

**Town of Cape Elizabeth
Ordinance Committee Minutes**

May 11, 2022

7:00 p.m.

Jordan Conference Room, Town Hall

Members Present: Penny Jordan, Chair
Caitlin Jordan
Gretchen Noonan

Staff: Maureen O'Meara, Town Planner

Councilor Penny Jordan called the meeting to order at 7:00 p.m.

Minutes

The minutes of the March 30, 2022 meeting were approved 3-0.

Public Comment

No one wished to comment.

Reef Road Parking

Chair Penny Jordan visited Reef Road on May 10th. She understands the challenge. Neighborhood resident Connie Pacillo does not want to stop beach access, just control parking to provide safe circulation. The site can accommodate 3-4 spaces, and there should be provision for handicapped parking and also addition of a bike rack. Chair Jordan read Chief Fenton's memo and likes the suggestion to spend the summer studying the situation and then developing a strategy.

Councilor Caitlin Jordan and Councilor Noonan agreed.

Chair Penny Jordan noted the potential ripple effect from parking regulation changes. Other locations that may want adjustments include Shore Road, Fenway Road, and Two Lights Terrace.

Councilor Noonan wants to acknowledge that the road right-of-way where the public has access rights appears as someone's lawn. Chair Penny Jordan concurred these are public accessways and that folks maintain them.

Both agreed that handicapped accessibility should be considered. Councilor Noonan noted an email received during the Seaview Ave meetings where a beach user parks on Seaview Ave to bring his elderly mother-in-law to the beach.

The committee agreed that, for the next meeting, the town planner and police chief will prepare a description of a study to be conducted over the summer for the committee to review.

Wima2

The committee reviewed a draft RFP (Request for Proposals) to obtain a consultant to help the town implement the Wima (Wireless Infrastructure Market Augmentation) study recently completed.

The committee added under Description of work that the consultant will provide advice on available funding sources, filled in scheduling for when the proposal is due and the contract might be signed, and updated the draft with the \$50,000 funding approved by the Town Council at the May 9th meeting.

The committee discussed and agreed that RFP language allowing a consultant to potentially participate in a future bid for installation would be appropriate given the topic area, wireless infrastructure, and the relatively small market in Maine that may limit the number of potential installation bidders.

The committee voted 3-0 to recommend the RFP to the Town Council for consideration at the June meeting.

Next meeting

The committee discussed potential pending items, such as an RFP referral for staffing of the Ad Hoc Housing Diversity Study Committee, and meeting scheduling. The committee agreed to meet May 25th, beginning at 7:00 p.m. in person. Chief Fenton will be invited to the meeting related to the Reef Road parking issue.

The meeting adjourned at 7:40 p.m.