



## Cape Elizabeth Town Council

DRAFT Minutes Tuesday, April 27, 2021

### Special Meeting – via Zoom

Following the Finance Committee Workshop at 6:00 p.m.

James M. “Jamie Garvin, Chairman  
Nicole Boucher  
Valerie J. Deveraux  
Jeremy A. Gabrielson  
Caitlin R. Jordan  
Penelope A. Jordan  
Gretchen R. Noonan

**The special meeting via Zoom, an online video and audio conferencing platform, was convened at 7:34 p.m. by Chairman Garvin.**

In response to the recent outbreak of Coronavirus Disease 2019 (COVID-19) Governor Mills 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 The section is repealed 30 days after the termination of the state of emergency.

The Cape Elizabeth Town Council will meet as necessary to continue the town’s work via an online platform as allowed by State authorization during the state of emergency due to COVID-19. The platform will allow for public comment as outlined in the Town Council Rules. The public is reminded they should continue to provide questions and comments to the town council relating to business of the town via email or mailing correspondence to their attention to town hall.

#### **Roll Call by the Town Clerk**

All members of the town council were present.

Debra M. Lane, Town Clerk  
John Quartararo, Finance Director  
Matthew E. Sturgis, Town Manager

#### **Citizen Opportunity for Discussion of Items Not on the Agenda**

No members of the public attended.

**Item #72-2021      Fiscal Year 2022 General Fund Budget – Motion to Set Public Hearing**  
**Item #73-2021      Fiscal Year 2022 Special Fund Budgets – Motion to Set Public Hearing**

Moved by Penelope A. Jordan and Seconded by Jeremy A. Gabrielson

ORDERED, the Cape Elizabeth Town Council does hereby schedule a public hearing for Monday, May 3, 2021 at 7:00 p.m. via Zoom on the proposed FY 2022 general fund budget for the Town of Cape Elizabeth, Maine with proposed expenditures of \$48,470,438, estimated non property tax revenues of \$12,376,961 with \$36,093,478 to be raised from property taxes. This budget would result in an estimated tax rate of \$20.60 per thousand valuation.

ORDERED, the Cape Elizabeth Town Council does hereby schedule a public hearing for Monday, May 3, 2021 at 7:00 p.m. via Zoom on the proposed FY 2022 special fund budgets for the Town of Cape Elizabeth, Maine with proposed expenditures of \$3,446,939 and operating revenues of \$2,725,236.

(7 yes) (0 no)

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

None

**Item #74-2021            Executive Session – Continue the Annual Evaluation of the Town  
Manager**

Moved by Nicole Boucher and Seconded by Gretchen R. Noonan

ORDERED, the Cape Elizabeth Town Council enters into executive session at 7:41 p.m. pursuant to 1 MRS §405 6 A to continue the annual evaluation of the town manager.

(7 yes) (0 no)

Moved by Valerie J. Deveraux and Seconded by Gretchen R. Noonan

ORDERED, the Cape Elizabeth Town Council exits executive session and reenters public session at 8:11 p.m.

(7 yes) (0 no)

Moved by Jeremy A. Gabrielson and Seconded by Gretchen R. Noonan

ORDERED, the Cape Elizabeth Town Council adjourns at 8:12 p.m.

(7 yes) (0 no)

Respectfully Submitted,

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Debra M. Lane, Town Clerk

