



CITY of HALLOWELL, MAINE

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

CITY COUNCIL MEETING CITY HALL COUNCIL CHAMBERS MONDAY, August 8, 2016 at 6:00 PM

AGENDA

1. CALL TO ORDER:

2. COUNCILORS ABSENT:

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

4. OTHER BUSINESS:

- a. Request permission to hang banner over Water Street from Augusta Downtown Alliance.

MOTION: Move to approve request.

- b. Request permission to serve alcohol at a private, licensed, catered event in City Hall from Doug Bingfield.

MOTION: Move to approve request.

- c. Notice of Event at Waterfront Park: September 11th Remembrance Vigil from Cox Memorial United Methodist Church.

No Action Required.

5. ADJUSTMENTS TO AGENDA:

6. CONSENT AGENDA:

- a. City Council Minutes for July 11, 2016.
b. Roll of Accounts for August 8, 2016.
c. Department/Office Reports: Treasurer, Public Works, Police, Code Enforcement, Fire.

MOTION: Move acceptance of the consent agenda as presented.

7. PRESENTATION BY HALLOWELL OXFORD HOUSE WITH GUEST SPEAKER ELAINA GEORGE:

8. PRESENTATION ABOUT WORKPLACE WELLNESS AND COMMUNITY HEALTH PROGRAMS WITH KAREN TUCKER, HEALTHY COMMUNITIES OF THE CAPITAL AREA

MOTION: Move to refer discussion of Workplace Wellness and Community Health Programs to the Health and Welfare Committee.

9. POLICY ON PUBLIC ACCESS TO CITY-OWNED BUILDINGS:

MOTION: Move to refer this matter to the Property + Lands Committee for review and recommendations to Council.

10. REVIEW OF CITY PROCESS AND FORMS FOR LIQUOR LICENSE APPROVAL

MOTION: Move to refer to Personnel + Policy Committee for review

11. FIRST AND SECOND READING: PROPOSED AMENDMENT TO ORDINANCE SECTION 7-401 AND SECTION 7-402 REGARDING LICENSE FOR FARMERS MARKETS ON PRIVATE PROPERTY:

MOTION: Move to approve first reading of amendment to update Sections 7-401 and 7-402.

MOTION: Move to suspend rules to allow for Second Reading of Said Amendment.

MOTION: Move to approve second reading of amendment to update Sections 7-401 and 7-402.

12. COUNCIL COMMITTEE REPORTS:

- a. Finance
 - i. Budget update
 - ii. Stevens School discussion update
 - iii. Stevens School CDBG investment

MOTION: Move to direct the City Manager to enter negotiations with Stevens School developer Matt Morrill to secure a CDBG fund investment with a mortgage lien outlining terms of agreement.

- b. Personnel + Policy
 - i. Recommendation to add revised Whistleblower Protection policy
- c. Property + Lands
 - i. Update on Fish & Game Road Easements Review
- d. Highway
 - 1. Ad-hoc Parking Committee Proposal for City Representative to Discuss Temporary Parking with Downtown Property Owners Having Available Parking Areas

13. COUNCIL COMMITTEE MEETINGS TO BE HELD AT FIRST CONVENIENCE:

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

14. PRESENTATION OF CITY TAX COMMITMENT PROVIDED BY THE HALLOWELL BOARD OF ASSESSORS:

15. THIRD READING OF ORDER 16-02, ADOPTION OF THE FY 2016/2017 MUNICIPAL EXPENDITURE BUDGET:

MOTION: Move Council approves third reading of Order 16-02, adoption of the FY 2016/2017 municipal expenditure budget as amended.

16. THIRD READING OF ORDER 16-03, ADOPTION OF THE FY 2016/2017 MUNICIPAL REVENUE BUDGET:

MOTION: Move Council approves third reading of Order 16-03, adoption of the FY 2016/2017 municipal revenue budget as amended.

17. READING OF ORDER 16-04, ADOPTION OF THE FY 2016/2017 TAX DUE DATES:

MOTION: Move Council approves reading of Order 16-04, adoption of the FY 2016/2017 tax due dates.

18. READING OF ORDER 16-05, ADOPTION OF THE FY 2016/2017 INTEREST RATE FOR DELINQUENT TAXES:

MOTION: Move Council approves reading of Order 16-05, adoption of the FY 2016/2017 interest rate for delinquent taxes.

19. READING OF ORDER 16-06, ADOPTION OF THE FY 2016/2017 INTEREST RATE FOR OVERPAYMENT OF TAXES:

MOTION: Move Council approves reading of Order 16-06, adoption of the FY 2016/2017 interest rate for overpayment of taxes.

20. READING OF ORDER 16-07, ADOPTION OF THE FY 2016/2017 PURSUANT TO 36 MRSA SECTION 906:

MOTION: Move Council approves reading of Order 16-07, adoption of the FY 2016/2017 authorizing application of property tax payment against outstanding or delinquent taxes in chronological order.

21. CITY MANAGER'S APPOINTMENTS/REPORT:

- a. Appointment: Dawna Myrick as General Assistance Administrator
- b. City Manager meeting with Hallowell Fire Department
- c. Update to discussion about "After Hours Special Event" permit, review by Ordinance Review Committee
- d. Staffing Update – Seasonal Public Works and Police Department hires and Code Enforcement Officer position opening
- e. City Manager Office Hours posted
- f. Update to Transient Seller License form
- g. Lincoln Street property line question regarding Sampson's Row / Paper Street
- h. Lincoln Street property line question regarding driveway access at 19 and 21 Lincoln Street
- i. Waterfront Park Water Service for HABOT Woodstock Revival, August 14th

22. MAYOR'S APPOINTMENTS/REPORT:

23. MMA ANNUAL ELECTION - VICE PRESIDENT AND EXECUTIVE COMMITTEE:

24. ADJOURNMENT: