



## Town Council Workshop

Wednesday, September 4, 2024 at 7:00 pm

Workshop to follow Special Town Council Meeting beginning at 7:00 p.m.

Town Hall Council Chambers

Live on CETV/Hybrid Meeting

*The same hybrid links will be used for the special meeting and workshop.*

Hybrid Meeting - Members of the Public May Participate Remotely During Public Comment Opportunities

To view the meeting livestream: <https://cetv.capeelizabeth.org/> and push watch in the upper right hand corner.

Live broadcast on CETV, livestream and remote participation are offered as a convenience when the technology is available and operational in the given meeting space. If the technology is not available or in the event there is a disruption in service and the communication can't be restored the expectation is the meeting will continue.

Join Zoom Meeting

ID: 94168729484

(US) +1 646-931-3860

[Join Zoom Meeting](#)

### Town Council Members

Timothy S. Reiniger, Chair

Stephanie P. Anderson

Jeremy A. Gabrielson

Susan A. Gillis

Caitlin Jordan Harriman

Penelope A. Jordan

Timothy L. Thompson

### 1. Senior Tax Relief Program

Opportunity for Public Comment. Limited to 15 minutes; 3 minutes per person. Time may be extended by majority vote of the councilors present.

When recognized by the chair, the speaker shall give their name and address or local affiliation, if the affiliation is pertinent.

A member of the public wishing to speak via remote access must click on the Zoom link or call and use the Raise Hand function.

When connecting by phone, dial \*9 to Raise Hand and the same to Lower Hand. Please mute the microphone and turn off the video until you are invited to speak. When recognized by the chair, the speaker shall give their name and address or local affiliation, if the affiliation is pertinent. After speaking, to view the remainder of the meeting exit Zoom and return to the CETV Livestream or CETV cable Channel 3.

On September 9, the Town Council will hold a public hearing on recommendations from the Ordinance Committee relating to amendments to Chapter 27 Property Tax Assistance Ordinance, senior tax relief. Ordinance Committee Chair Anderson will provide an overview of the committee's recommendation.

#### Attachments:

- [Draft Amendments Chapter 27 Property Tax Assistance Ordinance 08 07 2024](#)
- [Memo Ordinance Committee Amendments to Chapter 27 Property Tax Assistance Ordinance 08 21 2024](#)

### 2. Update on Key Financial Principles and Revenue Outlook

Opportunity for Public Comment. Limited to 15 minutes; 3 minutes per person. Time may be extended by majority vote of the councilors present.

When recognized by the chair, the speaker shall give their name and address or local affiliation, if the affiliation is pertinent.

A member of the public wishing to speak via remote access must click on the Zoom link or call and use the Raise Hand function.

When connecting by phone, dial \*9 to Raise Hand and the same to Lower Hand. Please mute the microphone and turn off the video until you are invited to speak. When recognized by the chair, the speaker shall give their name and address or local affiliation, if the affiliation is pertinent. After speaking, to view the remainder of the meeting exit Zoom and return to the CETV Livestream or CETV cable Channel 3.

Interim Town Manager Michael McGovern will provide an overview of key financial principles.

Finance Director Kristie Bradbury will provide an update on the revenue outlook as of the FY 2024 Fiscal Year ending June 30, 2024.

#### Attachments:

- [Financial Principles September 2024](#)
- [PHL and FWP Fund Accounting Memo](#)

## Adjournment

### 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 chair 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 chair 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 chair.