



**GARDINER CITY COUNCIL  
AGENDA ITEM INFORMATION SHEET**



<b>Meeting Date</b>	12/07/2022	<b>Department</b>	City Council
<b>Agenda Item</b>	4.a Agenda Item-Approval of Council Minutes for November 16, 2022		
<b>Est. Cost</b>			

<b>Background Information</b>	See the enclosed draft minutes

<b>Requested Action</b>	I move to approve the minutes of the November 16, 2022 regular meeting of the City Council.
<b>City Manager and/or Finance Review</b>	City Manager Approves this action
<b>Council Vote/ Action Taken</b>	
<b>Departmental Follow-Up</b>	

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



**COUNCIL MEETING MINUTES**  
**GARDINER CITY COUNCIL**  
**WEDNESDAY, November 16, 2022**  
**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: Mayor Hart, Councilor Berry, Councilor Brown, Councilor Cusick, Councilor Greenleaf, and Councilor West

City Council Present via teleconference:

City Council Absent: Councilor Frey, Councilor Rines

Also present: City Manager Andrew Carlton, Deputy Clerk Michelle Snowden; John Cameron, Public Works Foreman; Denise Brown, Finance Director; Doug Clark, Wastewater Director; James Toman, Police Chief; Justin Hoenke, Library Director; Jessica Lowell, Kennebec Journal; Stephen LaPointe; Fred & Diane Thompson; Kirk Mohney; Barbara Estabrook; Chad Kempton; Steven Webber; Jeremy Bullock; Annie Cough

**2) PUBLIC COMMENT**

None

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

None

**4) NEW BUSINESS**

**a) Mayoral Proclamation of Katie Schide Day in Gardiner**

Mayor Hart read proclamation for world class athlete and Gardiner High School alumni Katie Schide. Miss Schide will be in town participating in the Gardiner Rotary Turkey Trot.

**Councilor Greenleaf moved to adopt the Mayoral Proclamation of Katie Schide Day, Councilor Brown seconded. All in favor.**

**b) Meet & Greet with new Water District Superintendent and update from the Gardiner Water District**

City Manager Carlton introduced Zach Lovely as the new Gardiner Water District superintendent. Zach also serves as the Hallowell District superintendent. Councilor Berry mentioned the possibility of merging the Gardiner and Hallowell districts, to which Zach stated

that they are working within the contract agreements in place at this point, but he does see some benefits to merging and perhaps it will be on the table again at a later point.

**c) Approval of November 2, 2022 Council Minutes**

**Councilor Cusick made a motion to approve the November 2, 2022 minutes, seconded by Councilor West. All in favor.**

**d) Approval of Large Event for Gardiner Rotary – Turkey Trot 5K, November 19, 2022**

**Councilor Greenleaf moved to approve the Gardiner Rotary request for a large event, the Turkey Trot 5K, seconded by Councilor Brown.**

The motion passed with thanks to the organizer, Gardiner Rotary.

**e) Presentation from Fred Thompson regarding Wreaths Across America**

Fred Thompson spoke about the Wreaths Across America program which places fresh balsam fir wreaths on veterans graves. The Gardiner Area Group will place approximately 800 wreaths in each of the Gardiner cemeteries. A ceremony will take place at 10:00 a.m. on Saturday, December 17 at Oak Grove Cemetery. Volunteers are welcome to help lay wreaths.

**f) Discussion regarding a request from the Quimby Trust and Gardiner Youth Football to install a permanent light pole at Quimby Field for the 2023 Football Season**

Coaches of Gardiner Youth Football would like to request a permanent light pole at Quimby Field (which is owned by the City) for the season. Coutts Brothers are willing to donate time and materials to install a distribution pole, there would be an array of three 200 watt LED flood lights run off a 30 amp breaker. The pole placement would be in the tree line of the larger field. They have been using a construction grade light that costs the program approximately \$1000 for a six week season.

Discussion continued with public input about potential noise pollution, traffic / parking, field availability, etc.

Mayor Hart clarified that this agenda item is strictly fact-finding, and no action will be taken.

She also requested that Gardiner Youth Football submit their proposal (with photos) in writing to City Council.

**g) Advise and Consent to establish the position of Assistant Public Works Director**

Manager Carlton introduced the idea of creating an Assistant Public Works Director position and promote from within. He will continue to serve as the Public Works Director and work alongside with the named Assistant to keep the department running smoothly throughout the winter season, while training. This would not be a union position. Public Works currently has eight employees (including Buildings & Grounds).

**Councilor Greenleaf moved to establish an Assistant Public Works Director position, seconded by Councilor Brown. All in favor.**

**h) Department Head Reports**

Councilor Greenleaf thanked all departments for sharing reports, they are very helpful.

5) **CITY MANAGER REPORT**

- Manager Carlton thanked City staff on a well-run election. Gardiner had 73% voter turnout.
- Public Works had an employee return to employment, John Zack began on Monday. This fills out staffing for plow routes.
- Highland Avenue work is in progress and should be finished soon, it was worse than initially thought.
- The Buildings and Grounds department did a phenomenal job treating roadways and sidewalks on the first snowfall of the season.
- The public meeting for the Gardiner LLC transfer station project will be held at City Hall.
- The Facility Committee kick-off meeting is scheduled for November 30, 2:00 p.m. at City Hall. This will be public meeting.
- City Manager Carlton thanked Chief Toman and his staff for how they handled the threat at Gardiner Area High School. The response time and level of professionalism was unparalleled.

6) **CITY COUNCIL REPORT**

- Councilor West shared his thanks to the City's first responders for how the GAHS threat was handled.
- Councilor Cusick wanted to share how proud he his as a City Councilor to hear how well our City employees handle serious events like this (terrorism threat) and he commended MSAD11 staff for how they handled the situation and for keeping our children safe.
- Councilor Berry echoed the sentiments about Gardiner first responders and thanked all those involved.
- Councilor Greenleaf also thanked everyone for the quick response on Tuesday.
- Councilor Brown shared kudos to all responders and staff. Community members are commenting on how well the City is running and handling issues / concerns.
- Mayor Hart congratulated the councilors who were elected, Councilor Brown, Councilor Cusick, Councilor Greenleaf, and Councilor West.
- Mayor Hart mentioned that she has received calls from parents asking if there will be school resource officers, and she has talked to Chief Toman. It is the intent to return SRO's to the schools once the department is fully staffed.
- Mayor encouraged everyone to attend the various holiday events being held around the City within the next few weeks.

7) **ADJOURN**

Councilor Greenleaf moved to adjourn, Councilor Cuscik seconded. All those in favor. The meeting was adjourned at 7:17 p.m.

Respectfully submitted,

*Michelle Snowden*

Michelle Snowden  
Deputy City Clerk