CITY COUNCIL MEETING MINUTES of April 11, 2016

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

Mayor Walker called the Council Meeting to order.

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

Lauren Flanders handed out a sheet yielding ideas for the Water Street Reconstruction Project. Mayor Walker told her that she could address this under the Highway Committee's Report or at the MaineDOT/Highway Committee Public Meeting on Thursday.

Frank O'Hara presented a suggestion of a three month extension for the Council to hold off on its vote on Water Street design from May to August giving some groups time to develop an alternative vision for Water Street. The Mayor told Mr. O'Hara the same thing as he told Ms. Flanders.

4. OTHER BUSINESS (Items 4):

a. Request by Friends of the Kennebec River Rail Trail to hang a banner across Water Street on the south end of downtown to promote the Half Marathon and 5K event on June 26, 2016. Banner will be hung from June 10th through June 27th.

Lapointe – Harvey-McPherson - Move to approve request to hang a banner. Unanimously approved

b. Spirit of America Award

Lapointe – Dufour - Move to approve Resolution 01-16-R naming Rick Morrow as Hallowell's Spirit of America nominee. Unanimously approved

c. Request by Sam Shain to hold an event in City Hall Auditorium and have alcohol served on May 27, 2016.

Lindley – Lapointe - Move to approve request for the alcohol to be served at the event.
Unanimously approved

d. Update on the showing of the Declaration of Independence at City Hall on July 4, 2016.

Sam Webber updated the Council on the City's Broadside located at the State Museum. This will be a one day showing and the Hallowell Citizens Initiative Committee has agreed to pay for extra security.
Lapointe – Circo - Move to approve the showing of the Declaration at City Hall on July 4th.
Unanimously approved

5. ADJUSTMENTS TO AGENDA:

Stearns – Lapointe – Move to add as item **10b Highway Committee Report that includes the Central Street Parking issue.** Unanimously approved

6. CONSENT AGENDA (Items 6):

a. City Council Minutes for the March 7, 2016, and March 14, 2016.
b. Roll of Accounts for April 11, 2016.
c. Department/Office Reports: Treasurer, Public Works, Police, Code Enforcement, Fire Dept.

Lapointe – Dufour - Move acceptance of the consent agenda as presented.
Councilor Stearns asked to have the Fire Department's and Fire Marshal's report on inspections in downtown on the May agenda. Unanimously approved

7. PRESENTATION BY ROSIE VANADESTINE, KENNEBEC VALLEY COUNCIL OF GOVERNMENTS (KVCOG)

Mayor Walked stated that the subject of staffing some of the major projects that the City is looking at might be too much for the local staff to handle and City Manager Pakulski had started contacting some outside resources such as KVCOG to help with these projects. Ms. Vanadestine from KVCOG gave a brief outline of the services that KVCOG can offer such as low revolving loan funding, matching grants, local farms and food, planning assistance, mapping, digitize tax maps, facilitation services in inter-local collaboration, etc. They have started to add code enforcement, assessing, and economic development services. The fee structure is population and valuation based on contract basis cost, hourly rate is an option for periodic help. A ballpark number might be around $4000 to $6000 a year.

8. DONATION OF $500 TO PAKULSKI COLLEGE FUND IN MEMORY OF FORMER CITY MANAGER STEFAN PAKULSKI

Lindley – Harvey-McPherson - Move to donate $500 to Pakulski College Fund. Unanimously approved

9. FARMERS MARKET UPDATE

Councilor Dufour & Councilor Circo, who headed up the meeting in the absence of Mayor Walker, updated the Council on the Neighbors & Farmers Market Meeting. Ben Marcus from the Farmers Market stated they have decided moving the market to the PUC block is more beneficial long term. They have been granted permission from Mr. Mattson. The signage and licensing will be figured out and they hope to open by the end of May. Councilor Stearns felt that this location was nearer to downtown and would help with the Water Street Reconstruction by drawing people to the downtown.

10. REQUEST BY DUANE LORD FOR AN EASEMENT FROM THE CITY FOR THE USE OF FISH AND GAME ROAD

Interim City Manager Maureen AuCoin told the Council that the Lords owns property that runs between Central Street and the Fish and Game Road and they are interested in putting in a pit similar to the Laflin pit. When the Laflins put their pit in a few years ago, the City gave them an easement for use of the Fish and Game Road with a bunch of conditions attached and this would be the same kind of easement. This pit would be a conditional use in that zone so it has to go to the Planning Board. There will be a bunch of steps to go through and the first step is to secure an easement from the City to make sure they have access to the pit.

Lindley – Lapointe - Move to refer this easement to the Property Committee. Unanimously approved

10B. HIGHWAY COMMITTEE REPORT THAT INCLUDES THE CENTRAL STREET PARKING ISSUE

Councilor Stearns gave the Council a brief summary. The Committee feels it is important to combine the Central Street parking and the Water Street Reconstruction. They have strived for unified decisions between the Council and the community and MaineDOT has been very helpful. To date decisions have been unanimous but he does not agree to deliberately prolong or form additional committees as there is a set schedule in place. He believes that the City needs to keep a deliberate pace and keep on schedule. There are timely decision points that need to be met. Part of the pace is public input and there has been a major effort with this. On the substance of this project their overall concern is not to drive businesses out. They have tried to counter that with as much public input and community benefits as possible. They want to come out of this with not only new sidewalks but new enhancements for pedestrians and bicycle safety. Better parking is agreed upon and MaineDOT has given the City a signed waiver that on street parking will

have minimal change plus there will be new parking by the snow dump and on Central Street. In the 247 surveys received back 90% don't want to extend the length of this project and agree with an aggressive schedule. They know that Central Street parking is important but feel that it could be set aside for Thursday Night's meeting and not ask MaineDOT to slow down until the City gets their design and financing in place. When that has been done these two could be combined back together.

Lauren Flanders presented to the Council her concerns for pedestrian safety and Councilor Stearns stated that they have done remarkable improvements in pedestrian safety; the crown, ADA accessible crosswalks, lighting, new sidewalks with incline improvements for ADA accessibility, etc.
Chris Buck read part of an accident statistics program developed by the Police Department that breaks down every accident at every intersection and it shows that there have been only two pedestrian accidents in the last five years.

Frank O'Hara presented to the Council his request for a variance of a three month extension for the Council to hold off on its vote on Water Street design.
Mayor Walker stated that there will be a public meeting forum with MaineDOT and the Highway Committee for public input on Thursday at the RSU#2 Elementary School and at the May Council Meeting.

11. VICTUALER'S LICENSE RENEWALS (Item 11)

Lapointe – Lindley - Move to approve the list of Victualer's Licenses that will expire May 31, 2016, as provided by the City Clerk. Unanimously approved

12. FIRE SERVICES COMMITTEE UPDATES AND REQUEST TO REFER ORDINANCE SECTIONS 4-271 AND 4-272 TO THE PROTECTION COMMITTEE FOR REVIEW. (Item 12)

Discussion followed on the artifact appraisals, options and costs and whether it needs to go to the Council or council committee.
Lindley – Lapointe - Move to refer Section 4-271 and 4-272 to the Protection Committee.
Unanimously approved

13. COUNCIL COMMITTEE REPORTS (Item 13):

- Finance Committee – Budget update

Chair Lapointe provided a written report to council members. Their goal remains to have a public meeting in late May, council consideration in June and 2nd & 3rd readings for July. Discussion on borrowing and bonding on large capital projects will begin after the 2017 budget is approved. The RSU#2 budget workshop will be held on April 28th for municipal officials. He hopes to have an easier reading budget summary for the next council meeting.

- Personnel Committee – City Manager search update

Chair Dufour reported Friday is the deadline and thus far they have received 8 applications. April 20th the Search Committee will meet to review the applications and decide if there is interest in interviewing any or all the candidates. They hope to get all the interviews done and are able to present a candidate to the Council in May.
The only other item the committee discussed was the Whistleblower Policy.

- Property Committee – Disposition of Tax Acquired Property Policy, City Hall Rental Policy

Chair Harvey-McPherson started with the Auditorium Rental Fees three new sections were added: #4 "Waiver of Rental Fee" and under Limitations - #18 "not to gather in the lobby area during business hours" and #19 "the use of the auditorium balcony is generally discouraged, usage requires permission from the City Manager" The Council asked the CEO to check on storage in the balcony.

Harvey-McPherson – Stearns – Move to adopt the City Hall Auditorium Rental and Use Policy as amended. Unanimously approved.

The Committee presented a draft Policy for Disposition of Tax Acquired Property. The committee asked for feedback from the Council.
The Committee prepared an Inventory of Municipal Property. Industrial Park has no clean title – tabled work for now. The gravel pit easement is time sensitive and will be looked at first.

- Highway Committee

The Highway Committee report was discussed as item 10b.

- Parking Committee

The committee will be working on the winter parking ban and church leases.

14. COUNCIL COMMITTEE MEETINGS TO BE HELD PRIOR TO MAY MEETING:

- Finance Committee – April 21
- Highway Committee – May 3
- Personnel Committee
- Recreation Commission
- Property Committee
- Protection Committee

15. CITY MANAGER'S REPORT (Item 15):

Interim City Manager Maureen AuCoin presented the City Manager's report. The city has submitted a grant application to DEP for culvert replacement on Outer Central Street. Estimated total project cost is $113,000. Grants are being awarded in amounts up to $95,000. She updated the council on this project.

16. MAYOR'S APPOINTMENTS/REPORT:

- Recycling Committee Ed Molleo
- Conservation Commission Cathie Murray as a member of the Recreation Commission
- Rail Trail Board of Supervisors Maureen AuCoin
- Health Officer Maureen AuCoin
- Recreation Director Maureen AuCoin

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

17. EXECUTIVE SESSION FOR PROPERTY NEGOTIATIONS

Lapointe – 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

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

18. EXECUTIVE SESSION FOR DISCUSSION OF A CBDG LOAN

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

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

19. EXECUTIVE SESSION FOR LEGAL CLAIM

Lapointe – 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

20. EXECUTIVE SESSION FOR PERSONNEL ISSUE

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

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

Meeting adjourned

Deanna Mosher Hallett,

City Clerk