**COUNCIL MEETING MINUTES**

**GARDINER CITY COUNCIL**

**WEDNESDAY, February 15, 2023**

**6:00 PM**

The meeting was called to order by Mayor Hart at 6:00 p.m.

**1) ROLL CALL / PLEDGE OF ALLEGIANCE**

 City Council Present: Councilor West, Councilor Cusick, Councilor Berry, Councilor Frey, Councilor Greenleaf, Councilor Brown

 City Council Present Remotely: Councilor Rines

 City Council Absent:

Also present: Andy Carlton, City Manager; Michelle Snowden, Deputy City Clerk; Interim Chief Pilsbury, Police; Chief Rick Sieberg; Fire; Kris McNeill, Code Enforcement; Doug Clark, Wastewater; Dawn Thistle, Library; Melissa Lindley, Economic Development; Jon Cameron, Public Works; Denise Brown, Finance; Alex McMahon, John Campbellton, Josh Campbellton

Mayor Hart stated that there is an addition to the agenda, a second Executive Session pursuant to 1 M.R.S.A. §405(6)(C)-Discussion of the acquisition or condition of real property

**Councilor Greenleaf moved to add the additional agenda item, Councilor Frey seconded the motion. A roll call vote was conducted: Councilor West – yes; Councilor Cusick – yes; Councilor Berry – yes; Mayor Hart – yes; Councilor Frey –yes; Councilor Rines – yes; Councilor Greenleaf – yes; Councilor Brown – yes. The motion passed 8-0.**

**2)** **PUBLIC COMMENT**

Adonna from Infinite signs was in attendance to display proposed signage for 1 Brunswick Avenue. The building owner, Jack Arbour, would like to place 27” gold leaf letters on the front and side of the building. This does not fit within the sign ordinance. In the downtown zone, a sign cannot be more than 12 square feet and the lettering / graphics cannot be more than 12” high. Mayor Hart stated that a sign variance is not an option, this would require a zoning change. If City Council wishes to review current zoning, it would be placed on a future agenda.

**3)** **PETITIONS / PUBLIC HEARINGS/PUBLIC PRESENTATIONS**

* 1. Public Hearing on a License Renewal for The Healing Community MEDCO Retail Medical Cannabis Products Store

**Mayor opened the public hearing at 6:07 p.m. Alex McMahon, one of the two owners, stated that they have enjoyed doing business in Gardiner and he was available for questions, there being none, Mayor Hart closed the public hearing at 6:08 p.m.**

**4)** NEW BUSINESS

a) Approval of Meeting Minutes

**Councilor Cusick moved to approve the February 1, 2023 City Council minutes, Councilor Berry seconded the motion. A roll call vote was conducted: Councilor Brown – yes; Councilor Greenleaf – yes; Councilor Rines –yes; Councilor Frey – yes; Mayor Hart – yes; Councilor Berry – yes; Councilor Cusick – yes; Councilor West – yes. The motion passed 8-0.**

 b) Awarding of the RFP for Real Estate Services for Libby Hill Business Park

Manager Andy Carlton stated that we have had a contract for the past year with Magnusson Balfour and Dennis has done a good job serving the City. He has brought several new businesses to Libby Hill. Manager Carlton received one proposal, which was from Dennis Wheelock at Magnusson Balfour. Councilor Berry inquired why the RFP is only for one year? Manager Carlton responded that it has been one year in the past, but he included the ability to extend it by one year in the current RFP.

**Councilor Cusick made a motion to award the RFP for Real Estate Services for Libby Hill Business Park to Magnusson Balfour. Councilor Greenleaf seconded the motion. A roll call vote was conducted: Councilor West – yes; Councilor Cusick – yes; Councilor Berry – yes; Councilor Frey – yes; Councilor Rines – yes; Councilor Greenleaf – yes; Councilor Brown – yes; Mayor Hart – yes. The motion passed 8-0.**

c) Approval of a Large Event: Gardiner Area High School National Honor Society 5K **Councilor Frey moved to approve the Gardiner Area High School National Honor Society 5K and waive any associated fees; Councilor Brown seconded the motion. A roll call vote was conducted: Councilor Brown – yes; Councilor Greenleaf – yes; Councilor Rines – yes; Councilor Frey – yes; Councilor Berry – yes; Councilor Cusick – yes; Councilor West – yes; Mayor Hart – yes. The motion passed 8-0.**

d) Approval of Large event: Memorial Day Parade hosted by the Smith Wiley American Legion

**Councilor Cusick moved to approve the Memorial Day Parade hosted by the Smith Wiley American Legion, Councilor West seconded the motion. A roll call vote was conducted: Councilor West – yes; Councilor Cusick – yes; Councilor Berry – yes; Councilor Frey – yes; Councilor Rines – yes; Councilor Greenleaf – yes; Councilor Brown – yes; Mayor Hart – yes. The motion passed 8-0.**

 e) Renewal of Retail Medical Cannabis License for The Healing Community MEDCO

**Councilor Berry moved to approve the retail medical cannabis license for The Healing Company MEDCO, Councilor Cusick seconded the motion. A roll call vote was conducted: Councilor Brown – yes; Councilor Greenleaf – yes; Councilor Rines – yes; Councilor Frey – yes; Councilor Berry – yes; Councilor Cusick – yes; Mayor Hart – yes. The motion passed 8-0.**

 f) Advise and Consent to Dispense of Three Tax Acquired Properties and Set Minimum Bid Requirements

Councilor Berry and Manager Carlton toured the three properties, which have been empty for quite some time, and recommend the following bids:

* 25 Hundred Acre Wood Road- Double wide MH on 2.18 acres. Land assessment is $27,100 Building $87,800. City foreclosed for 2020 taxes. Total owed for 4 outstanding years ($11,479.71. Minimum bid suggested $125,000
* 17 Butler Lane- Single wide MH on 1.1 acre. Land $24,600 Building $43,600. Foreclosed for 2019 taxes. Total owed for 5 years’ taxes $7298.81. Minimum bid suggested $25,000
* 34 Harrison Ave- 2 Story home- on 1.1 acre. Land $23,500 building $77,200 foreclosed for 2017 taxes. Total owed for tax and sewer $13,310.56 Minimum bid suggested $45,000

**Councilor Berry moved to dispense of three tax acquired properties at the suggested minimum bids. Councilor West seconded the motion. A roll call vote was conducted: Councilor West – yes; Councilor Cusick – yes; Councilor Berry – yes; Councilor Frey – yes; Councilor Rines – yes; Councilor Greenleaf; Councilor Brown – yes; Mayor Hart – yes. The motion passed 8-0.**

 g) Department Head Reports

1. **CITY MANAGER REPORT**
* **Manager Carlton and Economic Development Director met with the Board of Trade for the first time in a few years, they are both on the Board. They are excited about the opportunity to support the City.**
* **Manager Carlton thanked Fire Chief Rick Sieberg for writing the grant which secured $70,000 worth of fire apparatus.**
* **Manager Carlton stated that his aware that Christmas decorations are still up around the downtown and the Buildings & Grounds department is working on securing the equipment to remove them.**
* **It was reported that Chief Sieberg met with Ingrid Stanchfield of the Kennebec Valley Boys & Girls Club regarding working together to form an emergency shelter.**
* **Manager Carlyon stated that he and John Cameron will meet with representatives from Johnson Hall to discuss work on Mechanic Street. Any suggestions will come before Council for a vote.**
* **Lastly, Manager Carlton reported that budget work is underway. He anticipates having a budget timeline available for review at the first meeting in March. He reminded Council of the goal setting workshop this Saturday at City Hall.**
1. **CITY COUNCIL REPORT**
* **Councilor Cusick announced that he will not be in attendance for the March 1 meeting.**
* **Councilor Berry announced that he will not be in attendance for the March 1 meeting.**
* **Councilor Greenleaf thanked Manager Carlton for the follow up report.**
* **Councilor Brown mentioned that the Church Street sidewalk is icy, causing walkers to walk in the street. *Manager Carlton will address with Public Works.***
* **Mayor Hart will send out last year’s goals for Council to review prior to Saturday. Council members must be in person to participate.**
1. **EXECUTIVE SESSION**

**a)** Enter into Executive Session pursuant to 1 M.R.S.A. §405(6)(C)-Discussion of the acquisition or condition of real property

**Councilor Cusick moved to enter into executive session at 6:26 p.m. pursuant to 1 M.R.S.A.§405(6)(C) Discussion of the Acquisition or Condition of Real Property, Councilor Berry seconded the motion. A roll call vote was conducted: Councilor West – yes; Councilor Cusick – yes; Councilor Berry – yes; Councilor Frey – yes; Councilor Rines –yes; Councilor Greenleaf – yes; Councilor Brown – yes; Mayor Hart – yes. The motion passed 8-0. City Council entered into executive session at 6:26 p.m.**

**Councilor Berry moved to exit executive session at 6:32 p.m. pursuant to 1 M.R.S.A. §405(6)(C) Discussion of the Acquisition or Condition of Real Property, Councilor Cusick seconded. A roll call vote was conducted: Councilor West – yes; Councilor Cusick – yes; Councilor Berry – yes; Councilor Frey – yes; Councilor Rines – yes; Councilor Greenleaf – yes; Councilor Brown – yes; Mayor Hart – yes. The motion passed 8-0. City Council exited executive session at 6:32 p.m.**

b. Enter into Executive Session pursuant to 1 M.R.S.A. §405(6)(C)-Discussion of the acquisition or condition of real property

**Councilor Greenleaf moved to enter into executive session at 6:32 p.m. pursuant to 1 M.R.S.A.§405(6)(C) Discussion of the Acquisition or Condition of Real Property, Councilor Frey seconded the motion. A roll call vote was conducted: Councilor West – yes; Councilor Cusick – yes; Councilor Berry – yes; Councilor Frey – yes; Councilor Rines –yes; Councilor Greenleaf – yes; Councilor Brown – yes; Mayor Hart – yes. The motion passed 8-0. City Council entered into executive session at 6:32 p.m.**

**Councilor Greenleaf moved to exit executive session at 6:47 p.m. pursuant to 1 M.R.S.A. §405(6)(C) Discussion of the Acquisition or Condition of Real Property, Councilor Frey seconded. A roll call vote was conducted: Councilor West – yes; Councilor Cusick – yes; Councilor Berry – yes; Councilor Frey – yes; Councilor Rines – yes; Councilor Greenleaf – yes; Councilor Brown – yes; Mayor Hart – yes. The motion passed 8-0. City Council exited executive session at 6:47 p.m.**

**8) ADJORN**

**Councilor Brown moved to adjourn at 6:48 p.m., Councilor Greenleaf seconded the motion. A roll call vote was conducted: Councilor West – yes; Councilor Cusick – yes; Councilor Berry – yes; Councilor Frey – yes; Councilor Rines – yes; Councilor Greenleaf – yes; Councilor Brown – yes; Mayor Hart –yes. The motion passed 8-0.**

**City Council adjourned at 6:48 p.m.**

Respectfully Submitted:

Michelle Snowden, Deputy Clerk