



**GARDINER CITY COUNCIL
AGENDA ITEM INFORMATION SHEET**



Meeting Date	02/03/2021	Department	City Council
Agenda Item	4.g Consider Endorsement of an Interlocal Agreement with the Town of Farmingdale		
Est. Cost	n/a		

Background Information

At a previous meeting the City Manager mentioned the possibility of entering into an interlocal agreement with the Town of Farmingdale to provide services should either office be unavailable for multiple days.

Services to be provided include (but not limited to):

- * vehicle registrations (include collecting excise)
- * boat registrations
- * snowmobile registrations
- *ATV registrations

This agreement would help to cover the front office of both municipalities if for some reason either one is shut down. This agreement, once approved, will be sent to the appropriate state agencies to acknowledge our approval for such work to be completed.

The Farmingdale Selectboard already approved such an agreement on their end.

Requested Action	'I move to enter into an Interlocal Agreement with the Town of Farmingdale to provide services should either office be unavailable for multiple consecutive days.'
City Manager and/or Finance Review	The City Manager recommends the above action.
Council Vote/ Action Taken	
Departmental Follow-Up	

City Clerk Use Only	1 st Reading _____	Advertised _____	EFFECTIVE DATE _____
	2 nd Reading _____	Advertised _____ w/in 15 Days	
	Final to Dept _____	Updated Book _____	Online _____

Interlocal Agreement

between the City of Gardiner and the Town of Farmingdale
for the provision of City/Town Clerk services

Responding to a request from the City of Gardiner's City Manager and City Council, the City of Gardiner's City Council and the Town of Farmingdale's Selectmen unanimously approved providing the services listed below when either offices' personnel are unavailable for multiple consecutive days thus necessitating the closure of Gardiner City Hall or the Farmingdale Town Office. Both municipalities agree to provide a day's notice prior to needing the opposite municipality's services.

Services to be provided include (but not limited to):

- Vehicle registrations (include collecting excise)
- Boat registrations
- Snowmobile registrations
- ATV registrations

Services will be rendered during the providing office normal business hours.

To provide an accurate accounting, municipal residents will be required to write separate checks to the City of Gardiner and the Town of Farmingdale as appropriate in each transaction. Credit card and cash transactions will not be accepted. Each municipality agrees to forward such checks within ten days.

This agreement will remain in effect until terminated by either municipality's Council/Board of Selectmen or revised by agreement of both.

Date: _____

Christine M. Landes, Gardiner City Manager

Witness

Mayor Patricia Hart, Gardiner City Council

Witness

Doug Ebert, Chair of Board of Selectmen

Witness