



## DRAFT CITY COUNCIL MEETING MINUTES OF May 9, 2016

**PRESENT: MAYOR WALKER, COUNCILORS-AT-LARGE LAPOINTE & STEARNS  
WARD COUNCILORS DUFOUR, GABRION, LINDLEY, CIRCO, & HARVEY-MCPHERSON**

Mayor Walker called the meeting to order.

### 3. COMMENTS / QUESTIONS FROM THE PUBLIC CONCERNING MATTERS NOT RELATED TO ITEMS ON THE AGENDA:

Raymond Hicks told the Council at the last meeting there were questions about funding for Farmers Markets. He looked into this and found two separate USDA Grants available for up to \$50,000 for Farmers Markets but the applications are due this week. One is applied for by the farmers market and one is applied for by the town or city, so he wondered if the city would want to apply for this.

Mayor Walker stated that he did not think the city could but the City Manager would get this information to the Farmers Market by tomorrow.

Seth Hardy, Academy Street asked the council to consider bring up the minimum maintenance standards to properties in the Residential Zone. Mayor Walker stated this subject is on the agenda later in the meeting.

### 4. OTHER BUSINESS (Items 4):

- a. Parade permit request from Susan McPherson to have the Old Hallowell Day Parade on Saturday, July 16, 2016 from 10:00 a.m. to 11:00 a.m., on Water Street from Cemetery to Boat Landing.

Lapointe – Lindley - Move to approve parade request. Unanimously approved

- b. Parade permit request from Goodrich-Caldwell American Legion Post 6 to have a Memorial Day Parade on Monday, May 30, 2016 from 9:00 a.m. to 12 noon, starting at Legion Hall and going to Cemetery.

Lapointe – Lindley - Move to approve parade request. Unanimously approved

- c. Request for Victualer's license from Kimberly and Hilary Davis for Scrummy Afters Candy Shoppe, 136 Water Street.

Lapointe – Lindley - Move to approve request for Victualer's license, effective immediately.

Unanimously approved

- d. Request for Victualer's license from Lawrence M. Iacofano for Hattie's Chowder House, 103 Water Street.

Stearns – Lapointe - Move to approve Victualer's license.

Unanimously approved

### 5. ADJUSTMENTS TO AGENDA:

Stearns – Lapointe – **DOWNTOWN FIRE SAFETY** as Item 10a.

Unanimously approved

### 6. CONSENT AGENDA (Items 6):

- a. City Council Minutes for the April 11, 2016.

- b. Roll of Accounts for May 9, 2016.

- c. Department/Office Reports: Treasurer, Public Works, Police, Code Enforcement, Fire

Lapointe – Dufour - Move acceptance of the consent agenda as presented.

Unanimously approved

**7. PRESENTATION BY MAINE TURNPIKE AUTHORITY CONCERNING BRIDGE CONSTRUCTION ON MAPLE STREET BEGINNING THIS SUMMER.**

Ralph Norwood and Sara Zografos from the Maine Turnpike Authority updated the council on a summer project planned for the Maple Street Bridge that is actually in Farmingdale. This will be very similar to the project they did on the Litchfield Road a couple years ago. They will be replacing the bridge superstructure and the bridge will be two feet wider to accommodate bicycles. The schedule for closing is June 22<sup>nd</sup> thru mid-November to two way traffic. The bridge will be raised a little to give more clearance for I-95. This project will be posted to their website and the City's website.

**8. PUBLIC HEARING CONCERNING WATER STREET RECONSTRUCTION**

Mayor Walker called the public hearing to order at 6:17 p.m.

Some of the concerns raised from residents were as followed: this is a lifetime opportunity and should be done once right with no things put on a "to do" list; some aspects as to what makes a town attractive and pedestrian friendly are gateway parks, red concrete crosswalks, and adding a crosswalk by the crane entrance steps making a connection to rail trail and extending the brick sidewalks to bring it all together; delays and bump outs (that a majority spoke against at the public meetings) will only add to project costs but extending the brick sidewalks are needed; Row House supports items 7a and 7b in the resolution (the street lights and sidewalks), 8b asks for additional brickwork be done now, and adding two additional brick crosswalks with no bump outs; HABOT asked for a more creative scheduling and spread work around, more bathrooms are needed and Central Street parking is imperative

Mayor Walker closed the public hearing at 7:03 p.m.

**9. CITY COUNCIL RESOLUTION SUPPORTING RECONSTRUCTION OF WATER STREET**

Lindley – Lapointe - Move to approve Resolution 03-16-R.

Highway Committee Chair Councilor Stearns explained the outlined resolve as written without the bump outs, but stated within the next twelve month period items could be added.

Unanimously approved

**10. ADOPTION OF KENNEBEC RIVER RAIL TRAIL INTERLOCAL AGREEMENT WITH FARMINGDALE, GARDINER AND AUGUSTA.**

Lindley – Lapointe - Move to approve Kennebec River Rail Trail Interlocal Agreement.

Unanimously approved

**10a. DOWNTOWN FIRE SAFETY**

Councilor Stearns asked to have Fire Chief Grant come before the Council next month to present his professional analysis of risk for the downtown buildings before the Water Street reconstruction starts.

Harvey-McPherson – Lindley - Move to have the Fire Chief's Fire Safety Briefing Report to date on the June Agenda.

Unanimously approved

**11. PROCLAMATION DECLARING THE WEEK OF MAY 15-21, 2016 AS ARBOR WEEK (Item 11)**

Lindley – Lapointe - Move to approve Resolution 02-16-R proclaiming the week of May 15 through May 21, 2016 as Arbor Week.

Unanimously approved

**12. PROCLAMATION DECLARING THE WEEK OF MAY 8-14, 2016 AS WOMEN'S LUNG HEALTH WEEK (Item 12)**

Lindley – Gabrion - Move to approve Resolution 04-16-R proclaiming the week of May 8 through May 14, 2016 as Women's Lung Health Week.

Unanimously approved

**13. DISCUSSION OF DISTRESSED PROPERTIES AND DANGEROUS BUILDINGS WITHIN THE CITY. (Item 13)**

Interim City Manager AuCoin put together a list of distressed properties and dangerous buildings for the Property Committee to look at and the committee designated five properties that need immediate attention. Dangerous Building – City Council can determine if a property meets dangerous building standards and can authorize and implement remedy with recoupment of cost via tax assessment. No court action required. Discussion followed whether to proceed now or wait until the hire of the city manager.

Harvey-McPherson – Lindley – Motion to move forward on vacant properties and table the occupied properties until after the hire of the city manager. Unanimously approved

**14. COUNCIL COMMITTEE REPORTS (Item 14):**

- Finance Committee – Budget update  
Councilor Lapointe stated the Finance Committee has worked with the Interim City Manager and the Treasurer on the expense side of the budget showing a possible 18.38 mil rate and \$190,000 in the red to date. He presented their draft report. A copy of this draft report is available in the City Clerk’s Office.
- Personnel Committee –  
Councilor Dufour stated that the committee received sixteen applications for the city manager’s position and they interviewed six applicants last week. The plan is to have one or two finalists come to the Special Council Meeting on May 23<sup>rd</sup> and have the city manager in place for June.
- Property Committee – Disposition of Tax Acquired Property Policy, Fish & Game Road Easements  
Councilor Harvey-McPherson presented the committee’s final approval summary on Disposition of Property. Discussion followed on page two 3.2 under 3. the underlined section beginning “The City Manager shall...”. The committee will ask the City Solicitor his reasoning behind this section and report back in June.  
The committee met with a rep. from McNaughton Construction regarding Duane Lord’s Fish & Game Road Easement request and they will be meeting again and have invited the Laflins and Chris Buck to also attend their next meeting

**15. COUNCIL COMMITTEE MEETINGS TO BE HELD PRIOR TO JUNE MEETING:**

- Finance Committee
- Highway Committee
- Personnel Committee
- Recreation Commission
- Property Committee – May 12

**16. CITY MANAGER’S REPORT (Item 15):**

Interim City Manager AuCoin highlighted different items from her report. She asked for suggestions for people that would like to help out on the Hall-Dale Summer Recreation Program as this has changed and there is no longer a board to oversee this program. The City of Hallowell took this over last year.

**17. MAYOR’S APPOINTMENTS/REPORT:**

- Update on the sale of the Stevens School Property  
Matt Morrill, the new owner could not be here tonight but he will be at the May 23<sup>rd</sup> Special Council Meeting to address the agenda item Stevens School Property. The fire hydrants are a major concern for fire safety.
- Planning Board 2<sup>nd</sup> Alternate  
Mayor Walker appointed Dan Davis as the 2<sup>nd</sup> Alternate to the Planning Board

Lindley – Lapointe – Move to approve the appointment.

Unanimously approved

Mayor Walker stated as the Planning Board starts to address ordinance changes regarding Stevens School he feels that the council may be giving the Planning Board a disservice by not giving them more training. MMA is having a June 2<sup>nd</sup> Training for Planning Board Members and Mo stated that four members have already signed up for this. Other suggestions are offering a two-hour training with an historic expert and an orientation for new members. The Mayor mentioned that there may be another opening on the Planning Board.

- Maureen AuCoin – Road Commissioner

Mayor Walker appointed Maureen AuCoin as the Road Commissioner.

Lapointe - Lindley - Move to approve the Mayor's appointments.

Unanimously approved

## **18. EXECUTIVE SESSION FOR PROPERTY NEGOTIATIONS**

Stearns – Dufour - Move to enter into executive session pursuant to 1 M.R.S.A § 405(6)(C) for discussion of acquisition of real property for City parking. Unanimously approved

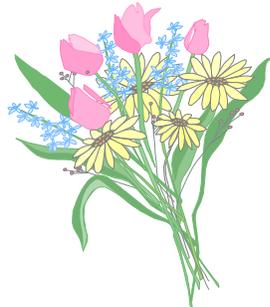
Harvey-McPherson – Dufour – Move to come out of executive session. Unanimously approved

## **19. EXECUTIVE SESSION FOR LEGAL CLAIM**

Stearns – Lindley - Move to enter into executive session pursuant to 1 M.R.S.A § 405(6)(E) for discussion of a legal matter. Unanimously approved

Harvey-McPherson – Lindley – Move to come out of executive session. Unanimously approved

**Meeting adjourned**



Deanna Mosher Hallett,  
City Clerk

*DRAFT SPECIAL CITY COUNCIL MEETING MINUTES of May 23, 2016*



**PRESENT: MAYOR WALKER, COUNCILORS-AT-LARGE LAPOINTE & STEARNS, WARD COUNCILORS DUFOUR, LINDLEY, CIRCO, & HARVEY-MCPHERSON**  
**ABSENT: COUNCILOR GABRION**

Mayor Walker called the Special Council Meeting to order.

**3. COMMENTS / QUESTIONS FROM THE PUBLIC CONCERNING MATTERS NOT RELATED TO ITEMS ON THE AGENDA:**

Planning Board Chair Danielle Obery and a few other members requested the City offer technical assistance training to the board members and requested an historic preservation consultant be part of the Planning Board. Interim City Manager AuCoin stated there are several members already signed up for the MMA training.

Mayor Walker stated that he has been asked to have flood plain training offered also. The City has retained Consultant Mark Eyerman to help with the Stevens School complex.

Patrick Cunningham stated they have a newly located business on Carriage Lane and the employees are asking the City to extend the sidewalk from the RSU #2 School entrance to the Hallowell Overlook.

**COUNCILOR GABRION ARRIVED**

Mayor Walker stated the Council will ask public works for an estimate to extend this sidewalk.

**4. OTHER BUSINESS (Items 4):**

- a. Request for Transient Seller license from Cameron Brown d/b/a Bumblebee Books for permission to sell used consumer merchandise at Granite City Park.

Lindley – Lapointe - Move to approve request for Transient Seller’s license.

Some concerns were brought up about allowing a seller to sell a like product to a current business. Discussion followed. There was a comment that this might not be a concern but compliment to the other book store.

Stearns – Lapointe – Move to table until the next Council Meeting June 13<sup>th</sup>. 6 – 1 Lindley opposed

- b. Request for Liquor license from Lawrence M. Iacofano. New owner of Hattie’s Chowder House, 103 Water Street. New name of business will be “Buddy’s Diner”

Lapointe – Lindley - Move to approve request for Liquor license. Unanimously approved

**5. ADJUSTMENTS TO AGENDA: None**

**6. PRESENTATION BY MATT MORRILL, MASTWAY DEVELOPMENT LLC, CONCERNING PROPOSED DEVELOPMENT OF THE STEVENS SCHOOL PROPERTY, MAP 6, LOT 27.**

New Stevens School property owner Matt Morrill along with Attorney Tom Federle addressed the Council concerning the proposed development. Mr. Morrill said in order to make this property more manageable and to be more attractive to other developers he and his team would like to propose the following: Tom Federle stated that Matt intends to revitalize the existing campus with affordable housing, senior housing, condos, and retail/commercial/office use. Reuse existing buildings as much as possible; preserve features of land deed access across the property with a small lot open space meadow for smaller lots. Matt needs the City’s partnership for this to happen and two things that are needed immediately are money and

an ordinance change. In regards to the money it is infrastructure improvements. They intend to follow this meeting with a request for the Council to issue a bond for the road infrastructure, the sewer & water infrastructure, and the drainage & ditching, so there is an ability to attract capital to invest into the existing buildings.

The second mechanism is an ordinance change to allow the master plan to not be triggered until Matt comes forward with an alternative plan layout of the property. Having that trigger point, Matt would be able to make reuse of the existing buildings and carve out the back parcel to begin that project.

A question on TIFS was asked - answer yes at the next step for individual buildings and developers.

It was noted that it is sad that in central Maine there seems to be losing population but this piece of property could help with pro-growth bias.

Pedestrian and bike path connection easements from the school to the top of the hill is only one opportunity for development on this site. RSU #2 Board Chair Dawn Gallagher asked Matt and his team to come to their board meeting.

It was asked at the meeting that this team really look at affordable housing and examine what that really means to the residents.

**7. APPROVAL OF THE WARRANT AND NOTICE OF ELECTION FOR THE RSU 2 BUDGET VALIDATION REFERENDUM (Item 7):**

Lapointe – Lindley - Move to approve Warrant/Notice of Election. Unanimously approved  
RSU #2 Board Chair Gallagher told the Council that the final State funding figure is \$197,656.

**8. BUDGET WORKSHOP FOR FISCAL YEAR '17 MUNICIPAL BUDGET**

Finance Committee Chair Lapointe gave the Council the Finance Committee Report. A preliminary summary of the draft budget for FY17 showed expenses \$5,434,525; income \$5,148,377 leaving a difference of \$-394,934. This would result in an estimated mil rate increase from 17.6 to 19.21, an increase of 9.16%. Discussion followed

Mayor Walker stated that before the next meeting the Council needs the Debt Service Spreadsheet.

**9. COUNCIL COMMITTEE REPORTS:**

- Personnel Committee – go into executive session later in the meeting.
- Discussion followed on Transient Sellers - bring back to Council on June 13<sup>th</sup>.

**10. COUNCIL COMMITTEE MEETINGS TO BE HELD PRIOR TO JUNE MEETING:**

- Finance Committee – Public Budget Meeting
- Personnel Committee
- Recreation Commission
- Protection Committee
- Property Committee – prior to June 13<sup>th</sup> Council Meeting
- Charter Commission – June 22<sup>nd</sup>

**11. CITY MANAGER'S APPOINTMENTS/REPORT - None**

**12. MAYOR'S APPOINTMENTS/REPORT - None**

**13. EXECUTIVE SESSION FOR PERSONNEL ISSUE**

Lindley – Lapointe - Move to enter executive session pursuant to 1 M.R.S.A § 405(6)(A) for discussion of a personnel issue. Unanimously approved

Mayor Walker invited Nate Rudy to join the executive session and excluded Interim City Manager AuCoin.

Stearns – Lindley - Move to come out of executive session.

Unanimously approved

**14. EXECUTIVE SESSION FOR PROPERTY NEGOTIATIONS**

Harvey-McPherson – Gabrion - Move to enter executive session pursuant to 1 M.R.S.A § 405(6)(C) for discussion of acquisition of real property for City parking. Unanimously approved

Lapointe – Lindley – Move to come out of executive session. Unanimously approved



*Deanna Mosher Hallett,*

*City Clerk*