



Cape Elizabeth Town Council

Finance Committee Workshop Agenda

Tuesday, April 28, 2020 Virtual Meeting

The Finance Committee will convene at 7:00 p.m. following the Special Meeting at 6:00 p.m. The Special Meeting will reconvene following the workshop.

Valerie A. Adams, Chairman
Valerie J. Deveraux
Jeremy A. Gabrielson
James M. "Jamie" Garvin
Caitlin R. Jordan
Penelope A. Jordan
Christopher M. Straw

Please click the link below to join the webinar:

<https://zoom.us/j/93941031507>

Or iPhone one-tap :US: +16468769923,,93941031507# or +13126266799,,93941031507#

Or Telephone: Dial(for higher quality, dial a number based on your current location):

US: +1 646 876 9923 or +1 312 626 6799 or +1 408 638 0968 or +1 669 900 6833 or +1 253 215 8782 or +1 301 715 8592 or +1 346 248 7799

Webinar ID: 939 4103 1507

International numbers available: <https://zoom.us/u/adIIq9kn7V>

COVID-19 Update

In response to the recent outbreak of Coronavirus Disease 2019 (COVID-19) the Governor signed [LD 2167, An Act To Implement Provisions Necessary to the Health, Welfare and Safety of the Citizens of Maine in Response to the COVID-19 Public Health Emergency](#), which is now PL 2019, c. 617.

Part G enacts Title 1, section 403-A, Public proceedings through remote access during declaration of state of emergency due to COVID-19. It authorizes conducting public proceedings through telephonic, video, electronic or other similar means of remote participation with specific conditions. The section is repealed 30 days after the termination of the state of emergency.

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.

A special town council meeting will begin at 6:00 p.m. relating to an update on town operations related to the COVID-19 pandemic and a revisit of the status of the emergency order. The finance committee workshop will convene at 7:00 p.m. Following the workshop, the town council will reconvene the special meeting to set the budget to public hearing.

Welcome and Introductory Comments – James M. “Jamie” Garvin, Finance Committee Chairman

[Link to Proforma](#)

[Link to Special Revenue Funds Proforma](#)

Opportunity for Public Comment (Limited to 15 minutes; 3 minutes per person. If there are more speakers than the time available, the chairman may allocate the speaking time in order to balance the debate.) 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.

1. Wrap Up – This workshop is an opportunity for the finance committee to discuss any pending items from the budget review sessions.

Closing Comments

Adjournment

Upcoming Finance Committee Workshops & Budget Meetings:

Monday, May 4, 2020

Special Town Council Meeting – Budget Public Hearing

7:00 p.m. Town Council Chamber (televised live) or possibly held as Zoom meeting.

Monday, May 11, 2020

Regular Town Council Meeting – Vote on the FY 2021 Budget

7:00 p.m. Town Council Chamber (televised live) or possibly held as Zoom meeting.

Citizen Vote on the School Budget