

GARDINER CITY COUNCIL MEETING
Wednesday, June 20, 2018
Gardiner City Hall

Mayor Thom Harnett called the regular Council Meeting to order at 6:11 p.m.

Roll Call:

Mayor Thomas Harnett; Councilors Terry Berry, Tim Cusick, Shawn Dolley, Maryann White, Jon Ault, Patricia Hart and Marc Rines. Also present were Interim City Manager Anne Davis and City Clerk Lisa Gilliam.

Consent Agenda:

Executive Session per 1 M.R.S. §405 (6)(A): a discussion regarding the hiring of a City Manager:

Motion by Councilor Berry to per 1 M.R.S. §405 (6)(A), to enter into Executive Session to discuss the search for a City Manager; motion seconded by Councilor Dolley. Motion carried by unanimous vote 8-0.

Executive Session began at 6:01 p.m.

Executive Session ended at 6:05 p.m.

Motion by Councilor Berry to authorize the City to enter into an agreement to hire Christine Landes as the City Manager; motion seconded by Councilor Dolley. A brief discussion followed. Motion carried by unanimous vote 8-0.

Christine Landes spoke briefly thanking the City Council and expressed that she is looking forward to working for the residents of Gardiner.

Mayor Harnett thanked Interim City Manager Anne Davis, the city department heads and staff for all of their hard work this past year while they conducted the hiring process for a new City Manager.

PETITIONS, PUBLIC HEARINGS (Public comment for anything not on agenda):

Mayor Thom Harnett opened the meeting up for public comment.

Billie Ellis spoke briefly about the Special Event "The Wall That Heals" which she is helping to organize through the Christ Church. She gave an update on the arrival of the wall and the events that will be schedule while it's in Gardiner. Billie said they are estimating a total between 10,000 to 15,000 people who will visit "The Wall That Heals" while it's on display at the Gardiner Common.

Hearing no further comment, Mayor Harnett closed the public comment portion of the meeting.

Vote to enter into a Credit Enhancement Agreement with Johnson Hall:

At the 5/16/18 Council meeting, then Economic Development Coordinator Patrick Wright suggested this as a solution to the organization's request for a tax rebate. Johnson Hall previously made a request for the City to help offset unanticipated expenses related to congressional action that forced the non-profit to take action to retain the full value of historic tax credits. Council expressed an interest in supporting, but indicated a preference to offer support through a Credit Enhancement Agreement. Johnson Hall has met with City Staff, and is has submitted the following request for a Credit Enhancement Agreement for a period of eight years. The first three years would be at 100% of increased assessed value, and would be capped at \$19,000 per year for the following five years.

Johnson Hall Director Mike Miclon was present to review this item with the Council and to answer any questions they had. A brief discussion followed.

Minutes approved during 07/18/2018 meeting

Motion by Councilor Hart to support the Johnson Hall redevelopment by instructing the Interim City Manager to enter into the Credit Enhancement Agreement as presented; motion seconded by Councilor White. Motion carried by unanimous vote 8-0.

Waiver request for payment of fees:

The City Code requires payment of fees before licenses and permits can be issued. The City Council can waive or reduce this requirement, upon request, for any nonprofit or civic organization that serves the interests of the City's residents (Title 1 General Provisions Chapter 5 Licenses Section 152 Fees).

A Planning Board site plan review has been requested for 829 Water Street on Tax Map 30 Lot 36, which is the proposal for the Community Dog Park. Code Enforcement Officer Barb Skelton was present to discuss this item with the Council and it was noted that she is in favor of this request.

Motion by Councilor Hart to waive the fee payment of \$250 for the Planning Board site plan review; motion seconded by Councilor Ault. Motion carried by unanimous vote 8-0.

Vote to accept the 2018 dock tie-up fee schedule:

The City Council reviewed a new fee schedule that was less expensive than previous fees. Interim Manager Davis said the Gardiner Parks and Recreation Committee recommends the new fee schedule.

Motion by Councilor Ault to accept the 2018 dock tie-up fee schedule per the new fee schedule document; seconded by Councilor Cusick. Discussion followed. Motion carried by unanimous vote 8-0.

Certification of joining the AARP Network of Age-Friendly States and Communities:

Interim Manager Davis introduced Lori Parham from AARP who spoke briefly about their effort to work with and support municipalities throughout the State of Maine. Ms. Parham said the City of Gardiner is a great place to age in place, grow old and stay. A certificate from the AARP Network of Age-Friendly States and Communities was presented to the City of Gardiner. Mayor Harnett expressed his thanks on behalf of the City Council and the residents of Gardiner. Ms. Parham also noted that the City of Gardiner had been awarded the grant they had applied for.

Kala Ladenheim spoke briefly about getting members of the community involved with AARP. Louis Sigel Said he was thrilled that the City won this grant for the community and for the AARP designation.

No motions were made or necessary.

Public Hearing, First Read and consideration of Land Use Ordinance changes to Historic and Archaeological Resources:

Interim City Manager Davis requested this item be tabled at the recommendation of Code Enforcement Officer Barb Skelton. Motion by Councilor Hart to table this item; motion seconded by Councilor Berry. Motion carried by unanimous vote 8-0. Mayor Harnett said this item would be added to the next City Council Meeting.

Public Hearing, First Read and consideration of Land Use Ordinance changes to Signs

This change was prompted by a request from the Code Enforcement Officer to make the sign regulations more user friendly as part of the ongoing Comprehensive Plan Implementation. On March 26, 2018, the Ordinance Review Committee recommended proposed changes being sent to the Planning Board for review and recommendation to the City Council. After public hearing on May 8, 2018, the Planning Board made some amendments and approved the changes and recommended it be sent to the City Council for review and adoption. The changes include the following: Amend Section 10.24 and 10.25 by deleting the current sections in their entirety and replacing them with new Sections 10.24 Signs and 10.25 Calculation of Sign Area.

Code Enforcement Officer Barb Skelton was present and reviewed this item with the City Council. Mayor Harnett opened the public hearing; with no public discussion, the public hearing was closed.

Motion by Councilor Hart to send the proposed amendments to a second reading on July 18, 2018; motion seconded by Councilor Cusick. A brief discussion followed. Motion carried by unanimous vote 8-0.

Public Hearing to discuss an application being submitted to the State of Maine CDBG program for a 2018 Public Service Grant Application by Common Wealth Poultry:

Interim City Manager Davis reviewed this agenda item with the Council. She said the purpose of the grant application is to receive grant funding for job training as the business grows and becomes more specialized.

Common Wealth Poultry owner Ryan Whittier addressed the Council on the growth of this business and his hopes to expand. A brief discussion followed.

Mayor Harnett opened the public hearing; with no public comment, Mayor Harnett closed the public hearing. It was noted that a list of those in attendance was circulated for signatures.

No motions were made or necessary.

Appointment of an E-911 Committee:

Interim City Manager presented the list of appointments as follows:

Firefighter/Paramedic Eric Davis

Police Chief James Toman

Code Enforcement Officer Barbara Skelton

Library Archivist Dawn Thistle

Community Member Clare Marron

Councilor Marc Rines

This advisory committee's mission will be to identify streets and roads with similar sounding names and make recommendations for name changes to Council after allowing for enough input from the public. They will also seek grant opportunities so that they may help residents clearly define the house number associated with their residency. This committee would also make recommendations to the Ordinance Review Board so they can assure compliance. A brief discussion followed.

Motion by Councilor Berry to appoint the above named community members to the E-911 Committee; motion seconded by Councilor White. Motion carried by unanimous vote 8-0.

Public Hearing and Second/Final Read of FY19 Budget:

Interim City Manager Davis noted this was the final reading of the Fiscal Year 2019 Budget.

Motion by Councilor Patricia Hart to approve the second and final reading of the FY19 TIF Funds, Enterprise Funds and General Fund Budgets and to also authorize the City Manager to enter into any and all contracts necessary to implement these budgets pursuant to the City's purchasing policy; motion seconded by Councilor Ault.

Mayor Harnett opened the public hearing; with no public comment, Mayor Harnett closed the public hearing. Motion carried 8-0.

Consideration of FY19 Tax Due Dates, Setting the Interest Rate & Authorizing the Tax Club Program:

Interim City Manager Davis said this is a routine procedure to set the tax due dates, the interest rate charged to delinquent accounts and to authorize the Tax Club Program. Motion by Councilor Berry to approve the tax due dates of September 17, 2018 and March 15, 2019 with an 8% interest rate on

delinquent accounts and allow residents to participate in the Property Tax Club Payment Plan for FY19, and to also authorize the acceptance of prepayments for taxes not yet committed with 0% interest accrued; motion seconded by Councilor Hart. Motion carried by unanimous vote 8-0.

Consideration of Carryforward Requests:

Each year the City Council is required to formally approve any carryforward request for purchases or projects that were budgeted for but were not yet expended in the current fiscal year. The Finance Director reviews all requests with the department heads and forwards a list to the City Manager; the City Manager then reviews and makes any necessary adjustments. At that point the final list is brought before the City Council for approval. It was noted that some of these funds may be fully or partially spent before year end, and if so the amounts will be adjusted accordingly.

Motion by Councilor Cusick to approve the Interim City Manager's list of recommended carry-forward items from FY18 to FY19; motion seconded by Councilor Ault. Motion carried by unanimous vote 8-0.

Request to Accept Employee Handbook Updates:

Interim City Manager Davis provided the amendments to the City's Employee Handbook. A brief discussion followed. Motion by Councilor Hart to accept the updates to the City of Gardiner Employee Handbook as presented on June 20, 2018; motion seconded by Councilor White. A brief discussion continued. Motion carried by unanimous vote 8-0.

Consideration of Reappointment of the Library Director for a One Year Term:

Following the previous agenda item, it was noted this topic would not be necessary for review by the City Council.

MANAGER'S REPORT:

- There was a large house fire on Deane Street that was contained by the Fire Department. A big thank you to them as well as the Police Department for keeping the scene secure. General Assistance Administrator Robin Plourde has been working with the affected family and assisted them with the fire fund; the family has also received help for the Red Cross. It was noted that donations are always accepted for the City's Fire Fund, as the funds are currently getting low; Mayor Harnett also said donations could be made to the United Way.
- There were a few Town Meetings this week that were attended by the Fire Chief and Interim City Manager. The services for the Ambulance and Library were voted to continue by the residents in these neighboring communities.
- The River Festival will be this weekend. The Library Book Sale also be held this weekend.
- The ice cream vendors through the high school have set up their gazebo at the Gardiner Waterfront.
- The Planning board schedule during the month of July is busy with discussions of subdivisions. This will possibly include a building from Maine General. Black Diamond will be building at Libby Hill and Troiano is going to be developing in Libby Hill as well.
- The Dog Park is progressing quickly.
- Omnibus will be next Wednesday.

CITY COUNCIL UPDATE:

- Councilor Berry – Said at what a great job the City Fire Department has done especially with mutual aid.
- Councilor Cusick – Happy to hear about the new developments in the business park. Some of the roads are still in rough shape and need to be addressed; he has heard a lot of complaints from residents about the road conditions. Thanks to Police, Fire and Public Works for all they do.
- Councilor Dolley – Welcome and congratulations to the new City Manager.
- Councilor Rines – Thanks to all involved in the process of hiring the new City Manager. He also said he is looking forward to the arrival of The Wall That Heals.

- Councilor White – Kudos to Public Safety for the wonderful work they do. River Fest is this Saturday. Tuesday is the Great Race with antique cars coming through town. She also addressed concerns from residents about cars speeding on Harrison Avenue.
- Councilor Ault – Exciting to have all of the activities and special events going on in Gardiner. The fires in Gardiner are sadly becoming a common occurrence. Thanks to the Fire Department who help protect our community and the level of service they provide. River Fest is Saturday; he will be a judge for the talent show. Asked for a follow up on the Central Street home that is abandoned and has issues with animals taking up residence there; Interim City Manager stated this would be on an upcoming agenda to review dangerous buildings.
- Councilor Hart – She said the fox is definitely in the neighborhood of Central Street. She said she was pleased to have the budget passed, to see the grants that have been awarded to the City, the numerous events that are being held in the City this summer and to welcome a new City Manager.
- Mayor Harnett – Noted that a lot had been accomplished in the City these past few months and also noted the numerous special events that will be taking place during the summer months. These events will bring in a lot of visitors to the City. Also a big thank you to the volunteers that help with these events and do an amazing job. Extended a big welcome Christine Landes as the newly hired City Manager.

ADJOURN:

Motion by Councilor Ault to adjourn; motion seconded by Councilor Berry. Motion carried by unanimous vote 8-0.

Meeting adjourned at 7:45 p.m.

Respectfully submitted by,
Lisa Gilliam, City Clerk