



CITY of HALLOWELL, MAINE

Web Site: <http://hallowell.govoffice.com/>

CITY COUNCIL MEETING CITY HALL COUNCIL CHAMBERS MONDAY, September 12, 2016 at 6:00 PM

AGENDA

1. CALL TO ORDER:

2. COUNCILORS ABSENT:

3. APPOINTMENT OF MICHAEL FRETT TO SERVE AS WARD TWO CITY COUNCILOR:

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

5. OTHER BUSINESS:

- a. Request from Hall-Dale Boosters Club for permission to hang banner over Water Street at Lucky Garden for three weeks TBD to promote Hall-Dale Homecoming on October 6 - 8, 2016.

MOTION: Move to approve request to hang a banner.

- b. Request from Hall-Dale High School Music for permission to hang banner over Water Street at Lucky Garden from October 15 – 30 to promote Hall-Dale Fine Arts Craft Fair on October 29th, 2016..

MOTION: Move to approve request to hang a banner.

6. ADJUSTMENTS TO THE AGENDA:

7. CONSENT AGENDA:

- a. City Council Minutes for August 8, 2016.
- b. Roll of Accounts for September 12, 2016.
- c. Department/Office Reports: Treasurer, Public Works, Police, Code Enforcement, Fire.

MOTION: Move acceptance of the consent agenda as presented.

8. COMMENTS REGARDING HALLOWELL'S OXFORD HOUSE WITH GUEST SPEAKER LARRY DAVIS:

9. PRESENTATION OF THE CHARTER COMMISSION'S FINAL REPORT AND DRAFT REVISION OF THE HALLOWELL CITY CHARTER:

MOTION: Move acceptance of the final draft revision of the Hallowell City Charter for presentation to the City Clerk to include as a November, 2016 ballot referendum in accordance with 30-A M.R.S., Section 2105.

10. RECOMMENDATIONS TO COUNCIL FROM THE RECREATION COMMITTEE FOR THE GRANITE CITY PARK CONSTRUCTION PROJECT:

MOTION: Move to approve the plan as designed and direct the City Manager to assist as needed.

11. UPDATE ON THE STEVENS SCHOOL MASTER PLAN WITH GUEST MATT MORRILL, MASTWAY DEVELOPMENT, LLC:

Council will receive an update on progress toward a Master Plan for submission to the Planning Board, and other activity at Stevens School. **No action required.**

12. PROPOSAL TO AWARD A FORGIVABLE LOAN TO MASTWAY DEVELOPMENT, LLC FOR STEVENS SCHOOL USING COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS AWARDED TO THE CITY OF HALLOWELL FOR LOW TO MODERATE INCOME HOUSING DEVELOPMENTS:

MOTION: Move to direct the City Manager to finalize the mortgage lien, promissory note, and other required documents for the City to enter into a forgivable loan with Stevens School developer Matt Morrill using up to \$238,000 from the City's CDBG fund.

13. RECOMMENDATION FROM THE PROPERTY COMMITTEE FOR CITY COUNCIL TO APPROVE A POLICY ON TAX-ACQUIRED PROPERTY:

MOTION: Move to approve the CITY OF HALLOWELL POLICY FOR DISPOSITION OF TAX ACQUIRED PROPERTY as edited by the City Solicitor and presented by the Property Committee.

14. COUNCIL REVIEW OF THE STATUS OF CEMETERY COMMITTEE:

Council will deliberate on the business of the Cemetery Committee and whether it might continue as a Council committee, become a non-Council committee, or if the City's oversight of affairs at the cemetery oversight might be conducted by the Property Committee.

15. STATUS UPDATE FROM THE FIRE SERVICES COMMITTEE:

Council will receive an update on progress toward a recommendation from the Fire Services Committee from Bob Duplessie. **No action required.**

16. COUNCIL COMMITTEE REPORTS:

- a. Finance
- b. Highway
- c. Personnel + Policy
 - i. Update on Liquor License Process and Forms
- d. Property + Lands
 - i. Update on Fish & Game Road Easements Discussion
- e. Protection

17. COUNCIL COMMITTEE MEETINGS TO BE HELD AT THE FIRST NECESSITY:

- a. Cemetery
- b. Claims
- c. Health + Welfare

18. CITY MANAGER'S APPOINTMENTS / REPORT:

- a. Staffing Update – Code Enforcement Officer position opening
- b. Purchasing Policy Update
- c. Whistleblower Policy Update
- d. Meeting with State Fire Marshal's Office
- e. MMA Risk Management Services refund
- f. Staff "Wish List" for City Hall enhancements

19. MAYOR'S APPOINTMENTS / REPORT:

- a. Mayor's Appointments
- b. October City Council Meeting Date
- c. Update on Dummer House / Central Street Parking Project
- d. MMA Voting Delegate nomination and appointment

20. EXECUTIVE SESSION FOR LEGAL CLAIM:

MOTION: Move to enter executive session pursuant to 1 M.R.S.A § 405(6)(E) for discussion of a legal matter related to Personnel.

21. ADJOURNMENT: