

**CITY OF HALLOWELL, MAINE**  
*City Council Meeting Minutes of September 8, 2020*  
**VIA ZOOM ONLINE MEETING – DETAILS BELOW**  
Web Site: <http://hallowell.govoffice.com/>

1. **MAYOR WALKER CALLED THE MEETING TO ORDER AT 6:00 P.M.**
2. **COUNCILORS-AT-LARGE LAPOINTE, AUCOIN, COUNCILORS DUFOUR, FRETT, SCULLY, CIRCO AND WYNNE SIGNED IN.**
3. **COMMENTS/QUESTIONS FROM THE PUBLIC CONCERNING MATTERS NOT RELATED TO ITEMS ON THE AGENDA:**
4. **ADJUSTMENTS TO THE AGENDA:** Councilor Frett requested a discussion about the portajohns located at Granite City Park. This discussion will be a segment of the Protection Committee report; Item 18d.
5. **OTHER BUSINESS:** None
6. **CONSENT AGENDA:**
  - a. City Council Minutes for August 10, 2020 Regular Meeting and August 24 Special Meeting.
  - b. Roll of Accounts for September 8, 2020.
  - c. Department/Office Reports: Treasurer, Public Works, Police, Code Enforcement, Fire.

Scully-AuCoin-Moved the acceptance of the consent agenda as presented. Mayor Walker asked for a roll call. Motion unanimously approved
7. **CITY MANAGER’S APPOINTMENTS / REPORT: City Manager Rudy commented on his report dated August 7 – September 2, 2020.**
8. **VISION HALLOWELL POCKET PARK PROJECT SURVEY RESULTS:**

Deb Fahy, 56 Middle Street, representing Vision Hallowell presented a preliminary public opinion survey results as of September 3, 2020 from the pocket park installation on the corner of Central and Water Streets. Survey will close Monday September 7<sup>th</sup> at the end of the day. Vision Hallowell will Make a recommendation to the Council in December.
9. **ACCEPTANCE OF GIFT OF TREES TO THE CITY:**

Vision Hallowell and HABOT would like present a gift of two ornamental pots and a crabapple tree to be placed at Vaughan Field. Also, Nona Thompson requested that a memorial sugar maple tree be planted in memory of Nancy Clement on the edges of Granite City Park, with the tree being provided to the City as a gift. Discussion on location of these trees followed. The two ornamental pots were placed on the steps at City Hall. HCC will volunteer to water the trees and work with the Tree Board.

Circo-Scully-Motioned that Council accept these gifts and direct the City Manager / Public Works to install the trees at locations recommended by the HCC and Recreation Commission and Tree Warden Wes Davis. Mayor Walker asked for a roll call. Motion unanimously approved
10. **ACCEPTANCE OF GRANT TO THE HALLOWELL FIRE DEPARTMENT:**

City Manager presented a grant of \$8,900 from the Gary Sinese Foundation which was submitted by Chief Owens to purchase 20 new pagers for the Hallowell Fire Department.

Lapointe-Wynne-Moved that Council accept this grant and direct the City Manager/Fire Chief to administer the grant per requirements from the grantor. Mayor Walker asked for a roll call.

Motion unanimously approved

**11. PROPOSED DONATION OF SURPLUS HALLOWELL FIRE DEPARTMENT EQUIPMENT TO GLOBAL GEAR INITIATIVE:**

Fire Chief Owens submitted a proposed donation of surplus firefighting equipment (13 coats and 14 pairs of pants) from the Hallowell Fire Department to the Global Gear Initiative, which distributes used equipment to firefighters who lack this equipment in the different countries of the world;([www.globalgearinitiative.org](http://www.globalgearinitiative.org)). Chief Owens clarified that this equipment is no longer useable based upon NFPA Standards because of age, and is stockpiled at the fire station.

Lapointe-Frett-Motioned that Council accept the proposed donation and direct the City Manager / Fire Chief to administer the donation to Global Gear Initiative. Mayor Walker asked for a roll call.

Motion unanimously approved

**12. CENTRAL STREET PARKING LOT PAVING RFPs:**

City Council discussed the amended RFPs from two firms for the paving of the Central Street parking lot as designed by Ranscom Consulting; which was part of the Brownsfield funded redesign of the lot. City Manager Rudy discussed the amendment changes to the RFP. The bidding process was vetted by the Property Committee. The Property Committee recommended the Willett Family Construction Co. bid. Councilor Lapointe commented that people always believed that this lot will be paved. It will tie the two lots together. Councilor Circo believed that having a paved lot with striping and dedicated handicap parking spaces will be a safe way for people to park. Councilor Wynne opposed this project for financial and environmental reasons. Councilor Dufour opposed this project for financial reasons. She stressed that the City needs to take a comprehensive road map view of the City's needs and \$.

Circo-Frett-Motioned that Council direct the City Manager to execute a contract for paving the Central Street parking lot to Willett Family Construction Co. for a price not to exceed \$42,300.

Mayor Walker asked for a roll call. 5 Yea (Lapointe, AuCoin, Frett, Scully, Circo) 2 Nay (Dufour, Wynne)

Motion passed

**13. FIRST READING – CHANGES TO THE CITY ORDINANCE REGARDING THE SIGN ORDINANCE:**

City Council reviewed the proposed Ordinance language from the Ordinance Rewrite Committee regarding temporary signs.

Dufour-Lapointe- Motioned that Council approve the first reading of changes to Ordinance Section 9-637.2.F relating to Signs. Mayor Walker asked for a roll call.

Motion unanimously approved

**14. THIRD READING – CHANGES TO THE CITY ORDINANCE REGARDING HOURS OF OFFICE OPERATION AT CITY HALL:**

City Council reviewed a proposal from the City Manager to remove prescribed hours from the Ordinance, making it a policy issue for staff, and the City Manager will also submit to Council a suggestion for proposed alternate hours.

Scully-Lapointe- Motioned that Council approve the third reading of changes to Ordinance Section 2-108 relating to Office Hours at City Hall. Mayor Walker asked of a roll call.

Motion unanimously approved

Wynne- Lapointe-Moved that Council affirmed the City Manager's Order pertaining to City Hall office hours. Mayor Walker asked for a roll call.

Motion unanimously approved

**15. OFFICIAL CITY RECOGNITION OF INDIGENOUS PEOPLES' DAY:**

City Council considered changing the reference "Columbus Day" to "Indigenous Peoples' Day".

Scully-Frett- Motioned that Council approve the proposed changes to all official references of the October holiday for the City of Hallowell from "Columbus Day" to "Indigenous Peoples' Day".

Mayor Walker asked for a roll call.

Motion unanimously approved

**16. UPDATES TO THE CITY PERSONNEL POLICY:**

City Council received an updated Personnel Policy. City Manager Rudy highlighted the changes holiday/sick leave/and an exit interview.

Scully-Lapointe- Motioned that Council approve the proposed changes to the Personnel Policy.

Mayor Walker asked for a roll call.

Motion unanimously approved

**17. UPDATE ON EMERGENCY MANAGEMENT AND REVIEW OF THE CURRENT CITY-WIDE STATE OF EMERGENCY:**

City Manager Rudy reported on the Board of Health's discussion on the use of public space and open space in the City. The City received a "Keep Maine Healthy" grant for \$9,000. These monies are being used for additional shifts of the Hallowell Police Department to canvass high traffic areas of the City. There was money to purchase masks and hand sanitizers to the public. The Board of Health will continue to monitor the outreach program. The Board was also concerned that the City's Public Safety departments have a reserve of PPE.

**18. CONSENT AGENDA: PRESENTATION OF COUNCIL COMMITTEE REPORTS AND OTHER COMMITTEE REPORTS:**

- a. Ordinance Rewrite
- b. Personnel and Policy
- c. Property and Public Lands
- d. Protection
- e. Short Term Rental Advisory Group

*Mayor Walker gave guidance to the Council for procedure if anyone wished to pull off an item on the consent agenda.*

Dufour-Lapointe-Moved that Council set aside Item 18d. Protection.

Mayor Walker asked for a roll call.

6 Yea(Lapointe,Dufour,Frett,Scully,Frett,Circo,Wynne) –

0 Nay – 1Abstain(Au Coin)

Motion passed

**Discussion request from Agenda Item 4. – Portajohns located in Granite City Park**

Councilor Frett made a request that the police officer on night duty lock up the portajohns located in Granite City Park at night and open them in the morning because food wrappings and beverage containers are being dumped into the two portajohns. He believes that this bad behavior is happening during the overnight hours. City Manager Rudy said that this request was not feasible for the police officer on duty. Highway Foreman Chris Buck said that the vendor has not contacted him of trash of any problems. He also talked about the additional cost for Public Works to come in weekend days to take care of trash containers. Councilor AuCoin was in favor of placing trash cans at Granite City Park and Vaughan Field. Other Councilors were in favor of the current carry in-carry out policy. Councilor Circo suggested moving the portajohns in a more visible place. He volunteered to continue this discussion at the next Protection Committee.

Lapointe-Dufour- Moved that Council accept the consent agenda as presented.

Mayor Walker commented that Item 2 of the Property Committee report will be a topic of discussion in Executive Session. Mayor Walker asked for a roll call. Motion unanimously approved

Dufour-Frett-Motioned to accept the Protection Committee report. Mayor Walker asked for a roll call. Motion unanimously approved

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

Mayor Walker, based upon recommendation from Councilor Wynne, appointed Councilor Wynne, Ryan Gordon, Ben Sturtevant, Harold Booth, Bob McIntire and Anne McKee to the Solar Energy Committee.

Lapointe-Scully – Motioned that the Council ratify these appointments. Mayor Walker asked for a roll call. Motion unanimously approved

**20. EXECUTIVE SESSION TO DISCUSS MATTERS OF REAL ESTATE**

Lapointe-Frett-Motioned to enter executive session pursuant to 1 M.R.S. § 405(6)(C) to discuss matters of real estate at 7:56 p.m. CM Rudy and PW Foreman Chris Buck were invited to attend.

Mayor Walker asked for a roll call. Motion unanimously approved

Lapointe-Frett- Moved to come out of executive session. Mayor Walker asked for a roll call. Motion unanimously approved

No vote was required.

**21. Lapointe-Dufour- Moved to adjourn the meeting at 9:27 p.m.**

*Diane Polky  
City Clerk*

**To Join Zoom Meeting:**

<a href="https://us02web.zoom.us/j/83370596121?pwd=dFJnc2g2V2s2aEJYNzNTb1RmUDVEZz09">https://us02web.zoom.us/j/83370596121?pwd=dFJnc2g2V2s2aEJYNzNTb1RmUDVEZz09</a> Meeting ID: 833 7059 6121 Passcode: 723398	Dial by your location +1 301 715 8592 US (Germantown) +1 312 626 6799 US (Chicago) +1 929 205 6099 US (New York) +1 253 215 8782 US (Tacoma) +1 346 248 7799 US (Houston) +1 669 900 6833 US (San Jose) Meeting ID: 833 7059 6121 Passcode: 723398 Find your local number: <a href="https://us02web.zoom.us/j/83370596121?pwd=dFJnc2g2V2s2aEJYNzNTb1RmUDVEZz09">https://us02web.zoom.us/j/83370596121?pwd=dFJnc2g2V2s2aEJYNzNTb1RmUDVEZz09</a>
One tap mobile +13017158592,,83370596121#,,,,,0#,,723398# US (Germantown) +13126266799,,83370596121#,,,,,0#,,723398# US (Chicago)	

**CITY OF HALLOWELL, MAINE**  
*Minutes of the Special City Council Meeting September 21, 2020*  
**VIA ZOOM ONLINE MEETING – DETAILS BELOW**  
Web Site: <http://hallowell.govoffice.com/>

1. **MAYOR WALKER CALLED THE MEETING TO ORDER at 6 PM AND ASKED FOR A ROLL CALL.**
2. **COUNCILORS-AT-LARGE LAPOINTE & AU COIN, COUNCILORS DUFOUR, FRETT, SCULLY, CIRCO, AND WYNNE WERE PRESENT**
3. **ADJUSTMENTS TO THE AGENDA:** *None*
4. **EXECUTIVE SESSION TO DISCUSS MATTERS OF REAL ESTATE**  
Lapointe-Scully- Moved the Council enter executive session pursuant to 1 M.R.S. § 405(6)(C) to discuss matters of real estate. Mayor Walker asked for a roll call. Motion passed unanimously  
Lapointe-Scully- Moved that Council come out of executive session at 7:15 PM.  
Mayor Walker asked for a roll call. Motion passed unanimously  
There were no motions.
5. **OTHER BUSINESS:** *None*
6. **Lapointe-Scully-Moved to adjourn the meeting at 7:16 PM. Mayor Walker asked for a roll call.**  
Motion passed unanimously

*Diane Polky*  
*City Clerk*

**To Join Zoom Meeting:**

<a href="https://us02web.zoom.us/j/83983158911?pwd=VTU4ejN6bjdEQjFB R2l5OXY2MmxWQT09">https://us02web.zoom.us/j/83983158911?pwd=VTU4ejN6bjdEQjFB R2l5OXY2MmxWQT09</a>	Dial by your location
Meeting ID: 839 8315 8911	+1 312 626 6799 US (Chicago)
Passcode: 971184	+1 929 205 6099 US (New York)
One tap mobile	+1 301 715 8592 US (Germantown)
+13126266799,,83983158911#,,,,,0#,,971184# US (Chicago)	+1 346 248 7799 US (Houston)
+19292056099,,83983158911#,,,,,0#,,971184# US (New York)	+1 669 900 6833 US (San Jose)
	+1 253 215 8782 US (Tacoma)
	Meeting ID: 839 8315 8911
	Passcode: 971184
	Find your local number:
	<a href="https://us02web.zoom.us/j/ky0U0AoQX">https://us02web.zoom.us/j/ky0U0AoQX</a>