CITY OF HALLOWELL, MAINE

City Council Meeting Minutes of June 8, 2020

VIA ZOOM ONLINE MEETING – DETAILS BELOW

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

1. **MAYOR WALKER CALLED THE MEETING TO ORDER AT 6:03 p.m.**

2. **COUNCILORS-LARGE LAPOINTE AND AUCOIN, COUNCILORS DUFOUR, FRETT, SCULLY, CIRCO AND WYNNE SIGNED IN.**

3. **PUBLIC HEARING – MARIJUANA RETAIL SALES LICENSE RENEWAL FOR ALLISON MICHAUD DBA THE FROST FACTORY LLC, 144 WATER STREET, :**
   Mayor Walker opened the public hearing at 6:04 p.m. in order for the City Council to hear public comments for a Marijuana Business Retail Seller, Medical License Renewal: The Frost Factory, LLC, located at 144Water Street, Hallowell, ME as required under City of Hallowell Revised Code of Ordinances, Section 7-343. There were no comments. Mayor Walker closed the hearing at 6:05 p.m.

4. **PUBLIC HEARING – APPLICATION FOR CANNABIS BUSINESS LICENSE – RETAIL SELLER, MEDICAL:**
   Mayor Walker opened the public hearing at 6:05 p.m. in order for the City Council to hear public comments for a Marijuana Business License Retail Seller, Medical; Eastern Retail Brokerage LLC, Edward Dugay, dba Hallowell 4Twenty, located at 31Water Street, Hallowell, ME as required under City of Hallowell Revised Code of Ordinances, Section 7-343. There were not comments. Mayor Walker closed the hearing at 6:06 p.m.

5. **COMMENTS/QUESTIONS FROM THE PUBLIC CONCERNING MATTERS NOT RELATED TO ITEMS ON THE AGENDA: :** Maggie Warren, 4 The Ledges, felt that the businesses in Downtown Hallowell especially the one owner/one couple owner are going to need help getting back on their feet. She has volunteered to sell coffee at the Hallowell Farmers' Market for Traverse Coffee and help with an upcoming quilt hanging project with Lynn Irish of Whipper Snappers. Maggie is advocating a Neighbor Helping Neighbor Movement that includes helping neighborhood businesses who she feels at this point need it the most. She plans to speak about her idea to HABOT, Vision Hallowell, Hallowell Age Friendly, and Hallowell Heart & Soul organizations.
   Bob McIntire, 6 Perkins Lane, representing Row House, told the Council that Row House and the City are in the process of updating the historic building survey of 480 historic buildings in the City. He is recruiting volunteers to do site visits of these historic buildings and answer questions for a survey from the Maine Historic Preservation Commission so a data file may be completed for each site.

6. **ADJUSTMENTS TO THE AGENDA:**
   Lapointe-Circo- Motioned to move Agenda Items 15 & 16 to Agenda Items 7E & 7F.
   Mayor Walker asked for a roll call. Motion unanimously approved

7. **OTHER BUSINESS:**
   A) **APPROVAL RENEWAL LIQUOR LICENSE FOR SLATES RESTAURANT, 163-165 WATER STREET**
   Wendy Larson of Slates Restaurant requested Council approval for a state liquor license renewal

application for Slates Restaurant, 163-165 Water Street. This application contains a revised diagram of the premise license location.

Lapointe-Circo-Motioned to approve this request for Council approval for a state liquor license renewal application for Slates Restaurant, 163-135 Water Street and give the City Clerk approval to sign this application on City Council's behalf. Mayor Walker asked for a roll call.
Motion unanimously approved

B) Beth Jones requested permission to hold Sunrise Yoga Classes at Granite City Park, Tuesdays, 6 -7 a.m.; June thru September. Fees charged will be shared with Kennebec Land Trust.

Lapointe-Frett- Motioned that City Council approve this request.
Mayor Walker asked for a roll call. Motion unanimously approved

C) Resolution 05-20-R – Proclamation of LGBTQ + Pride Month. Mayor Walker read the Proclamation.

Lapointe-Scully- Motioned that City Council approve Resolution 05-20-R – Proclamation of LGBTQ + Pride Month. Mayor Walker asked for a roll call. Motion unanimously approved

D) Critical Incident Training, Use of Force Policy, and Implicit Bias Training for the Hallowell Police Department. City Manager Rudy suggested leading an effort to recruit other communities to participate with Hallowell in implicit bias training.

Frett- Scully – Direct the Council Protection Committee to review Hallowell Police Department's physical restraint policy and sensitivity training guidelines.
Mayor Walker asked for a roll call. Motion unanimously approved

Lapointe-Scully – Direct the Council Personnel & Policy Committee to scope out training for critical incident stress management for Emergency Management Center staff and implicit bias training for staff and elected officials. Mayor Walker asked for a roll call. Motion unanimously approved

E) **MARIJUANA LICENSE RENEWAL FOR FROST FACTORY**
City Council reviewed the qualifying application Marijuana Business Retail Seller, Medical License Renewal: The Frost Factory, LLC, located at 144Water Street, Hallowell, ME as required under City of Hallowell Revised Code of Ordinances, Section 7-343.

AuCoin-Lapointe-Motioned that Council approve this license renewal for The Frost Factory, LLC, located at 144Water Street, Hallowell, ME as required under City of Hallowell Revised Code of Ordinances. Mayor Walker asked for a roll call. Motion unanimously approved

F) **BUSINESS LICENSE RETAIL SELLER, MEDICAL: EASTERN RETAIL BROKERAGE LLC, EDWARD DUGAY, DBA HALLOWELL 4TWENTY, LOCATED AT 31 WATER STREET:**
City Council reviewed a qualifying application for Eastern Retail Brokerage LLC, Edward Dugay, dba Hallowell 4Twenty a Marijuana Business License Retail Seller, Medical; as required under City of Hallowell Revised Code of Ordinances, Section 7-343.

Scully-Lapointe-Motion that Council (a) approve license for a marijuana business retail seller, medical and (b) Issue of license for approved marijuana business retail seller, medical subject to any further items required by City Ordinance. Mayor Walker asked for a roll call. Motion unanimously approved

8. CONSENT AGENDA:

a. City Council Minutes for May 11, 2020 Regular Meeting and May 27 Special Meeting.
b. Roll of Accounts for June 8, 2020.

c. Department/Office Reports: Treasurer, Public Works, Police, Code Enforcement, Fire.

Lapointe-Wynne Motioned that Council accept the consent agenda with corrections of the May 11, 2020 meeting minutes. Mayor Walker asked for a roll call. Motion unanimously approved

Councilor Wynne commented that the Fire Department report was in the old format.

9. VISIT WITH KENNEBEC COUNTY COMMISSIONER:

County Commissioner Bob Devlin opened a discussion about Kennebec County services and the proposed County budget for FY21 which includes a 4% increase to Hallowell. County Commissioners Patsy Crockett and Nancy Rines and Sheriff Ken Mason joined in the discussion.

10. VISIT WITH RSU-2 SUPERINTENDENT:

RSU-2 Superintendent Mary Paine was not present to discuss the RSU-2 proposed Budget for FY21 which includes a 4.9% increase to Hallowell. RSU-2 Directors were conducting a meeting at this time.

11. UPDATE ON TIF DISTRICT ACCOUNTING:

City Manager presented a draft letter to DECD correcting the accounting in the Downtown TIF District and adding the HFL to the Downtown TIF District.

Lapointe-AuCoin-Motioned that Council approve draft letter to DECD as written.
Mayor Walker asked for a roll call. Motion unanimously approved

12. ORDER 20-07: COUNCIL AUTHORIZATION THAT THE CITY MANAGER AND TREASURER, BEGINNING JULY 1, 2020, MAY ISSUE PAYROLL CHECKS AND MAKE OTHER NECESSARY DEPARTMENTAL EXPENDITURES FOR THE CITY OF HALLOWELL CHARGEABLE TO THE APPROPRIATION FOR THE YEAR WHEN PASSED, IN AN AMOUNT SUFFICIENT TO COVER THE NECESSARY EXPENSES FOR THE VARIOUS DEPARTMENT UNTIL AN APPROPRIATION ORDER FOR FY 2020-2021 HAS BEEN ADOPTED. NO FUNDS MAY BE EXPENDED IN ANY LINE IN AN MOUNT IN EXCESS OF THOSE FUNDS APPROPRIATED FOR THE LINE IN FY 2019-2020.

Lapointe-AuCoin-Motioned that Council authorize expenditures in the 2020-2021 Fiscal Year per Order 20-07 until such time as the FY2020-2021 Municipal Expenditure Budget has been adopted.
Mayor Walker asked for a roll call. Motion unanimously approved

13. PRESENTATION OF THE FY20 TIF ALLOCATION TO THE GENERAL FUND:

City Manager Rudy presented his recommendation of allocation of TIF funds to offset FY20 General Fund expenses.

Lapointe-Dufour-Motioned that Council table this motion on an allocation of up to $119,000 of TIF funds to offset FY20 general fund expense, refer this allocation to the Finance Committee and bring it back to the Council at the July meeting. Mayor Walker asked for a roll call.
Motion unanimously approved

14. PRESENTATION OF THE FY21 EXPENSE AND REVENUE BUDGETS:

Finance Committee Chair Councilor Lapointe and City Manager Rudy presented Austere FY21 Expense and Revenue Budgets for a first reading. He also spoke on the process and timing for completing these Budgets, and the Capital Investment Budget. The Finance Committee reviewed a draft letter to DECD to correct the valuation number in the TIF document that was submitted to DECD when the TIF was approved and COVID-19 expenses. Discussion followed. Councilor Lapointe invited his fellow Council members to come to the next Finance Committee meeting June 17th and or send questions.

Lapointe-Dufour- Motioned that Council approve the first reading of the FY21 Expense and Revenue Budgets. Mayor Walker asked for a roll call. Motion unanimously approved

15. MARIJUANA LICENSE RENEWAL FOR FROST FACTORY: SEE ITEM 7E

16. MARIJUANA BUSINESS LICENSE RETAIL SELLER, MEDICAL : EASTERN RETAIL BROKERAGE LLC, EDWARD DUGAY, DBA HALLOWELL 4TWENTY, LOCATED AT 31 WATER STREET: SEE ITEM 7F

17. SPIRIT OF AMERICA AWARD:

Mayor Walker presented the 2020 Hallowell Spirit of America Award to Robert McIntire for his outstanding community service in many hats to the City of Hallowell.

18. PRESENTATION OF COUNCIL COMMITTEE REPORTS AND OTHER COMMITTEE REPORTS:

a. All-Age-Friendly- Report on file.
b. Finance – See Item 14.
c. Personnel and Policy- Report on file. Councilor Scully inquired if there was interest in a forum or event focused on the Coronavirus(e.g. book discussion about "The Plague" by Albert Camus, celebrating local heroes, and or other activities to engage the Hallowell community.
d. Hallowell Recycling Committee- Report on file.

19. MAYOR'S APPOINTMENTS / REPORT:

Mayor Walker nominated Katrina Schwiekert to the Hallowell Conservation Commission.
Lapointe-AuCoin-Moved that Council ratify this appointment.
Mayor Walker asked for a roll call. Motion unanimously approved

Mayor Walker asked the Council to recommend Councilor Diana Scully to the MMA Legislative Policy Committee.

Circo-Frett- Moved that Council recommend Councilor Scully to the MMA Legislative Policy Committee. Mayor Walker asked for a roll call. Motion unanimously approved

20. CITY MANAGER'S APPOINTMENTS / REPORT:

City Manager Rudy nominated Eric Nason as Reserve Police Officer to the HPD.

Lapointe-Scully- Moved that the Council ratify this appointment.
Mayor Walker asked for a roll call. Motion unanimously approved

City Manager Rudy requested that the Council consider partnering with Bernstein Shur and a variety of businesses, non-profits and municipalities creating a sign-on letter to Maine's Congressional delegation urging passage of $650 billion relief for municipalities.

Frett-Lapointe- moved that Council sign on to this letter. Mayor Walker asked for a roll call.
Motion unanimously approved

21. Lapointe-Frett-Motioned to adjourn the meeting at 9:17 p.m.

Mayor Walker asked for a roll call. Motion unanimously approved

Diane Polky
City Clerk

To Join Zoom Meeting:

https://us02web.zoom.us/j/83463874713?pwd=UWh5Sy9EWjdYK0NKNFh0UjhTaWE2UT09 Meeting ID: 834 6387 4713 Password: 019398 One tap mobile +13017158592,,83463874713#,,1#,019398# US (Germantown) +13126266799,,83463874713#,,1#,019398# US (Chicago)	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: 834 6387 4713 Password: 019398