior.

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Councilor Straw disclosed his wife is on the school board.

Tim Thompson, 6 Pine Ridge Road the council made a giant step forward with the concession of reducing the school budget by \$249,000. It will make it easier, although still difficult, to get the school budget passed. Some of the buzz around town could be dispelled if the planned workshop is with the school board is held and questions are answered.

John Voltz, 33 Philip Road, member of the school board said the school board chairman has responded to the citizen memorandum and no comments or questions have been received by anyone since the meeting a week ago. So as far as the school board is concerned there are no outstanding questions.

Janet Villiotte, 7 Montgomery Terrace said “I was the citizen as you all know who was addressed at the school board meeting last week.” “The manner in which I was addressed publically and on camera would not warrant me feeling comfortable to respond to the email that I received.”

Moved by Caitlin R. Jordan and Seconded by Christopher M. Straw

ORDERED, the Cape Elizabeth Town Council requests a joint workshop with the school board to discuss budgetary processes, the one-town concept and collaborative efforts on making the town better.

Moved by Caitlin R. Jordan and Seconded by Penelope A. Jordan

ORDERED, the Cape Elizabeth Town Council amends the motion to ask the school board to meet in workshop session and present answers to the Janet Villiotte’s memo sent to the town council on April 8, 2018.

(7 yes) (0 no)

Original Motion as Amended: (5 yes) (2 no Councilors Garvin and Lennon)

**Item #87-2018      Inn By The Sea Licenses**

Intro – Ms. Lane

Councilor Caitlin Jordan disclosed she does business with Inn By The Sea.

Moved by Sara W. Lennon and Seconded by Valerie A. Randall

ORDERED, the Cape Elizabeth Town Council approves the renewal malt, spirituous and vinous liquor license and special amusement permit for Inn By The Sea located at 40 Bowery Beach Road as presented.

(7 yes) (0 no)

**Item #88-2018      Spurwink School Reuse Committee Recommendation**

Intro – Councilor Garvin, Chairman Spurwink School Reuse Committee

Moved by James M. Garvin and Seconded by Penelope A. Jordan

ORDERED, the Cape Elizabeth Town Council acknowledges receipt of the report from the Spurwink School Reuse Committee and extends thanks to the members of the committee for their work and refers the report to a future workshop.

(7 yes) (0 no)

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**Item #89-2018 Naming of New Private Drive – Waltman Way**

Present – Chief Williams

Moved by Caitlin R. Jordan and Seconded by Penelope A. Jordan

ORDERED, the Cape Elizabeth Town Council approves the recommendation of Chief Williams, Addressing Coordinator and Clint Swett, Addressing Officer to name the new private driveway Map U38 Lot 45, off Running Tide Road, as Waltman Way.  
(7 yes) (0 no)

**Item #90-2018 Request for a Zone Change to Business Zone A – 560 Shore Road  
Relating to Used Car Sales**

Intro – Mr. Sturgis

Councilor Penelope Jordan disclosed her sister Carol Anne Jordan is the chairman of the planning board.

Councilor Straw disclosed he lives near 560 Shore Road and has friends that are abutters to the property.

Moved by James M. Garvin and Seconded by Caitlin R. Jordan

ORDERED, the Cape Elizabeth Town Council sets to public hearing on Monday, June 11, 2018 at 7:00 p.m. at the Town Hall the proposed amendment to Chapter 19 Zoning Ordinance relating to used car sales in Business District A (BA).  
(7 yes) (0 no)

**Sec. 19-1-3. Definitions**

Repair garage: Any building, structure, improvements or land used for commercial purposes to repair, rebuild, recondition or maintain automobile engines, motor vehicles, trailers or similar vehicles.

**Sec. 19-6-5. Business District A (BA)**

B. Permitted Use

3. The following nonresidential uses:

h. Repair Garage (In the Shore Road Business A District, a repair garage may include up to three (3) vehicles at any time for sale) (Effective July 8, 2009)

**Item #91-2018 Report from the Fort Williams Park Committee Relating to Commercial  
Van, Bus and Vehicle Traffic at Fort William Park**

Intro – Mr. Sturgis

Present – Kathleen Raftice, Director of Community Services and Fort Williams Park

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May 14, 2018**

Moved by Caitlin R. Jordan and Seconded by Valerie A. Randall

ORDERED, the Cape Elizabeth Town Council acknowledges receipt of the recommendations from the Fort Williams Park Committee and extends thanks to the members of the committee for their work and refers the report to a future workshop.

(7 yes) (0 no)

**Item #92-2018 Harbors Committee Report**

Intro – Councilor Caitlin Jordan, Member Harbors Committee

Moved by Caitlin R. Jordan and Seconded by Penelope A. Jordan

ORDERED, the Cape Elizabeth Town Council acknowledges receipt of the report from the Harbors Committee and extends thanks to the members of the committee for their work and refers the report to a future workshop.

(7 yes) (0 no)

**Item #93-2018 Group Use Request for Fort Williams Park - Camp Sunshine  
Thursday, August 23, 2018**

Intro – Mr. Sturgis

Present – Kathleen Raftice, Director of Community Services and Fort Williams Park

Moved by Caitlin R. Jordan and Seconded by Sara W. Lennon

ORDERED, the Cape Elizabeth Town Council approves the recommendation of the Fort Williams Park Committee for a group use of Fort Williams Park for Camp Sunshine on Thursday, August 23, 2018 including a \$500.00 group use fee as presented.

(7 yes) (0 no)

**Item #94-2018 2018 Board and Committee Goals – Fort Williams Park Committee  
and Thomas Memorial Library Committee**

Intro – Mr. Sturgis

Moved by Caitlin R. Jordan and Seconded by Sara W. Lennon

ORDERED, the Cape Elizabeth Town Council acknowledges receipt of the Fort Williams Park Committee and Thomas Memorial Library Committee's 2018 goals and objectives.

(7 yes) (0 no)

**Citizens may at this point in the meeting raise any topic that is not on the agenda that pertains to Cape Elizabeth local government.**

None

**Adjournment**

Moved by James M. Garvin and Seconded by Penelope A. Jordan  
ORDERED, the Cape Elizabeth Town Council adjourns at 10:55 p.m.  
(7 yes) (0 no)

Respectfully Submitted,

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Debra M. Lane, Town Clerk