

**CITY OF HALLOWELL, MAINE**  
*City Council Meeting Minutes of October 11, 2016*  
Web Site: <http://hallowell.govoffice.com>

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

Mayor Walker called the City Council Meeting to order.

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

Lindley – Circo – Move to recognize Maine Conservation Corps and Americorps for their contributions to the City of Hallowell during the Sept 9<sup>th</sup>, 2016 Day of Service and Remembrance. Unanimously approved

Certificates of Appreciation signed by Rosemary Presnar, Chair, Hallowell Conservation Commission, George Lapointe, Chair, Recreation commission and President of City Council and Mayor Walker were presented to Maine Conservation Corps and Americorps in recognition of their outstanding contribution of a new native wildflower trail, new trail bridge, water bar, and extensive invasive plants removal project at the City Forest and Reservoir September 9, 2016.

Scott Cowger, Maple Hill B&B Conference Center, spoke of his frustration that the Town Farm Road was closed Thursday – Monday. Road closed signs were posted and there were no detour signs and notification. Customers could not find the Inn. He called Police Chief Nason who asked the construction crew to keep the road open.

Becky Havens, Buddy’s Diner/Easy Street Lounge, requested permission for a parade permit for Halloween in Hallowell, October 29<sup>th</sup>, 2016 on Water Street. She has contacted Chief Grant requesting a fire permit for a bonfire at Granite City park.

Stearns – Frett – Move to approve this parade permit application. Unanimously approved

Frank O’Hara presented a handout of four ideas for street designs of Hallowell Downtown.

Matt Merrill announced Hallowell Fall-O-Well, a harvest celebration Sunday October 23, 2016, noon to 4pm to be held at the upcoming Stevens Commons.

**2. OTHER BUSINESS:**

- a. Augusta Downtown Alliance returns with approval from HABOT requesting permission to hang banner to be placed on Water Street near the Lucky Garden from November 4, 2016 to December 5, 2016 to advertise holiday events in downtown Augusta.

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

- b. Hall-Dale Elementary PTO Sugar Rush 5K to start and end at Vaughan Field on October 30, 2016 7:30 – 11:30 AM, a fundraiser for PTO-sponsored activities and events benefiting students of Hall-Dale Elementary School. *No action required*

**3. ADJUSTMENTS TO THE AGENDA:**

Lapointe – Harvey Mcpherson – move item 18b. Follow up on Oxford House discussion to item 5b.

(5b) City Manager Rudy spoke of his findings from MMA and Dept. of Housing and Urban Development concerning group homes after researching the questions asked of the Council last month. Larry Davis, 123 Town Farm Road asked again what action the City Council will take to address his questions/concerns. The Council listened to his concerns. Discussion followed. *No action taken*

**4. CONSENT AGENDA:**

- a. City Council Minutes for September 12, 2016.
- b. Roll of Accounts for October 11, 2016.
- c. Department/Office Reports: Treasurer, Public Works, Police, Code Enforcement, Fire Dept.

Lapointe – Lindley - Move to accept the consent agenda as presented. Unanimously approved

**5. Mayor Walker called the public hearing on Amendments to General Assistance Ordinance, Chapter 10, with Appendices to order at 6:32 PM. There were no public comments. Mayor Walker closed the public hearing at 6:33PM.**

**6. FIRST READING OF AMENDMENTS TO GENERAL ASSISTANCE ORDINANCE, CHAPTER 10, WITH APPENDICES:**

Stearns – Lindley- Move to approve first Reading of amendments to City of Hallowell’s General Assistance Ordinance, Chapter 10, with Appendices. Unanimously approved

Stearns – Lindley -Move to suspend the rules requiring three separate day readings. Unanimously approved

**7. SECOND READING OF AMENDMENTS TO GENERAL ASSISTANCE ORDINANCE, CHAPTER 10, WITH APPENDICES:**

Stearns – Lindley- Move to approve second Reading of amendments to City of Hallowell’s General Assistance Ordinance, Chapter 10, with Appendices.

Stearns – Lindley -Move to waive separate day readings requirements of Article II, Section 9(d) of City Charter by enacting the proposed amendments to Chapter 10, with Appendices as an emergency so that it can comply with MMA General Assistance Guidelines which have been amended. Unanimously approved

**8. THIRD READING OF AMENDMENTS TO GENERAL ASSISTANCE ORDINANCE, CHAPTER 10, WITH APPENDICES:**

Stearns – Lindley -Move to approve third Reading of amendments to City of Hallowell’s General Assistance Ordinance, Chapter 10, with Appendices. Unanimously approved

**9. COUNCIL RESOLUTION TO ADOPT THE 2016 KENNEBEC COUNTY HAZARD MITIGATION PLAN PRESENTED BY THE KENNEBEC COUNTY EMERGENCY MANAGEMENT AGENCY:**

Sean Goodwin, Kennebec County EMA, Director presented the updated 2011 revised plan and spoke of the importance of having a plan in place for the City. He and Chief Nason answered questions.

Harvey-McPherson – Lapointe - Move to adopt the 2016 Kennebec County Hazard Mitigation Plan Resolution as submitted by the Kennebec County Emergency Management Agency with final review by Chief Nason. Unanimously approved

**10. PRESENTATION BY THE GREATER AUGUSTA UTILITY DISTRICT:**

General Manager Brian Tarbuck presented the District's 2015 Annual Report and a brief outline of the future projects (Stevens School and Water Street) in Hallowell. *No action required*

**11. PRESENTATION BY THE AMERICAN ASSOCIATION OF RETIRED PERSONS OF THE AGE-FRIENDLY COMMUNITY DESIGNATION:**

Under the guidance of City Manager Rudy, Hallowell has joined the AARP Network of Age-Friendly Communities which targets improvements in eight domains such as outdoor spaces & buildings, housing, social participation, and communication that influence the health and quality of life of older adults. *No action required*

**12. STATUS UPDATE FROM THE FIRE SERVICES COMMITTEE, DISCUSSION ABOUT SCHEDULING A PUBLIC FORUM:**

The Fire Services Committee will be meeting October 29<sup>th</sup> and conduct a public forum the first week in November. City manager Rudy has prepared nine proposals. Councilor Circo commented that each proposal is very detailed, in chart form so one is comparing apples to apples. The Committee worked very hard to get ready to make a decision. Council will receive a recommendation from the Fire Services Committee in November. *No action required*

**13. PRESENTATION OF THE FINAL DRAFT REVISION OF THE HALLOWELL CITY COUNCIL CODE OF CONDUCT:**

Councilor Frett called the Council's attention to a correction on page 4.

Lapointe – Frett - Move to approve the City of Hallowell Council Code of Conduct revised August 24, 2016 with a grammatical correction. Unanimously approved

**14. PRESENTATION OF COUNCIL COMMITTEE REPORTS:**

a. Finance

Councilor Lapointe reported that the finance committee will meet soon to discuss the City's purchasing policy and upcoming bond expenditures and timing of this process. Councilor Lindley asked questions of the listing of these expenditures and terms for financing items.

b. Highway

i. Update on Water Street project / scheduled MDOT public meeting October 27<sup>th</sup>

Councilor Stearns did not have any motions to present to the Council. He received materials from Ernie Martin, MDOT about three variables; street lights, brick work for sidewalks, and inflation of the costs for this project today. Designs and construction schedules will be presented at the public meeting.

c. Personnel + Policy – No report

d. Property + Lands

i. Fish & Game Road Easements Discussion

Councilor Harvey-McPherson asked for clarity and directions concerning a use licensing agreement for the Fish & Game Road. There were none given by the Council.

ii. Update on Lincoln Street / Vine Street / Sampson's Row Paper Street Discussion

Lapointe – Lindley- Move to approve a motion that the City has no interest in property on the western half of the center line of the Samson's Row paper street. Unanimously approved

iii. Update on 19 – 21 Lincoln Street Discussion

Lapointe – Lindley – Move to approve the City conducting a survey of the Lincoln Street road to establish boundaries for 19 Lincoln Street, including the neighboring property in the survey lines and to amend the city tax map to remove the road from the assessed property for 19 Lincoln Street. Unanimously approved

Lapointe – Lindley – Move to approve the City executing an easement for 21 Lincoln Street driveway rights. Discussion followed. It was noted that there is no commercial interest and no recreation use for the City.

Unanimously approved

iv. Update on 9 Lincoln Street Cease and Desist Order

The City issued a cease and desist order to the owner of 9 Lincoln Street to stop cutting trees. The Committee agreed that owner may clear brush and limbs but no additional cutting was approved.

Lapointe – Dufour – Move to direct the city manager to work with the city solicitor to study Vaughan Field covenants in the context of an abutter request to purchase a small portion of city owned property.

Unanimously approved

v. Dangerous Properties Discussion

Interim CEO Richard Dolby reviewed Maine’s dangerous building law and applied the criteria to 5 properties as previously requested by City Council: 131 Second, 20 Greenville Street, 8 Sampsons Row, 19 Page Street, and 21 Academy Street.

At the Committee’s request, Interim CEO Dolby will present the property findings for three properties; 131 Second Street, 20 Greenville Street, and 19 Page Street for consideration of future actions to be taken by City Council at the November meeting.

Interim CEO Dolby will evaluate trash in the yard of 18 Academy Street and address the public’s present concern to the Committee.

e. Protection

i. Update on Public Meeting on Parking Limitations around Vaughan Woods Litchfield Road trailhead

Lindley – Dufour - Move to accept the Protection Committee’s amendment and approve the second reading of proposed parking ban Ordinance amendment (Section 4-405) as amended to allow parking on both sides of Summer Street. Unanimously approved

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

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

**16. CITY MANAGER’S APPOINTMENTS / REPORT:**

a. City Manager’s Appointments

Frett – Lindley – Move to approve City Manager Rudy’s recommendation to appoint RJD Appraisal to provide property tax assessment services as the Assessor’s Agent for the City. Unanimously approved

Lindley – Frett - Move to approve -Diane Polky -Deputy GA Director Unanimously approved

**17. MAYOR’S APPOINTMENTS / REPORT:**

Mayor Walker will moderate the Hallowell Candidate forum Monday October 17<sup>th</sup>, 2016 at 6pm here at City Hall. The three candidates for State Senate District 14 will also be in attendance.

Mayor Walker gave an update on December Holiday festivities hosted with HABOT and the Old Hallowell Day committee. He believes that a citizen's committee will host the annual parade. The City will sponsor the annual children's party and senior citizen luncheon the second week in December.

**18. EXECUTIVE SESSION FOR LEGAL CLAIMS:**

Lindley – Lapointe-Move to enter executive session pursuant to 1 M.R.S.A § 405(6)(E) to discuss matters of pending or contemplated litigation.

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

**19. EXECUTIVE SESSION FOR PERSONNEL MATTERS:**

Lapointe – Lindley -Move to enter executive session pursuant to 1 M.R.S.A § 405(6)(A) to discuss personnel matters related to personnel review. Unanimously approved

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

**20. Lindley – Frett – Motion to Adjourn Unanimously approved**

*Diane D. Polky  
City Clerk*