



Town Council Workshop

Wednesday, September 8, 2021 at 7:00 pm

via Zoom

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/86018478914>

Or One tap mobile :

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If you join the webinar by Windows or Mac, use the Raise Hand function in the webinar controls if you wish to speak when public comment opportunities are announced.

Speakers may be asked to Unmute/Mute their microphones.

· Windows: Alt+Y keyboard shortcut to raise/lower hand

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COVID-19 Update

Public proceedings by remote access for Town Council meetings are authorized by the Town of Cape Elizabeth's Remote Participation Policy adopted August 30, 2021 and the Order Declaring a Limited Emergency adopted August 30, 2021. The Order enacted as an Emergency expires October 15, 2021. The Order may be extended by vote of the Town Council.

Town Council Members

James M. "Jamie" Garvin, Chairman

Nicole Boucher

Valerie J. Deveraux

Jeremy A. Gabrielson

Caitlin R. Jordan

Penelope A. Jordan

Gretchen R. Noonan

1. Review of the Draft Fort Williams Park Master Plan Update 2021

Opportunity for Public Comment (Limited to 15 minutes; 3 minutes per person. Time may be extended by a majority of the town council.) Persons wishing to address the council shall indicate their desire using the Raise Hand function of the Zoom meeting. When recognized by the chairman, the speaker shall give his or her name and address or local affiliation, if the affiliation is pertinent.

On Thursday, Sept. 24, 2020, the Fort Williams Park Committee (FWPC) and members from Richardson & Associates Landscape Architects met at the Picnic Shelter in Fort Williams Park to kick off the Master Plan update. During the review process, the Fort Williams Park Committee engaged input from members of the public, stakeholders, staff and professionals. A series of meetings, meetings with stakeholders and an extensive survey was conducted.

The draft master plan update is ready for town council review.

Members of the FWPC and staff will be available to answer questions.

Attachments:

- **Fort Williams Park Draft Master Plan Update 2021 06-25-2021** (FWP_Master_Plan_Draft_06_25_2021.pdf)

2. Town Center TIF District

Opportunity for Public Comment (Limited to 15 minutes; 3 minutes per person. Time may be extended by a majority of the town council.) Persons wishing to address the council shall indicate their desire using the Raise Hand function of the Zoom meeting. When recognized by the chairman, the speaker shall give his or her name and address or local affiliation, if the affiliation is pertinent.

The Dunham Court project developer, Szanton Co., is requesting an affordable housing TIF be provided as one piece of the project funding.

On August 9, 2021 the town council voted to refer to workshop consideration of amending the current Town Center Tax Increment Financing District (TIF) removing Map R-2 Lot 4-6-3 and Lot 4-6-4 from the town center TIF and establishing a new Town Center Affordable Housing Tax Increment Financing District on May R-2 Lot 4-6-3 and Lot 4-6-4.

The workshop will provide an opportunity to better understand Tax Increment Financing.

The Town has retained Alyssa Tibbetts, Jensen Baird, to prepare the Town Center TIF amendment and the Affordable Housing TIF application. Ms. Tibbetts will be available to answer questions.

Attachments:

- **TIF Proposal Szanton Co. 08-31-2021** (TIF_Proposal_Szanton_Co._08_31-2021.pdf)
- **TIF Staff Memo O'Meara, Tibbetts 09-03-2021** (TIF_Staff_Memo_OMeara_Tibbetts_09-03-2021.pdf)
- **TIF State Approved Letter 02-28-2015** (TIF_State_Approval_Letter_02_28_2015.pdf)
- **TIF Application Submitted 11-24-2014** (TIF_Application_Submitted_11_24_2014.pdf)

3. Request for Review of Food Trucks within the Town Center District

Opportunity for Public Comment (Limited to 15 minutes; 3 minutes per person. Time may be extended by a majority of the town council.) Persons wishing to address the council shall indicate their desire using the Raise Hand function of the Zoom meeting. When recognized by the chairman, the speaker shall give his or her name and address or local affiliation, if the affiliation is pertinent.

Councilor Boucher has requested discussion regarding allowing food trucks within the Town Center District. On July 12, 2021 the town council voted to refer the item to workshop.

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 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.