

CITY OF HALLOWELL, MAINE
City Council Meeting Minutes of September 12, 2016

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

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

Mayor Walker called the City Council Meeting to order.

Mayor Walker received a letter of resignation from Ward Two City Councilor Sophie Gabrion effective immediately. He shared this letter with the City Council and City Manager Nate Rudy.

Mayor Walker appointed Michael Frett to City Councilor for Ward Two

Lindley-Lapointe – Move to accept the appointment of Michael Frett to Serve as Ward Two City Councilor.

Unanimously approved

Michael Frett was sworn in by City Clerk Diane Polky.

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

Tony Masciadri, President of the Hallowell Centennial Burial Ground Association, Inc. requested the City Council's permission to move two granite pillars located behind the Civil War Monument in the Hallowell cemetery be moved to a different location in the cemetery on Fountain Avenue. The cost of moving and concrete work for this project will be funded by the Association. HPW will dig the holes. Stearns – Lapointe Move to approve this request.

Unanimously approved

2. 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.
- 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.

Lapointe – Lindley Move to approve hanging both banners over Water Street for three weeks.

Unanimously approved

3. ADJUSTMENTS TO THE AGENDA: None

4. 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.
Mayor Walker recognized Sergeant Cloutier for receiving a Commendation for Merit from the Augusta Police Department for his /HPD involvement in a Walmart incident June 26, 2016. Councilor Lindley commented on the increase of over 100 in parking tickets in the parking enforcement officer's first month. Councilor Circo commented on the useful data from the parking ticket analysis report.

Lapointe- Lindley- Move to accept of the consent agenda as presented.

Unanimously approved

5. Larry Davis, 123 Town Farm Road, voiced his comments and concerns of the heroin epidemic in Central Maine and the practices of the Oxford House (Town Farm House) in Hallowell. His Presentation is on file at the city clerk's office.

Stearns – Lapointe motioned to resolve that the City Council of Hallowell welcome Oxford House and all of its residents to the City of Hallowell as new neighbors. Unanimously approved
Councilor Stearn presented a card to Ms. George to give to the residents of the house. Ms. George thanked the Council and commented that the house is doing well.

6. Steve Langsdorf, Chair of Hallowell Charter Commission gave a Presentation of the Charter Commission's Final Report and Draft Revision of the Hallowell City Charter. His report and final draft of the revised charter are on file in the city clerk's office.

Lapointe – Frett -Move to accept 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. Unanimously approved

7. Lindley – Lapointe Motion to move Item 15 Status Update from the Fire Services Committee out of order. Unanimously approved

Bob Duplessie, chair of Fire Services Study Committee gave an abbreviated report to the City Council. The Committee is meeting Sept 30th and plans to present its final report 4 to 6 weeks later.

8. Councilor Lapointe, Chair Recreation Committee presented a sketch of the location for the new Granite City Park sign. City manager Rudy will check with MDOT concerning the boundaries & right of way on Water Street.

Lindley – Lapointe move to approve the plan as designed and direct the City Manager to assist as needed. Unanimously approved

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

City Council received an update on progress toward a Master Plan for Stevens Commons (Stevens School Complex) from Matt Morrill and Attorney Tom Federle which will be submitted to the Code Enforcement Office/Planning Board. **No action required.**

10. 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:

Lindley – Lapointe- 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.

11. Stearns – Dufour – Move to Approve a City of Hallowell Policy for Disposition of Tax-Acquired Property as edited by the City Solicitor and presented by the Property committee.

Unanimously approved

12. COUNCIL REVIEW OF THE STATUS OF CEMETERY COMMITTEE:

Lindley – Lapointe Move to eliminate the City Council Cemetery Committee and transfer business items to the City Council Property Committee. Unanimously approved

13. COUNCIL COMMITTEE REPORTS:

- a. Finance - None
- b. Highway - None
- c. Personnel + Policy

Stearns – Lindley Move to adopt the proposed Liquor Licensing Protocol and instruct the City Manager to take the steps necessary to implement this protocol. Unanimously approved

City Manager Nate Rudy has begun the process of filling the Code Enforcement Officer/Assessing agent position(s).

Stearns – Lapointe Move to request an executive session on the agenda for the October meeting to discuss personnel that pertains to the evaluation of the city manager. Unanimously approved

Code of Conduct policy – The Committee’s proposal for this policy is still awaiting legal review and should be ready to present at the next meeting.

- d. Property + Lands
 - i. Update on Fish & Game Road Easements Discussion

Circo – Lapointe- Move to direct the city manager to work with the city attorney to develop a use license agreement, with conditions, for Bud Lord providing truck use on the Fish & Game Road.

Yea (Lapointe, Circo) No (Stearns, Frett, Lindley, Dufour) Motion Fails 4-2

Circo – Lapointe – Move to adopt the Policy on Public Access to City Owned Buildings approved by the committee. Unanimously approved

Circo – Lindley- Move to approve placement of the McCourtney bench at the Hallowell Reservoir per agreed upon location. Unanimously approved

Circo – Lindley – Move to transfer water access in Waterfront Park (Granite City Park) to the City and pay a deposit fee of \$395.32. Unanimously approved

- e. Protection

A public hearing for parking at the Vaughan Woods Trailhead was held. A recommended change to the city ordinances will ready for a first reading in October.

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

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

15. CITY MANAGER’S APPOINTMENTS / REPORT:

- a. Purchasing Policy Update

Stearns – Lindley- Move to refer an update to the purchasing policy to the Finance Committee. Unanimously approved

- b. Whistleblower Policy Update

Frett – Lindley- Move to enact the whistleblower policy. Unanimously approved

- c. Meeting with State Fire Marshal’s Office regarding code compliance including sprinkler systems in Downtown buildings.

- d. MMA Risk Management Services refund
- e. Staff “Wish List” for City Hall enhancements was brought forward for assistance for a grant application to be submitted to the Believe Foundation this Thursday.

16. MAYOR’S APPOINTMENTS / REPORT:

Mayor Walker appointed Councilor Frett to the City Council Health & Welfare, Claims, Highway Committees and the Water Street Reconstruction subcommittee - Parking/Alternative Transportation. He also appointed Billiann Dolby to the Parking Alternative Transportation sub-committee.

Mayor Walker appointed Councilor Circo to the Fire Services Study Committee.

Mayor Walker appointed Nancy McGinnis to the Arts and Cultural Committee.

- a. The October City Council Meeting Date is Tuesday October 11, 2016.
- b. Update on Dummer House / Central Street Parking Project – The consensus of the City Council is that the City wishes to use the same appraiser as Linda Bean for this project.
- c. MMA Voting Delegate nomination and appointment - City Manager Nate Rudy

17. Lapointe- Lindley- Move to approve mayor’s appointments/report as presented. Unanimously approved

18. EXECUTIVE SESSION FOR LEGAL CLAIM:

Lapointe - Dufour - Move to enter executive session pursuant to 1 M.R.S.A § 405(6)(E) for discussion of a legal matter related to Personnel at 9:48pm. Unanimously approved

Lindley - Lapointe - Move to exit executive session pursuant to 1 M.R.S.A § 405(6)(E) for discussion of a legal matter related to Personnel. Unanimously approved

19. Lindley – Frett – Motion to Adjourn Unanimously approved

Diane Polky
City Clerk