



**GARDINER CITY COUNCIL  
AGENDA ITEM INFORMATION SHEET**



<b>Meeting Date</b>	06/14/2023	<b>Department</b>	City Manager
<b>Agenda Item</b>	4h. Meeting Minutes from 6/7/23		
<b>Est. Cost</b>			

<b>Background Information</b>	Please see attached information		
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<b>Requested Action</b>	'I move to approve the minutes from the June 6, 2023 City Council meeting.'		
<b>City Manager and/or Finance Review</b>			
<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  
MEETING MINUTES  
GARDINER CITY COUNCIL  
WEDNESDAY, June 7, 2023**

Mayor Hart called the meeting to order at 6pm.

1. ROLL CALL / PLEDGE OF ALLEGIANCE City Council Present: Mayor Hart, Councilor Greenleaf, Councilor Cusick, Councilor Berry, Councilor West, Councilor Grant and Councilor Frey. City Council Not Present: Councilor Brown  
Also present: Andrew Carlton- City Manager, Denise Brown- Finance Manager, Melissa Lindley- Economic Development and Public Information Officer, Todd Pilsbury- Chief of Police, Rick Sieberg- Fire Chief, Dawn Thistle- Library Director, Jessica Lowell- Kennebec Journal, Tamara Whitmore- Executive Director of Gardiner Main St. Kathy Cutler- City Clerk, Hailee Lovely- Deputy City Clerk and Angelia Christopher.

2. PUBLIC COMMENT – None at this time.

3. PETITIONS / PUBLIC HEARINGS

a) Public hearing regarding a retail Cannabis License renewal for Sinsemilla South LLC-

**Mayor Hart opened the public hearing at 6:02pm, there being no comment, she closed the public hearing at 6:03pm.**

b) Public hearing regarding the first read of the FY24 City of Gardiner Budget  
**Mayor Hart opened the public hearing at 6:03pm, there being no comment, hearing at 6:04pm.**

4. NEW BUSINESS

a) Approval of a special event permit- June 17, 2023 Event submitted by Gardiner Main Street. Picnic in the Park. This low key event to celebrate summer will include a performance by the Hallowell Community Band and will take place at the Gardiner Common.

**Councilor Cusick moves to approve the event- Picnic in the Park, on June 17, 2023, at the Gardiner Common, sponsored by Gardiner Main St. and waive all associated fees. seconded by Councilor Greenleaf. Councilor Berry asks if the Gardiner band had been contacted. Tamara Whitmore- She explains that this project was already in the works when she started her new position. For next year's event, she will look into the Gardiner Band. No further discussion. All in favor. Mayor Hart thanks GMS for organizing the event.**

b) Approval of Council Minutes from May 31, 2023-

**Action- Councilor Berry moves to approve the minutes of the May 31, 2023 City Council meeting. Seconded by Councilor Frye. City Manager Carlton stated that there were spelling corrections submitted just before the meeting that will be made before posting the minutes. No further discussion. All in favor.**

c) Reevaluation Conversation with Curt Lebel City Assesor- The last evaluation was done in 2008 and right now city properties are at about 50% of current market value. The State of Maine wants a minimum threshold of 70%. He hopes to issue an RFP late summer/early fall to hopefully be under contract with an evaluation company this winter.

d) Renewal of a retail cannabis license for Sinsemilla South LLC

**Action- Councilor West moved to approve the renewal of the Retail Cannabis License for Sinsemilla South LLC. Seconded by Councilor Cusick. No further discussion. All in favor.**

e) First Read of the FY24 City of Gardiner Budget-

Mayor Hart asks if there are any questions or comments. There are not.

**Action- Councilor Berry moves to approve the first read of the FY24 General Fund, Enterprise Funds, and EIF Fund budgets and to hold a second reading on June 14, 2023. Seconded by Councilor Frye. No further discussion. All in favor.**

f) Request to cancel the July 5, 2023 City Council Meeting

**Action- Councilor Cusick moved to cancel the July 5, 2023 City Council meeting. Seconded by Councilor West. No further discussion. All in favor.**

g) Advise and consent regarding the use of ARPA Funds-

**Action- Councilor West moved to approve the following purchases using the remaining ARPA funds: Phone System for the City \$10,000.00, Police Department Truck \$50,000.00, Public Works Director Truck \$47,000.00, Public Works Foreman Truck \$45,000.00, Fire Department Furniture \$3,000.00, Library Book Drops \$8,000.00. Seconded by Councilor Cusick. No further discussion. All in favor.**

5. CITY MANAGER REPORT | City Manager Carlton reports that the RFP for Church St. repair has gone out for 60 days. There was a sewer back up on Brunswick Ave on Friday that is still in process of being cleaned up. FEMA has looked at Harrison Ave. damage, and the city has until this Friday, 6/9/23 to submit a repair cost estimate. An engineering company is meeting with Public Works Director John Cameron tomorrow to work on this. The demo for 235 Water St. has been awarded. Once a timeline of the process has been created, there will be a meeting with abutters to the property and then a downtown meeting. Lastly, Friday June 2<sup>nd</sup> was an extremely busy day at City Hall. He wanted to thank Lacey





Raccio, Hailee Lovely and Angelia Christopher for their hard work while being short staffed, and dealing with a nonfunctioning credit card machine. Today marks his one year anniversary with the City.

6. CITY COUNCIL REPORT

**Councilor West-** Happy Anniversary to City Manager Carlton- No report at this time.

**Councilor Cusick-** No report at this time.

**Councilor Berry-** Asks if there will be a court hearing before the demo of 235 Water St. City Manager Carlton is not sure and will follow up for an answer.

**Councilor Frey-** No reports at this time.

**Councilor Greenleaf –** Happy Anniversary to City Manager Carlton. He is receiving input from residents on the future bridge project. People are concerned about the impact of having one way traffic for extended period of time.

**Councilor Grant-** Has no report at this time, but asks if she is able to safely look at the damaged area on Harrison Ave. City Manager Carlton offered her suggestions.

**Mayor Hart –** Happy Anniversary to City Manager Carlton and Congratulations on retiring for the last time Anne Davis. She reminds everyone that there is a Gardiner Main Street Mix at the Table Bar next week. City Council will vote on the FY24 budget next week. The MSAD 11 school budget passed on 6/6/23 with only 43 people voting. The school budget will raise the Mill Rate \$1.35.

7. EXECUTIVE SESSION

- a) 1 MRSA 405(6)(A)-Evaluation of the City Manager

**Councilor Greenleaf moves to enter into Executive Session at 6:43pm.**

**Seconded by Councilor Grant. Unanimously Approved.**

**In: 6:43pm**

**Out: 7:15pm**

**Motion by Councilor Greenleaf to appropriate a \$2500.00 performance bonus for the City Manager this year. Seconded by Councilor West.**

**Unanimously Approved.**

**Mayor Hart stated that there had been a request by CEO McNeil to send Data Storage facilities to Ordinance Review. All Councilors were in agreement.**

**8. ADJOURN Councilor Cusik moved to adjourn at 7:20 pm. Councilor Berry seconded the motion. Unanimously Approved.**

2023 MEETING DATES

6/14/23

7/19/23

8/2/23

8/16/23

9/6/23

9/20/23

10/4/23

10/18/23

11/1/23

11/15/23

12/6/23

12/20/23

**DRAFT**