



**GARDINER CITY COUNCIL  
AGENDA ITEM INFORMATION SHEET**



Meeting Date	08/16/2023	Department	City Clerk
Agenda Item	4a. Agenda item Approval of Council minutes		
Est. Cost			

<b>Background Information</b>	
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<b>Requested Action</b>	"I move to approve the City Council meeting minutes from 08/02/2023"
<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, August 2, 2023**

**1. ROLL CALL/ PLEDGE OF ALLEGIANCE-**

City Councilor present: Mayor Hart, Councilor Greenleaf, Councilor Cusick, Councilor Berry, Councilor West, Councilor Brown, Councilor Frey, Councilor Grant.

City Staff- City Manager Andrew Carlton, Melissa Lindley- Economic Development Director, Angelia Christopher- Planning and Development Assistant/General Assistance Director.

Others present- George Trask, Tamara Whitmore- Gardiner Main St. Executive Director, Ramsey Tripp, Ben Frey- Town of Newcastle, Zachary Wanberg, Jessica Lowell- Kennebec Journal, Danas Lagoy, Ramsey Tripp.

2. **PUBLIC COMMENT:** George Trask- Mr. Trask has concerns regarding the shortage of policemen in the city. The department is already short staffed and it seems that another is leaving soon. He wants to know what the reason for this is. Mayor Hart directed him to City Manager Carleton. City Manager Carlton confirmed that there is another officer leaving and he will be completing an exit interview with him. He states that the competition is hard in this field of work and there are shortages everywhere. Mr. Trask thinks the reason is either money or morale, and that every other city pays more. City Manager Carleton is working on this with union negotiations. Mr. Trask is concerned about public safety, including fire and ambulance and he feels that wages need to come up for all. No other comment

**3. PETITIONS / PUBLIC HEARINGS:**

- a) Public hearing regarding the second read of Changes to the City Code regarding City Fees.

**Mayor Hart opened the public hearing at 6:05. There being no comment, she closed the public hearing at 6:05.**

**4. NEW BUSINESS**

- a) 4a. Approval of Council Meeting Minutes-

**Action: Councilor Grant moves to approve the City Council Minutes from 7/19 with A minor addition to the minutes. Councilor Berry seconded the motion. No further discussion. Unanimously approved.**

- b) 4b. Second Read of changes to the City Code regarding City Fees-

**Action: Councilor Greenleaf moves to approve the Second read of changes to the City Code regarding City Fees. Councilor Brown seconded the motion. No further discussion. Unanimously approved.**

- c) 4c. Approval of a Large Event at the Waterfront for J.M. Arbour September 17, 2023. This will be a private party for Mr. Arbour's clients, employees, etc.at the waterfront.  
*Councilor Berry how much of the waterfront park this event will utilize. Will there still be parking for vehicles that use the boat launch. Yes*  
**Action: Councilor Cusick moved to approve the Large event at the Waterfront for J.M. Arbor September 17, 2023. Councilor West seconded the motion. No further discussion. Unanimously approved.**
- d) 4d. Approval of an event at McKay Park-Art Walk to be held on August 18, 2023.  
**Action: Councilor Brown moved to approve the event at McKay park- Art Walk on August 18<sup>th</sup>. Councilor West seconded the motion. No further discussion. Unanimously approved.**
- e) 4e. Approval of an event at the Waterfront Park: Waterfront Worship on August 27, 2023.  
**Action: Councilor Cusick moved to approve the event at the Waterfront park- Waterfront Worship. Councilor Greenleaf seconded the motion. No further discussion. Unanimously approved.**
- f) 4f. Consideration of an Appointment to the Kennebec Rail Trail Committee KRT- Jen Boudreau who is a GAHS Teacher/ Track Coach.  
**Action: Councilor Greenleaf moved to approve the consideration of an appointment to the KRT- Jen Boudreau. Councilor Frey seconded the motion. No further discussion. Unanimously approved.**
- g) 4g. Consideration of Appointments to the Audit Committee- Raphael Alberto,  
**Action: Councilor Brown moved to approve the Consideration of appointments to the audit committee- Raphael Alberto. Councilor Greenleaf seconded the motion. No further discussion. Unanimously approved.**
- h) 4h. Consideration of the creation and appointments to a Downtown Sidewalk Committee – *This committee will be needed to support future DOT work that will be happening downtown. This will be an ad hoc committee. The first phase of this project will be design, engineering, streetscape, infrastructure etc. KYCOG will be helping to facilitate this process.*  
**Action: Councilor Frey moves to accept the proposed framework for the downtown sidewalk committee. Councilor Greenleaf seconded the motion. No further discussion. Unanimously approved.**
- i) 4i. Consideration of the creation and appointments to a Public Works Advisory Committee- *The purpose of this committee will be to help Public Works prioritize projects that need to be completed and make recommendations for future work. There will need to be a representative from each district, and their terms will be three years staggered.*  
**Action: Councilor Frey moves to adopt the proposed frame work. Councilor Brown seconded the motion. No further discussion. Unanimously approved.**

- j) 4j. Consideration to send the following discussion to ORC: Use of City Property and the associated fees.  
*George Trask has concerns about this going to ORC, he feels that City Council needs to make the determination on this. Mayor Hart pointed out that ORC needs to start the process on this, and it will eventually make its way to City Council.*  
**Action: Councilor Greenleaf moved to approve the consideration to send the following discussion on use of City property to ORC. Councilor West seconded the motion. No further discussion. Unanimously approved.**
- k) Approval of the City of Gardiner Annual Report- 2022  
**Action: Councilor Cusick moved to approve the City of Gardiner Annual Report for the year 2022. Councilor Greenleaf seconded the motion. No further discussion. Unanimously approved.**
- l) 4l. Approval of a Victualers license for Indie Stage Music-  
**Action: Councilor Cusick moved to approve the Victualers license for Indie Stage Music. Councilor Brown seconded the motion. No further discussion. Unanimously approved.**
- m) Request for a letter of support from the Maine Downtown Center- Newcastle's Planning Board Chair- Ben Frey presented a request for a letter of support for a DECD housing opportunity grant. Mr. Frey explains that he is just looking for an endorsement and there is no commitment to participate in the grant. The only rush is the deadline, which is the 15th. He is only requesting a letter. Councilor Grant asks City Manager Carlton for his input. He sees no issue with signing the letter, as long as the City is not committed to the grant. Mayor Hart suggested a couple of wording changes that made council comfortable with signing the recommendation.  
**Action: City Councilors unanimously approved to sign the amended letter of recommendation for this grant opportunity.**

5. **CITY MANAGER REPORT-** This week he and Finance Director, Denise Brown, met with MEMA, and after put in request for public assistance for Harrison Ave. The goal is to get this work covered under emergency funding as much as possible. Once the City is awarded the emergency funds, the work needs to be completed in 6 months. Then they will start the mitigation process. Weston Sampson is working on the emergency component plans. Public works has just wrapped up the sewer line issue on Brunswick Ave. There was a pole through the line, which caused it to collapse. The line is replaced and flowing appropriately. There are a couple of new hires. Greg Stevens has been hired as the Buildings and Grounds Foreman and Mike McArthur Jr. has been hired for the B+G Crew. City Manager Carlton thanks Chief Sieburg, and Library Director Dawn Thistle for going out to other towns to secure ambulance and library services for those towns. Tax Commitment is done, with a Mil rate set at 23.70.

## 6. CITY COUNCIL REPORT-

**Councilor West-** Nothing to report at this time.

**Councilor Cusick-** Nothing to report at this time.

**Councilor Berry-** Nothing to report at this time.

**Councilor Frye-** Nothing to report at this time.

**Councilor Greenleaf-** Reports that he is hearing a lot from residents regarding the bridge work to be done next summer and he feels it should be revisited by Council again. People are concerned about the bridge being down to one-way traffic for a month or more. City Manager Carleton will reach out to other communities that will be affected by this closure to see what residents are saying and how they plan to manage it. City Manager Carleton will reach out and invite DOT- Bridge division back for more discussion. Also, 'The End Addiction' collectors on the bridge are reportedly getting dangerous. They are supposed to remain in the median, and have been seen numerous times creating a public safety issue and distracting drivers. City Manager Carleton will discuss this with Chief Pillsbury, and the agency will be contacted to address the situation.

**Councilor Brown-** She has spoken to several individuals expressing concern about traffic during the Ironman competition. City Manager Carlton expressed that he has heard several complaints and that next year they will discuss plans to make sure traffic flows better.

**Councilor Grant-** Nothing to report at this time.

**Mayor Hart-** Congratulates the City on the Ironman event. She thought the athletes were amazing and brought over seven thousand people from all over the world to this area. The Kennebec has a long history with past pollution and to see all the swimmers compete in the river, is amazing. This coming Friday, 8/4, there is a parade/celebration for Gardiner's track athletes. In the event of rain, the event will happen at the church on Church St.



## 7. EXECUTIVE SESSION

- a) Motion to enter executive session pursuant to 1 M.R.S.A. § 405(6)(F) and 36 M.R.S.A. § 841(2) to consider poverty abatement application # 2023-1.

**Action: Councilor Brown moved to enter into Executive Session at 7:09pm. Seconded by Councilor Greenleaf. \*Councilor Berry stepped out. All remaining Councilors approve.**

**Council came out of Executive Session at 8:00pm. This application will be tabled until August 16, 2023. City Council directed City Manager Carlton to gather more information on this application.**

- b) Enter into Executive Session pursuant to 1 M.R.S.A § 405(6) C-Consideration of the Acquisition or Disposition of Real Property

**Action: Motion by Councilor Cusick at 8:02pm. Seconded by Councilor Frey.**

**Unanimously Approved. Out of Executive session at 8:17pm.**

- c) Enter into Executive Session pursuant to 1 M.R.S.A § 405(6) C-Consideration of the Acquisition or Disposition of Real Property.

**Action: Councilor Grant made a motion to enter into Executive Session at 8:18pm.**

**Seconded by Councilor West. Out of Executive Session at 8:37pm. Unanimously approved.**

- d) Enter into Executive Session Pursuant to 1 M.R.S.A. § 405(6) A-Personnel Matter.

**Action: Councilor Frey moved to enter into Executive Session at 8:38pm. Seconded by Councilor West. Out of Executive Session at 8:46pm. Unanimously approved.**

*\*Councilor Berry left the meeting at 8:47pm.*

- e) Enter into Executive Session Pursuant to 1 M.R.S.A § 405(6) C-Consideration of the Acquisition or Disposition of Real Property.

**Action: Councilor Frey moved to enter into Executive Session at 8:47pm. Seconded by Councilor Greenleaf. Out of Executive Session at 8:51pm. Unanimously approved.**

8. Other Business –none at this time.

9. Adjourn- **Councilor Greenleaf made a motion to adjourn at 8:52pm. Seconded by Councilor Brown. Unanimously approved.**

2023 MEETING DATES

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

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