

# CITY OF HALLOWELL, MAINE

## City Council Meeting Minutes of November 12, 2019

Web Site: <http://hallowell.govoffice.com/>

1. **COUNCIL PRESIDENT COUNCILOR LAPOINTE CALLED THE MEETING TO ORDER AT 6 P.M. MAYOR WALKER WAS ABSENT.**
2. **COUNCILOR-AT-LARGE AUCOIN, COUNCILORS DUFOUR, FRETT, WALKER, WYNNE WERE PRESENT. COUNCILOR CIRCO WAS ABSENT.**
3. **COMMENTS/QUESTIONS FROM THE PUBLIC CONCERNING MATTERS NOT RELATED TO ITEMS ON THE AGENDA:** Cary Colwell, Hallowell Board of Trade, requested that fireworks for Holidays in Hallowell celebration December 7<sup>th</sup> be set off at the City's snow dump north of Granite City Park. A new location is needed after dialog with the town of Chelsea about using Butternut Park. Hallowell PD will close off the parking lot.  
  
AuCoin-Walker- Motioned to allow fireworks at the City's snow dump property contingent on approval by Fire Chief Owens. Unanimously approved
4. **ADJUSTMENTS TO THE AGENDA:** Lapointe-Au Coin – Motioned to add 11a. Intercreditor agreement among Katahdin Trust Company, Coastal Enterprises, Inc., SC-ERSKINE LLC and the City of Hallowell and add Highway (i) and Property Committee (j) reports to Item 12 Unanimously approved
5. **OTHER BUSINESS:**
  - a. Vision Hallowell made a request for a Christmas tree bonfire at Granite City Park, January 4, 2020. This event will be a fundraiser for Vision Hallowell and Hallowell Firefighters Association. Hallowell PD will close the parking lot.  
  
Walker-AuCoin- Motioned to approve this request. Unanimously approved
  - b. Hallowell Area Board of Trade made a request for approval for a holiday parade on Water Street, December, 7, 2019.  
  
Dufour-Wynne- Motioned to approve this request. Unanimously approved
  - c. Hallowell Brewing Company d/b/a The Liberal Cup made a request for approval for an extension of service area for an on premise license location.  
  
Frett-Walker- Motioned to approve this request for an extension of license on premise for Hallowell Brewing Company d/b/a The Liberal Cup. Unanimously approved
  - d. Pat Colwell / Wayne Hyde requested permission to serve alcohol in Hallowell City Hall Auditorium at the Motown Christmas Concert on Saturday, December 21, 2019 to be catered by Hydeout at the Wharf.  
  
AuCoin- Frett- Moved to approve this request. Unanimously approved
  - e. Hallowell Area Board of Trade and Vision Hallowell sought guidance from City Council about snow removal downtown. HABOT officers Jamie Houghton, Cary Colwell, and Deb Fahy made inquiries to the Council from Downtown business owners as to what are their expectations for snow removal on Water Street. City Manager Rudy and Highway Foreman Chris Buck will attend the next HABOT meeting Thurs November 14<sup>th</sup> for a dialog. Snow is to be pushed to the curb and it will be

removed after the roads are done. According to City Manager Rudy, the City plans to remove snow curbside of the sidewalk more frequently this winter.

**6. CONSENT AGENDA:**

- a. City Council Minutes for October 7, 2019 Regular Meeting.
- b. Roll of Accounts for November 12, 2019.
- c. Department/Office Reports: Treasurer, Public Works, Police, Code Enforcement, Fire.

Wynne-Dufour- Motioned that Council accept the consent agenda without the Roll of Accounts for November 12, 2019. Automatic Foreclosures will be referred to the Claims Committee. Councilor AuCoin asked where the City's Cemetery Fountain is presently located. It is presently being sand blasted at Masciadri's Monuments. Unanimously approved

**7. BICENTENNIAL PROJECT GRANT:**

Vision Hallowell requested that the City of Hallowell accept a \$10,000 Bicentennial Project Grant award from the Maine Arts Commission to support the Hallowell Granite Symposium – Maine Bicentennial 2020.

AuCoin-Walker- Motioned that Council accept these Grant Funds and direct the City Manager to disburse funds as requested by Vision Hallowell to support the Hallowell Granite Symposium – Maine Bicentennial 2020. There will be 6 sculptors at Stevens Commons. Vision Hallowell will be looking for guidance for the location of these granite sculptures.

**8. GREATER AUGUSTA UTILITY DISTRICT CHARTER UPDATE:**

Greater Augusta Utility District Trustee Cary Colwell presented the proposed "Charter Changes" to the Greater Augusta Utility District and the timeline for this process. There were changes that affect the makeup of their Board and other governance items. These changes will be come back to the City Council before they are voted in the state legislature.

**9. DOG PARK UPDATE:**

City Council discussed plans for future maintenance of the dog run at Vaughan Field.

The fact that the Park is now open and a point person has not been chosen is a major concern of the consensus of City Councilors. This point person would be a liaison between City staff and the public for a clean and safe environment. Councilors wished to advocate the Recreation Commission for public involvement in the future maintenance of the dog run and to empower Public Works the authority to close the dog run if conditions warrant after public notice.

**10. SALE OF FIRE VEHICLE:**

City Manager Rudy recommended that Council accept a bid of \$300.00 from Tom Goraj for the 1974 Chevrolet C-65 fire vehicle that is out of use and currently sitting at the Fish and Game Road.

Dufour-Frett-Moved that Council approves the sale of the 1974 Chevrolet C-65 fire vehicle as recommended by the City Manager and that proceeds of the sale be added to the General Fund. Unanimously approved

**11. ANNUAL FINANCIAL REPORT FROM AUDITOR FOR THE YEAR ENDING JUNE 30, 2019**

Dufour-AuCoin-Motioned that Council accepts the auditor's Annual Financial Report for the year ending June 30, 2019. Unanimously approved

**11a. INTERCREDITOR AGREEMENT AMONG KATAHDIN TRUST COMPANY, COASTAL ENTERPRISES, INC., SC-ERSKINE LLC AND THE CITY OF HALLOWELL**

Wynne-Frett- Motioned to accept this agreement. Unanimously approved

**12. PRESENTATION OF COUNCIL COMMITTEE REPORTS AND OTHER COMMITTEE REPORTS:**

- a. Hallowell Age-Friendly Committee – No report
- b. Hallowell Arts and Cultural Committee – Report was submitted.
- c. City / Hubbard Free Library Working Group- Councilor Lapointe spoke of the importance of the City’s understanding of the strategic plan by HFL and how it could impact Hallowell’s citizens and Budget. And how to make this information available to a greater spectrum particularly those people who haven’t been engaged in the current library planning process.
- d. Finance- Committee has been busy organizing its work for the coming year with emphasis on improving their Committee process.  
Frett-Walker- Motioned that Council approve city staff’s recommendation to clear the cemetery operation fund at Androscoggin Bank (\$20,474), and apply these monies to the revenue line for cemetery, drawing only the remaining needed balance of \$1,501 from the Portland Trust Cemetery Fund. Unanimously approved
- e. Ordinance Rewrite- Councilor Dufour spoke on highlights of the Committee’s discussion on finalizing amendments to the City’s Marijuana Ordinance. Snow removal in the Downtown District and time limits on advertising signs are topics for discussion at their next meeting December 3<sup>rd</sup>.
- f. Personnel and Policy- Councilor Walker reported that Chief Nason will be retiring May 1, 2020 after 31 years of service.
- g. Protection- Councilor Wynne reported that the Committee discussed 15 minute parking spaces on Water Street and a recent complaint on Pleasant Street. There was a continued discussion about bow hunting at the Res. Chief Nason sought input into an appearance change to HPD officers.
- h. Short Term Rental Task Force- Councilor AuCoin reported that the Committee came to a general consensus on the definition of short term rental and the zoning, licensing, and registry of these units.
- i. Highway- New topics discussed by the Committee were a request for the City to accept Meadowood Drive as a public way and a proposal for sidewalk construction between Park Street and South Street with MDOT and the City of Augusta.  
Frett-Walker- Motioned to enter into an agreement with COA and MDOT for an extension of Sidewalk on Second Street and allocate LRAP funds (\$16,550) and PW Sinking Fund (\$5,620) Unanimously approved
- j. Property- Committee reviewed the updated status of the RES survey. And heard a request from Chris Buck to relocate the City’s snow dump from its current location to Winthrop Street.  
Frett-AuCoin- Motioned to reallocate the funds set aside for the second phase of the survey (\$6,500) be rededicated to enlisting the services of Attorneys Lake & Dennison to research the title of an 8 acre parcel of land at the RES. Unanimously approved  
Frett-AuCoin- Motioned to relocate the City’s snow dump from its current location to Winthrop Street property owned by the Shepherd Family Trust at no cost to the City. Unanimously approved

**13. MAYOR’S APPOINTMENTS / REPORT:**

- a. Gretchen Marion, Director of Harlow Gallery, to serve on the Hallowell Arts and Culture Committee.
- b. Councilor AuCoin as Council Liaison to the Comprehensive Planning Group.
- c. Lisa Harvey-McPherson to serve on the Comprehensive Planning Group.

Walker-Wynne- Motioned that Council ratify the Mayor’s appointments. Unanimously approved

**14. CITY MANAGER’S APPOINTMENTS / REPORT:**

- a. Appointment of Meghan Fenton as Reserve Police Officer.

AuCoin-Wynne- Moved that Council ratify the City Manager’s appointment. Unanimously approved

**15. AuCoin-Wynne- Motioned to adjourn the meeting at 8:27 p.m. Unanimously approved**

*Diane Polky, City Clerk*