



GARDINER CITY COUNCIL
AGENDA ITEM INFORMATION SHEET



Meeting Date	02/05/2020	Department	City Council
Agenda Item	4.10 Approve Minutes of January 22, 2020		
Est. Cost	n/a		

Background Information	Attached are the minutes from the January 22, 2020 meeting.		

Requested Action	'I move to approve the minutes of January 22, 2020 as presented.'
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 _____

Mayor Hart called the meeting to order at 6:03pm.

1. ROLL CALL & PLEDGE OF ALLEGIANCE

Patricia Hart, Mayor at large; Councilors: Terry Berry, District 1; Colin Frey, District 3; Maryann White, At large; Jon Ault, At large; Tim Cusick, At large; Amy Rees, District 2; Marc Rines, District 4

Also in attendance: City Manager, Christine Landes; City Clerk, Kelly Gooldrup; Public Works Director, Tony LaPlante; Economic Development Director, Tracey Desjardins; Finance Director; Denise Brown, City Librarian; Anne Davis, Fire Chief; Al Nelson, Waste Water Director; Doug Clark, Roland Kennerson, Brandi Kennerson, Dan Marks, Hank Farrah, Jessica Lowell, Maryann Johnson,

2. PUBLIC COMMENT (anything not on the Agenda)

Mayor Hart asked for any comment from the public. Hearing none, we will move on to the next item on the agenda.

3. PETITIONS/PUBLIC HEARINGS

None

4. NEW BUSINESS

1. Audit Presentation from Runyon, Kersteen, Ouelette (RKO)

Hank Farrah from Runyon, Kersteen, Ouelette gave audit presentation to the City Council. Denise Brown was also present to help facilitate the conversation.

Councilor Rees moved to accept the FY19 Audit Report from Runyon, Kersteen, Ouelette. Councilor Berry seconded.

Mayor Hart asked for any discussion. Seeing none. All those in favor. Unanimous

2. Presentation from Ingrid Stanchfield of the Boys and Girls Club of Kennebec County

This agenda item was postponed at the request of Ingrid Stanchfield.

3. Presentation from Hoyle Tanner/Major Equipment Upgrade at WWTP/Process and Electrical Equipment Upgrade

Dan Marks from Hoyle Tanner Associates gave a brief update on the planned upgrade at the WWTP. They have issued a preliminary opinion of cost and time schedule for the project. The estimate does not include financing costs. The Wastewater Advisory Committee will meet to review and vote on acceptance of the project.

4. Discussion Surrounding the Repair of Brunswick Avenue Retaining Wall and Entering into a Maine Partner Initiative (MPI) to Mill and Fill Brunswick Avenue in Partnership with the MeDOT

The City Council was asked to work with the MeDOT to cost share the replacement of the retaining wall that is failing near the bottom of Brunswick Ave. Preliminary cost estimate for the project is \$150,000 (cost for the city: \$75,000).

At the same time, it would be prudent to extend the MPI to include a mill and fill project on Brunswick Ave. from the top of the hill near the Common, down Bridge St., to approximately Spring St. Preliminary estimated cost for the project is \$200,000 (cost for the city: \$100,000). FY21 will conclude the remainder of the Highland Avenue bond that includes an annual payment of about \$70,000+. If this project is sent to bond in November of 2020 (FY21), with a first payment due in FY22 (November of 2021), the Public Works budget will see a decrease in annual payments of about \$10,000.00 for three years. This is estimating an interest rate of 3.25%.

Public Works Director LaPlante was present to provide details on the project. There was discussion between the Council, City Manager Landes and Public Works Director LaPlante.

Councilor Berry expressed concerns about the City paying for the retaining wall if it is the property of the State of Maine. Other Councilors shared Councilor Berry's concern but felt it needed repair immediately, not when MeDOT stated it might go on the project agenda in 2023-2024.

Councilor Ault moved to enter into a new MPI agreement with the MeDOT to cost share the replacement of the retaining wall on Brunswick Avenue.
Councilor Cusick seconded.

After brief discussion,
Councilor Ault amended the motion to read as follows:

Councilor Ault moved to enter into a new MPI agreement with the MeDOT to cost share the replacement of the retaining wall on Brunswick Avenue. For the approximate cost of \$75,000. This project will be funded by a bond for FY22-24.
Councilor Cusick seconded.
Mayor Hart asked all those in favor. 7-1. Councilor Berry opposed.

Councilor Ault moved to enter into a new MPI agreement with the MeDOT to cost share the mill and fill the adjacent area from the Common to approximately Spring Street. For the approximate cost of \$100,000. This project will be funded by a bond for FY22-24.
Councilor Cusick seconded.
Mayor Hart asked all those in favor. Unanimous.

5. Acceptance of Criminal Forfeiture Funds from District Attorney, In Rem

The Office of the District Attorney asks that the City Council be informed of criminal forfeiture funds that may be available, in rem, to the city. Currently the City Council was asked to approve the acceptance of \$1,170.50 or such amount ordered by the court.

Councilor Berry moved to accept criminal forfeiture funds pursuant to 15 M.R.S.A. § 5824(3) and § 5826(6) in the amount of \$1,170.50, or such amount ordered by the court, in rem, on the grounds that the Gardiner Police Department did make a substantial contribution to the investigation of this or a related criminal case.

Councilor Frey seconded.

Mayor Hart asked for any discussion. Seeing none. All those in favor. Unanimous

6. Discussion Surrounding Surplus Property Policy

In August of 2019, the City Council approved a list of property to be disposed of that the city no longer used, was out of service, obsolete, or deemed not usable. In December of 2019, the City Council asked for a review of such policy following a discussion of how this disposal was handled. As promised, the City Manager did follow-up with a memorandum after that meeting. This is a proposal to amend The Policy on Disposition of Tax Acquired Property (TAP) & Other City Property. Amended are sections:

7.1.B. Adding the words: from the City Manager

7.1.E. Adding a new section: E. The City Manager shall have the final say on the estimated dollar value of such property, however, all equipment or materials disposed under this policy shall be advertised in the most economically feasible way for the city. i.e. social media, website, bulletin board, etc.

Councilor Ault moved to accept the proposed amendments to the Policy on Disposition of Tax Acquired Property (TAP) & Other City Property.

Councilor White seconded.

Mayor Hart asked for any discussion. Seeing none. All those in favor. Unanimous

7. The Blind Pig Tavern Request for Use of Park During Winter Months

The Blind Pig Tavern has requested and been granted a sidewalk cafe permit allowing use of the park during the winter months to add six Adirondack chairs and a small propane fireplace in the outside area. They have stated they would maintain the area and keep it clean and free of snow. (See attached email however; the City Council does not need to address this matter as it's allowed per code.) However, their current outside consumption permit specifies summer months. They would like to extend it to be year-round. The City Council was asked to extend this permit to a year-round basis.

Brandi Kennerson, co-owner of The Blind Pig Tavern was present for questions.

Councilor Cusick moved to extend the outside consumption permit for The Blind Pig Tavern to year-round.

Councilor Berry seconded.

Mayor Hart asked for any discussion. Seeing none. All those in favor. Unanimous

8. Review and Possibly Approve Community Enterprise Program Letter of Intent for Façade and Streetscape Grant

The Maine Community Development Block Grant - Community Enterprise (Business Facade Grants & Eligible Streetscape projects) will continue to assist Gardiner businesses with exterior improvements. Gardiner last received this grant in 2016, which then assisted downtown businesses to update their facades. This grant was in the amount of \$155,797.50. Those businesses who participated in the facade grant program contributed \$165,275 of private funds towards their projects with a total amount of \$321,072.50 of new investment downtown. The Letter of Intent to Apply for the \$100,000 grant is due January 31, 2020 with a 25% match (\$25,000) either from the city and/or businesses receiving the grant. This grant is open to all Gardiner businesses who meet the criteria of blight.

Tracey Desjardins, EDD, gave a brief overview of the grant request.

Councilor Cusick moved to approve submitting the Letter of Intent to Apply for a 2020 Community Enterprise Grant through the State of Maine Community Development Block Grant Program.

Councilor Rees seconded.

Mayor Hart asked for any discussion. Seeing none. All those in favor. Unanimous

9. Council Consideration of a Proposed Road Name/Camdens Lane

Code Enforcement Officer McNeill received a request to name a private road off from Stonewall Lane.

According to Chapter 10 of the 911-Enhanced section of the City of Gardiner Code: “all public or private roads serving two or more addresses shall be named.” The request complies with the criteria that “no two roads shall be given the same or similar-sounding (e.g. Beech and Peach, Pine Road and Pine Lane) names. Currently there are no other roads in the City of Gardiner with a similar name.

The Map and Lot is 016 006.

Councilor Ault moved to approve the name of a private road, located off the current Stonewall Lane, as Camdens Lane.

Councilor Berry seconded.

Mayor Hart asked for any discussion. Seeing none. All those in favor. Unanimous

10. Consider the Appointment(s) of Multiple Applicants to Various Boards and Committees

Councilor Rees moved to advise and consent to the Mayor the appointments of Nate Rudy to the Board of Appeals, Tom Reeves to the Cobbossee Corridor Trail Committee, and Deborah Felder to the Historic Preservation Commission.

Councilor Rines seconded.

Mayor Hart asked for any discussion. Seeing none. All those in favor. Unanimous

11. Accept Minutes of January 8, 2020

Councilor Rees asked for a correction to agenda item #7. The addition of: Councilor Rees asked how many lots had been sold in the past year. City Manager Landes replied none had.

Councilor White moved to approve the minutes of January 08, 2020 with the change.

Councilor Cusick seconded.

Mayor Hart asked for any discussion. Seeing none. All those in favor. Unanimous

• **CITY MANAGER REPORT**

- Reminder: New Councilor Orientation will be on Wednesday, January 29, 2020 beginning at 9:00am at City Hall
- Reminder: Goal Setting Session in the Hazard Room at the Library on February 1, 2020 at 8:45am with breakfast

• **CITY COUNCIL REPORT**

Councilor Ault

- All set

Councilor Cusick

- Asked Chief Nelson when the new ambulances will arrive.
- Nelson responded one should be ready the first week of February and one should be ready the second week of February.
- Gave a shout out to Public Works for keeping up with the weather last week

Councilor White

- Kudos to Finance Director Brown for another successful audit and thanks for the update Hank Farrah
- Kudos to Public Works for keeping us safe within the City

Councilor Berry

- Asking if the new bridge spanning across Cobbossee Stream could be named.
- Chief Nelson agreed with Councilor Berry and stated that back in 1892 after the great fire, the bridge was referred to as First Mile Bridge. Would it be possible to go back and name it what it once was?

Councilor Rees

- We are lucky to have such high quality City employees. CEO McNeill was very respectful to a citizen recently during an issue.

Councilor Frey

- All set

Councilor Rines

- All set

Mayor Hart

- Kudos to the comments about the snow removal and employees keeping our City running

- Took a minute to celebrate Zardus School Massage and Central Maine Pyro Technics as they will be honored Friday, January 24, 2020 by the Kennebec Valley Chamber of Commerce

- **EXECUTIVE SESSION**

- Pursuant to M.R.S.A § 405 (6)(E): Economic Development

Councilor Berry moved to enter into executive session pursuant to M.R.S.A § 405 (6)(E): Economic Development.

Councilor Rines seconded.

Mayor Hart asked for any discussion. Seeing none. All those in favor. Unanimous. 7:58pm.

Councilor Rees moved to exit out of executive session pursuant to M.R.S.A § 405 (6)(E): Economic Development.

Councilor White seconded.

Mayor Hart asked for any discussion. Seeing none. All those in favor. Unanimous. 8:46pm.

Councilor Rees moved to instruct the Economic Development Director and City Attorney to make a proposal as described in Executive Session and present it to the developer.

Councilor White seconded.

Mayor Hart asked for any discussion. Seeing none. All those in favor. Unanimous

- **ADJOURN**

Councilor Ault moved to adjourn.

Councilor Cusick seconded.

Mayor Hart asked for any discussion. Seeing none. All those in favor. Unanimous 8:48pm.

(Draft minutes until the February 05, 2020 Council Meeting)