



Finance Committee Workshop

Wednesday, April 16, 2025 at 6:00 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

ID: 96170519660

(US) +1 646-931-3860

[Join Zoom Meeting](#)

Finance Committee Members

Penelope A. Jordan, Town Council Chair

Stephanie P. Anderson

Caitlin J. Harriman

Jonathan T. Sahrbeck

Elizabeth K. Scifres, Finance Committee Chair

Andrew B. Swayze

Timothy L. Thompson

1. 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.

2. Continued Discussion on the Proposed FY 2026 Municipal Budget

Review of the Updated Pro Forma

Proposed Fee Schedule Adjustments

Review of the Human Services Account

Pending Items

Attachments:

- [Manager's Draft Pro Forma as of April 9, 2025](#)
- [Proposed Fee Schedule Draft 04.09.2025 \(Rev. Eff. 07.01.2025\)](#)
- [Funding Requests - Human Services](#)
- [Human Services Account as of 04.10.2025](#)
- [Proposed FY 2026 Municipal Budget](#)

3. Budget Review Schedule

Monday, April 28 Finance Committee

Presentation of the School Department Budget

6:00 p.m.

Tuesday, April 29 Finance Committee Wrap Up (if needed)

6:00 p.m.

Monday, May 5 Special Town Council Meeting

Public Hearing on the Proposed FY 2026 Budget

7:00 p.m.

Monday, May 12 Regular Town Council Meeting and Vote on the Proposed FY 2026 Budget

7:00 p.m.

Tuesday, June 10 School Budget Validation Referendum Election

Polls open 7:00 a.m. Close 8:00 p.m.

CEHS

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.