



Regular Town Council Meeting

Monday, March 10, 2025 at 7:00 pm

Town Hall Council Chambers

Live on CETV/Hybrid Meeting

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.

Remote Access Instructions: 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.

Join Zoom Meeting
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1. Convening of the Meeting

Town Council Chair Penelope A. Jordan

2. Roll Call by the Town Clerk

Penelope A. Jordan, Chair
Stephanie P. Anderson
Caitlin J. Harriman
Jonathan T. Sahrbeck
Elizabeth K. Scifres
Andrew B. Swayze
Timothy L. Thompson

3. The Pledge of Allegiance to the Flag

4. Town Council Reports and Correspondence

5. Finance Committee Report

Finance Chair Elizabeth K. Scifres

Attachments:

- [Financial Memo February 28, 2025](#)
- [Dashboard February 28, 2025](#)
- [Town Revenue Report 02.28.2025](#)
- [Town Expenditure Report 02.28.2025](#)

6. Citizen Opportunity for Discussion of Items Not on the Agenda

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.

7. Town Manager's Monthly Report

Patrick W. Fox

8. Review of Draft Minutes

February 10, 2025 Regular Meeting

Attachments:

- [Town Council Minutes February 10, 2025](#)

9. Public Hearing - Planning Board Recommendation on Supplemental LD 2003 Amendments

Comments shall be limited to three minutes per person; however, the time may be extended by majority vote of councilors present. When recognized by the chair, the speaker shall give their name and address or local affiliation, if the affiliation is pertinent.

Attachments:

- [Summary Item Public Hearing March 10, 2025 Supplemental LD 2003 Amendments](#)
- [Memo Planning Board Supp LD 2003 Amendments 01.22.2025](#)
- [LD 2003 Supplemental Data Request](#)

10. Item #38-2025 Planning Board Recommendation on Supplemental LD 2003 Amendments

Attachments:

- [Summary Item 38-2025 March 10, 2025 Supplemental LD 2003 Amendments](#)
- [Memo Planning Board Sup LD2003 Amendments 01.22.2025](#)
- [LD 2003 Supplemental Data Request](#)

11. Item #39-2025 The Good Table Liquor License Renewal

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

Attachments:

- [Summary Item 39-2025 March 10, 2025 The Good Table Renewal Liquor License](#)
- [The Good Table Liquor License](#)
- [The Good Table Temporary License](#)

12. Item #40-2025 School Board Recommendation for School Construction Referendum

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

Attachments:

- [Summary Item 40-2025 March 10, 2025 School Construction Referendum](#)
- [Special School Board Business Meeting Minutes February 24, 2025](#)
- [M&C Tax Implications Prepared by Joe Cuetara March 10, 2025](#)

13. Item #41-2025 Referral of the FY 2026 Municipal Budget to the Finance Committee

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

Attachments:

- [Summary Item 41-2025 March 10, 2025 Referral of the FY 2026 Municipal Budget to the Finance Committee](#)
- [FY 2026 Budget Review Schedule with Department Listing](#)
- [Proposed FY 2026 Municipal Budget](#)

14. Item #42-2025 Consider Scheduling a Public Hearing Relating to the Citizen Petition to Send Town Center Amendments to Referendum

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

Attachments:

- [Summary Item 42-2025 Citizen Petition to Send Town Center Amendments to Referendum](#)
- [Citizen Petition to Send TC Amendments to Referendum Filed 02.24.2025 Certified 02.27.2025](#)
- [Excerpt Draft Town Council Minutes February 10, 2025 Town Center Amendments](#)

15. Item #43-2025 Consider Amendments to Chapter 19 Zoning Ordinance Relating to Town Center Amendments

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

Attachments:

- [Summary Item 43-2025 Town Center Amendments](#)
- [HardyPond Amendments Request](#)
- [Memo Ordinance Committee TC Amendments 12.17.2024](#)
- [Memo Planning Board TC Amendments 11.27.2024](#)

16. Item #44-2025 Consider Scheduling a Public Hearing Relating to Amendments to Chapter 13 Traffic Regulations

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

Attachments:

- [Summary Item 44-2025 March 10, 2025 Amendments to the Traffic Regulations Ordinance](#)
- [Ordinance Committee Proposed Amendments Chapter 13 Traffic Regulations 02.24.2025](#)
- [Shore Road/Cliff House Beach Parking and Roadway Assessment Presentation Director Reynolds 02.2025](#)
- [Memo Chief Fenton Shore Road Parking 02.11.2025](#)

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

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.

18. Adjournment

Public Participation at Town Council Meetings

After an item has been introduced, any person wishing to address the council shall signify a desire to speak by raising their hand or by approaching the lectern. When recognized by the chair, the speaker shall give their name and address or name and local affiliation, if the affiliation is relevant, prior to making other comments.

A member of the public wishing to speak via remote access must click on the Zoom link or call and follow the procedures stated at the top of the agenda. When recognized by the chair, the speaker shall give their name and address or name and local affiliation, if the affiliation is relevant, prior to making other comments. After speaking, to view the remainder of the meeting exit Zoom and return to the CETV Livestream or CETV cable Channel 3.

All remarks should be addressed to the Town Council. Comments shall be limited to three minutes per person; however, the time may be extended by majority vote of councilors present.

For agenda items that are not formally advertised public hearings, the time for public comments is limited to 15 minutes per agenda item. This time may be extended by a majority of the Town Council.

The chair may decline to recognize any person who has already spoken on the same agenda item and may call on speakers in a manner so as to balance debate. Once the Council has begun its deliberations on an item, no person shall be permitted to address the Council on such item.

Speaking at the meeting on topics not on the agenda at regular Council meetings

Persons wishing to address the Council on an issue or concern local in nature not appearing on the agenda may do so at a regular Town Council meeting before the town manager's report and/or after the disposition of all items appearing on the agenda.

Any person wishing to address the Council shall signify a desire to speak by raising their hand or by approaching the lectern. When recognized by the chair, the speaker shall give their name and address or name and local affiliation, if the affiliation is relevant, prior to making other comments.

A member of the public wishing to speak via remote access must click on the Zoom link or call and follow the procedures stated at the top of the agenda. When recognized by the chair, the speaker shall give their name and address or name and local affiliation, if the affiliation is relevant, prior to making other comments. After speaking, to view the remainder of the meeting exit Zoom and return to the CETV Livestream or CETV cable Channel 3.

Comments in each comment period shall be limited to three minutes per person and 15 minutes total; however, the time may be extended by majority vote of councilors present.

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.