



**GARDINER CITY COUNCIL
AGENDA ITEM INFORMATION SHEET**



Meeting Date	04/03/2024	Department	City Clerk
Agenda Item	4a. Approval of Council Minutes		
Est. Cost			

Background Information	<p>Please see the attached minutes from the March 20, 2024 meeting of the Gardiner City Council</p>
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Requested Action	"I move to approve the minutes from the March 20, 2024 regular meeting of the Gardiner City Council"
City Manager and/or Finance Review	
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 _____



**COUNCIL MEETING MINUTES
GARDINER CITY COUNCIL
WEDNESDAY, March 20, 2024**

1. ROLL CALL / PLEDGE OF ALLEGIANCE:

City Council Present: Mayor Hart, Councilor Grant, Councilor Brown, Councilor Babcock, Councilor Dolley, Councilor Berry.

Councilors not present: Councilor Greenleaf, Councilor Cusick.

City Employees Present: Andrew Carlton- City Manager, Hailee Lovely- Deputy City Clerk, Tod Pilsbury- Chief of Police, John Cameron- Public Works Director, Kris McNeill- Code Enforcement Officer, Denise Brown- Finance Director, Rick Sieberg- Fire Chief, Melissa Lindley- Economic Development Director, Dawn Thistle- Library Director.

Others Present: Erin Bingham, Cristina Salois, Eric McMaster.

2. PUBLIC COMMENT (anything not on the Agenda): There were no comments.

3. PETITIONS / PUBLIC HEARINGS PETITIONS / PUBLIC HEARINGS:

- a. Public Hearing regarding a Medical Cultivation License Renewal for Tru Blooms
Mayor Hart opened the public hearing at 6:06pm. There being no comment she closed it at 6:06pm.
- b. Public Hearing Regarding an Adult Use Manufacturing License Renewal for the Choclit Factory
Mayor Hart opened the public hearing at 6:06pm. There being no comment she closed it at 6:07pm.
- c. Public Hearing regarding a Liquor License renewal for the Gardiner Elks Club
Mayor Hart opened the public hearing at 6:07pm. There being no comment she closed it at 6:07pm.
- d. Public Hearing regarding a Liquor License renewal for The Depot
Mayor Hart opened the public hearing at 6:07pm. There being no comment she closed it at 6:07pm.
- e. Public Hearing regarding a Liquor License and Outdoor consumption permit renewal for The Blind Pig
Mayor Hart opened the public hearing at 6:08pm. There being no comment she closed it at 6:08pm.

4. NEW BUSINESS:

- a. Approval of Council minutes from March 6, 2024
Action: Councilor Brown moved to approve the City Council meeting minutes from March 6, 2024. Councilor Babcock seconded the motion. No further discussion. Unanimously approved.
- b. Approval of a Medical Cultivation License Renewal for Tru Blooms
Action: Councilor Berry moved to approve the Medical Cultivation License Renewal for Tru Blooms. Councilor Brown seconded the motion. No further discussion. Unanimously approved.

- c. Approval of an Adult Use Manufacturing License Renewal for Choclit Factory
Action: Councilor Grant moved to approve an Adult Use Manufacturing License Renewal for Choclit Factory. Councilor Babcock seconded the motion. No further discussion. Unanimously approved.
- d. Approval of a Liquor License renewal for the Gardiner Elks Club
Action: Councilor Babcock moved to approve a Liquor License renewal for the Gardiner Elks Club. Councilor Brown seconded the motion. No further discussion. Unanimously approved.
- e. Approval of a Liquor License renewal for The Depot
Action: Councilor Dolley moved to approve a Liquor License renewal for The Depot. Councilor Babcock seconded the motion. No further discussion. Unanimously approved.
- f. Approval of a Liquor License and Outdoor Consumption Permit renewal for the The Blind Pig
Action: Councilor Grant moved to approve a Liquor License and Outdoor Consumption Permit renewal for the Blind Pig. Councilor Brown seconded the motion. No further discussion. Unanimously approved.
- g. Approval of a Victualers License Renewal for The Blind Pig
Action: Councilor Grant moved to approve a Victualers license renewal for The Blind Pig. Councilor Babcock seconded the motion. No further discussion. Unanimously approved.
- h. Approval of a Special Amusement Permit for The Blind Pig
Action: Councilor Brown moved to approve a Special Amusement Permit for The Blind Pig. Councilor Babcock seconded the motion. No further discussion. Unanimously approved.
- i. Approval of a Victualers License for Johnson Hall
Action: Councilor Berry moved to approve a Victualers License for Johnson Hall. Councilor Grant seconded the motion. No further discussion. Unanimously approved.
- j. Approval of a Victualers License renewal for Hannaford
Action: Councilor Grant moved to approve a Victualers license renewal for Hannaford. Councilor Babcock seconded the motion. No further discussion. Unanimously approved.
- k. Presentation from KVCAP
Erin Binghamlib gave a presentation from KVCAP. Please see the meeting video on the city's website.
- l. Approval of a Lease Extension for the Southern Kennebec Child Development Corporation
Chistina Salois spoke on SKCDC and the benefits of this program. SKCDC supports 230 children and their families. They must apply and get approved.
Action: Councilor Grant moved to approve a Lease Extension for the SKCDC (Southern Kennebec Child Development Corporation). Councilor Babcock seconded the motion. No further discussion. Unanimously approved.
- ~~m. Advise and Consent for an application for a CDBG Grant for Dearborn Park
This item was struck.~~

- n. Discussion and possible action of an MOA with Mastway Holdings
Melissa Lindley- Economic Development Director gave an overview on this (please see the attached memo)

Action: Councilor Brown moved to approve an MOA with Mastway Holdings regarding a potential development on 1 Summer St. Councilor Grant seconded the motion. No further discussion. Unanimously approved.

5. DEPARTMENT HEAD REPORTS

Mayor Hart thanks the Department heads for their reports.

6. CITY MANAGER REPORT

Please see attached memo and budget timeline.

7. COUNCIL REPORT/COMMITTEE UPDATES

Mayor Hart: Two ribbon cuttings coming up, Johnson Hall and Hannaford. Fantastic thanks to the community at Johnson Hall last weekend. Their first performance is on Tuesday March 26, 2024. Solid Waste and Recycling Survey is out. Looking forward to budget season.

Councilor Brown: Thank you to City staff, it has been great to work with you this week.

Councilor Berry: Nothing to report.

Councilor Babcock: Nothing to report.

Councilor Dolley: Nothing to report.

Councilor Grant: Do we still have a cutter for brown tail moths, people can borrow? We have four 12-foot pole cutters located at the library. The Downtown sidewalk committee met and are making good progress.

8. EXECUTIVE SESSION:

Councilor Berry left the meeting at 7:02pm

Action: Councilor Grant moved to enter into executive session at 7:04 pm. Councilor Babcock seconded the motion. No further discussion. Councilor

- a. ~~Enter into Executive Session Pursuant to 1 M.R.S.A. 406(6)(D) Labor Negotiations with the General Unit~~
- b. Enter into Executive Session Pursuant to 1 M.R.S.A. 405(6)(C)-Acquisition or Disposition of Real Property

9. ADJOURN

Action: Councilor Babcock moved to adjourn the meeting at 7:15pm. Councilor Brown seconded the motion. No further discussion. Unanimously approved.



March 20, 2024

Re: Memo to Gardiner City Councilors regarding Fiscal Year 2025 Budget Timeline

Dear City Councilors and Mayor Hart,

Please see the following budget timeline for the Fiscal Year 2025 City of Gardiner Budget

March 21, 2024-Budget Committee Meeting 11:00am-1:00pm

April 4, 2024-Budget Committee Meeting

April 11, 2024- Budget Committee Meeting

April 17, 2024- FY25 Budget Overview, Councilors receive budget books

May 1, 2024-General Government, Technology, Police Department, Economic Development, Community/Social Services

May 15, 2024-Fire Department, Ambulance Enterprise Account, Waste Water Enterprise Account, TIF Budgets

May 22, 2024-Public Works, Buildings and Grounds, Library (Budget Workshop)

*May 29, 2024-If Necessary (Budget Workshop)

June 5, 2024-Public Hearing and First Read of the FY25 Budget

June 12, 2024-Public Hearing and Second Read of the FY25 Budget

Denotes "If Necessary"

Please note I am asking to add a budget workshop on May 22, 2024 and potentially May 29, 2024.

Respectfully Submitted,

Andrew R. Carlton



March 20, 2024

Re: Memo to Gardiner City Councilors regarding agenda questions

Dear City Councilors and Mayor Hart,

Please see the following questions I received from City Councilors regarding items on the agenda for March 20, 2024.

1. What exactly does SKCDC do at the building at 721 River Avenue in South Gardiner?
 - a. The South Gardiner location houses one of our Early Head Start classrooms, it houses the offices for our Home Visitors, as well as a teacher training space. The classroom serves eight children, and the home visitors have the capacity to serve 24 families. Head Start and Early Head Start programs provide free learning and development services to children ages birth to 5 from low-income families. Head Start programs operate locally to help young children from low-income families prepare to succeed in school, promoting children's development through early learning, health, and family well-being.
To achieve this, Head Start programs deliver services to children and families in core areas of early learning, health, and family well-being while engaging parents as partners every step of the way.
2. How many of the students served are from Gardiner?
 - a. 45% of the children served are from Gardiner with other families from Gardiner, West Gardiner, Farmingdale, and Whitefield. Across all SKCDC facilities 20 families from Gardiner are being served. SKCDC has served families in the S Gardiner location for many years. As part of their lease arrangement, SKCDC maintains the facility. Recent improvements include a furnace replacement and a new playground. Some other items to be aware of that SKCDC has done to support families in Gardiner:
 - i. On March 7, 2024 SKCDC coordinated a pop-up food event which distributed 10,000 pounds of food to local families and food pantries. This was in response to the need families articulated for food access created when the local Hannaford needed to close temporarily. Partners included SKCDC, Food For Thought, Chrysalis Place, The Good Shapard Food Bank and Student volunteers from Gardiner Area High School
 - ii. On March 15, 2024 SKCDC provided a dental clinic at our Plummer St. Head Start location. This provided enrolled families access to dental care using a virtual dental home model.

Respectfully Submitted,

Andrew R. Carlton

Attachments: Early Childhood Document



Early Childhood Education Programs 2023-2024

AUGUSTA

Magic Years

25 Industrial Drive
(207) 621-6397, (207) 621-6398

Program Options offered:

Center based Head Start, Early Head Start and Child Care

Four classrooms

- Two preschool classrooms providing Head Start and private and subsidized childcare for children ages 3-5.
- Two infant/toddler classrooms providing Early Head Start and private and subsidized child care for children ages 6 weeks to 3 years old.
- 7:00am – 5:00pm, 50 weeks per year.
- Fee for childcare based on subsidy guidelines or private rate.

Webster Center

34 Franklin Street
626-3418, 626-3474

Program Options offered:

Center based Head Start

Three Head Start classrooms

- One classroom providing part day Head Start for children ages 3-5; 4 hours per day, 5 days per week 32 weeks per year.
- One classroom providing extended day Head Start for children 3-5; 6.5 hours per day, 5 days per week, 32 weeks per year.
- One classroom providing Head Start for children ages 3-5; 8 hours per day, 5 days per week, 48 weeks per year.
- No fee for services.

GARDINER

Gardiner Center

12 Plummer St.
(207) 582-7858, (207) 582-2565

Program Option offered:

Center based Head Start, Early Head Start and Child Care
Home Based Socialization location

Three classrooms

- One classroom providing part day Head Start for children ages 3-5; 4 hours per day, 5 days per week, 32 weeks per year.
- One classroom providing Head Start and private and subsidized childcare for children ages 3-5; 10 hours per day, 5 days per week, 50 weeks per year.
- One classroom providing Early Head Start and subsidized childcare for children ages 6 weeks to 3 years old; 10 hours per day, 5 days per week, 50 weeks per year.
- No fee for Head Start services.
- Fee for childcare based on subsidy guidelines or private rate.

South Gardiner Center

721 River Road
(207) 582-3264, (207) 582-8684

Program Options offered:

Center based Early Head Start

- One infant/toddler classroom providing Early Head Start for children ages 6 weeks to 3 years old; 6 hours per day, 5 days per week, 48 weeks per year.

Home based Head Start and Early Head Start

- Providing 1.5 hours weekly home visits with families year-round throughout southern Kennebec County.
- 2 Family Discovery Days monthly for children and families (socializations).
- Expectant parent home visiting program.
 - Providing prenatal home visiting services for expectant families who are planning to enroll their newborn children in either center based or home based Early Head Start program options.
 - No fee for services

CHINA

Lake Region Center

165 Lakeview Drive
(207) 445-4004

Program Option offered:

Center based Head Start

- One classroom providing part day Head Start for children ages 3-5; 4 hours per day, 5 days per week, 32 weeks per year.
- No fee for services.

Regional School Unit 12 Preschool Partnership

Chelsea Elementary School

566 Togus Road
(207) 582-2214

Program Option offered:

Center based Head Start in collaboration with a public school prekindergarten program.
Two collaborative classrooms providing services for four-year-old Pre K children.

- 6 hours per day, 5 days per week, operating during the public school year.
- No fee for services.

Somerville Elementary School

665 Patricktown Rd.
(207) 549-3261

Program Option offered:

Center based Head Start in collaboration with a public school prekindergarten program.
Two collaborative classrooms providing services for four-year-old Pre K children.

- 6 hours per day, 5 days per week, operating during the public school year.
- No fee for services.

MONMOUTH

Monmouth Preschool Partnership

Monmouth Memorial School
169 Academy Road
(207) 933-4426

Program Option offered:

Center based Head Start in collaboration with a public school prekindergarten program.
Collaborative classroom providing services for four-year-old Pre K children.

- 3.5 hours per day, 5 days per week, operating during the public school year.
- No fee for services.

WINTHROP

Winthrop Preschool Partnership

Winthrop Grade School
23 Highland Avenue
(207) 377-2241

Program Option offered:

Center based Head Start in collaboration with a public school prekindergarten program.
Two collaborative classrooms, providing services for four-year-old Pre K children.

- 3.5 hours per day, 4 days per week, operating during the public school year.
- No fee for services.



For Immediate Release

March 20, 2024

Hannaford Supermarket and Pharmacy in Gardiner to reopen on March 27

GARDINER, Maine – Hannaford Supermarkets will welcome customers back to its Gardiner store on Wednesday, March 27 at 7 a.m. The store has been temporarily closed since mid-December when historic flooding caused considerable water damage to the interior, resulting in necessary repairs and maintenance.

Customers will enjoy the same high-quality, fresh foods, convenient services and dependable value as before upon reopening. The store will also continue to offer a full-service pharmacy.

In an effort to reopen as quickly as possible, areas of the store will feature temporary cases and shelving at the reopening, which will be replaced by permanent fixtures in the coming months.

“We extend our deepest gratitude to the entire Gardiner community for their patience, understanding and loyalty while we prepared to reopen our doors,” said Rob Meader, Store Manager of the Gardiner Hannaford. “Reopening the store this quickly would not have been possible without the unwavering support of the many associates and community members who contributed to the effort, including the tremendous partnership of the City of Gardiner. We very much look forward to welcoming customers back to the store.”

In celebration of the reopening, Hannaford is donating a total of \$5,000 to two local food pantries that serve the Gardiner community: Faith Food Pantry and Gardiner Food Pantry. Each pantry will receive \$2,500 in Hannaford gift cards to support their hunger relief efforts.

“We at the City of Gardiner are incredibly excited to have Hannaford re-open its doors to service the residents of this great city,” said Andrew Carlton, Gardiner City Manager. “Hannaford plays an important role in the City and we are certainly elated to have Hannaford continue its long history here in the Gardiner downtown. Here at the City, we remain steadfast in our commitment to support the resiliency of our businesses and residents.”

The Gardiner store will continue to offer the fresh food for which Hannaford is known, including unique store-brand offerings such as Taste of Inspirations, Hannaford and Nature’s Promise, as well as an expansive selection of products from local farms and producers. Customers will also enjoy My Hannaford Rewards, a program that allows members to earn a two percent reward on all private brand purchases and receive personalized coupons.

Hannaford To Go welcomes Gardiner area shoppers to order groceries online for pickup or delivery in as little as three hours with the same everyday low prices and special offers customers find in store. Hannaford To Go customers can shop from recent online and in-store purchases; easily redeem digital coupons; and add items to their cart directly from the digital weekly flyer. Slot availability may be limited but is expected to return to full capacity within a couple of weeks.

The Gardiner store's full-service pharmacy provides a convenient and affordable wellness solution for the entire family, including pets. The pharmacy offers same-day delivery, curbside pickup and mailing for prescriptions, as well as easy and convenient refills. Appointments are available for Covid-19, flu, shingles and pneumonia immunizations. Appointments can be scheduled in advance online.

The Gardiner store is open Monday through Saturday from 7 a.m. to 10 p.m. and Sunday from 7 a.m. to 9 p.m. Pharmacy hours are Monday through Friday from 8 a.m. to 8 p.m.; Saturday from 8 a.m. to 6 p.m.; and Sunday from 8 a.m. to 5 p.m.

About Hannaford Supermarkets

Hannaford Supermarkets operates 187 stores in the Northeast, most with full-service pharmacies. Stores are located in Maine, New York, Massachusetts, New Hampshire, and Vermont. All are committed to offering great fresh food, convenient experiences and everyday low prices. Hannaford also is an active and committed community partner—focusing on fighting hunger, supporting youth development, and helping people live healthier lives. Hannaford is an industry leader in sustainability with a strong commitment to reducing waste and protecting the environment. Hannaford diverts or donates all food at risk of going to waste—sending no food to landfills. In 2023, Hannaford donated 26 million pounds of food to hunger relief organizations. Hannaford employs nearly 30,000 associates and is based in Scarborough, Maine. Additional information can be found at [Hannaford.com](https://www.hannaford.com).

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