



# CITY of HALLOWELL, MAINE

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

## CITY COUNCIL MEETING MONDAY, MAY 12, 2025 AT 6:00 PM

MEETING WAS IN-PERSON AT CITY HALL  
IN THE COUNCIL CHAMBERS & *AND VIA ZOOM*

### MINUTES

**1. CALL TO ORDER:**

The Council Meeting was called to order at 6:04 p.m. Mayor George Lapointe noted that Councilor Scott Cooper would be present via Zoom. The Mayor then read the meeting guidelines before proceeding.

**2. COUNCILORS PRESENT:**

Walter McKee, Scott Cooper (via zoom), Karen Knox, Michael Frett, Ben Gagnon, Danielle Obery and Lauren McPherson.

Also present: City Manager Gary Lamb, City Tax Collector & Treasurer Dawna Myrick, City Clerk Lisa Gilliam, Police Chief Christopher Giles, Code Enforcement Officer Sarah Moore and several other members of the public.

**3. ADJUSTMENTS TO THE AGENDA:**

There were no adjustments to the Agenda.

**4. COMMENTS/QUESTIONS IN PERSON FROM THE PUBLIC CONCERNING MATTERS NOT RELATED TO ITEMS ON THE AGENDA BUT GERMANE TO CITY BUSINESS:**

There were no Public Comment made.

**5. OTHER BUSINESS:**

a. Approval of a New Victualers License for Galyna Syrota who will be opening a bakery called Belle Boulangerie at 156 Water Street in Hallowell.

Motion by Councilor Knox for the City Council to approve a new Victualers License for Galyna Syrota's new bakery called Belle Boulangerie at 156 Water Street in Hallowell; motion seconded by Councilor McPherson.

Motion carried by unanimous vote 7-0.

**6. PRESENTATION BY STATE POLICE LIEUTENANT JASON MADORE ON HOW STATE POLICE PROVIDE A HALLOWELL EMERGENCY RESPONSE WHEN NO HPD OFFICERS ARE ON DUTY:**

Officer Madore was unable to attend the meeting. The Mayor and City Council moved on to the next Agenda item.

**7. PRESENTATION OF FISCAL YEAR 23/24 AUDIT BY THE NEW AUDITOR, RHR SMITH:**

Auditor Heather Hunter from RHR Smith was present and reviewed the City Audit for Fiscal Year 23/24 with the City Council. There was a brief discussion that followed. Motion by Councilor Frett to approve and accept the Fiscal Year 23/24 Audit as presented by RHR Smith; motion seconded by Councilor Obery.

Motion carried by unanimous vote 7-0.

**8. RESOLUTION 01-25-R, PROCLAMATION OF ARBOR WEEK:**

Motion by Councilor McKee for the City Council to adopt Resolution 01-25-R Proclamation of Arbor Week and direct the Mayor of Hallowell to sign on behalf of the City Council; motion seconded by Councilor Obery. Mayor Lapointe read the Proclamation of Arbor Week.

Motion carried by unanimous vote 7-0.

**9. APPROVAL OF BUSINESS LICENSE RENEWALS:**

Motion by Councilor McKee for the City Council to approve the list of Victualer's Licenses, Innkeepers Licenses, and Special Amusement Permits that will expire on May 31, 2025; motion seconded by Councilor Obery.  
Motion carried by unanimous vote 7-0.

**10. FIRST READING OF THE PROPOSED ORDINANCE TO AMEND THE MARIJUANA LICENSING RESTRICTIONS IN THE DOWNTOWN DISTRICT:**

Motion by Councilor McKee for the City Council to approve the First Reading of the Proposed Ordinance to Amend the Marijuana Licensing Restrictions in the Downtown District; motion seconded by Councilor McPherson. Mayor Lapointe noted this proposed change was to limit issuing Marijuana Licenses from three to two in the downtown district.  
Motion carried by a vote of 4-3 with Councilors Cooper, Gagnon & Knox opposed.

**11. SECOND READING OF THE PROPOSED ORDINANCE RELATING TO THE CITY COUNCIL STANDING COMMITTEES:**

Motion by Councilor Knox for the City Council to approve the Second Reading of the Proposed Ordinance Relating to the City Council Standing Committees; motion seconded by Councilor Obery.  
Motion carried by unanimous vote 7-0.

Councilor Gagnon made a motion to waive the third reading of the Proposed Ordinance Relating to the City Council Standing Committees; Motion seconded by Councilor McKee.  
Motion carried by unanimous vote 7-0.

**12. PRESENTATION OF THE 2025 SPIRIT OF AMERICA AWARD:**

Motion by Councilor Obery for the City Council to adopt Resolution 02-25-R conferring the 2025 Spirit of America Award on Vision Hallowell; motion seconded by Councilor Gagnon. Mayor Lapointe read the 2025 Spirit of America Award dedication to Vision Hallowell.  
Motion carried by unanimous vote 7-0.

**13. CONSERVATION COMMISSION REPORT ON VAUGHAN BROOK WATERSHED BASED MANAGEMENT PLAN:**

Rosemary Presnar, a member of the HCC, was present to give a brief update on the Vaughan Brook Watershed Report. The Council thanked Ms. Presnar for her and the members of the Hallowell Conservation Commission for their work in the community. There were no motions made by the City Council on this item.

**14. DISCUSSION CONCERNING THE LIBRARY'S \$15,000 REQUEST AND ALLOCATING TIF MONEY:**

Jill Lectka from the Library was present to make a request on their behalf. She said the Library is very grateful for the City Council and their contributions. Ms. Lectka is requesting additional funds to help them with costs until the end of this fiscal year. Discussion followed. Motion by Councilor Knox to reduce curtailment funds by \$4750 from the Library and take \$10,250 from Fund Balance to be used by the Library; motion seconded by Councilor McKee.  
Motion carried 6-1 with Councilor McPherson opposed.

**15. DISCUSSION CONCERNING THE IMPLEMENTATION OF AN INVESTMENT POLICY:**

The Finance Director Dawna Myrick discussed the different financial institutions and their interest rates. Discussion also included money and accounts being moved to generate more interest. CD's and aggressive investments were also briefly addressed. Mayor Lapointe thanked the staff and Councilor Cooper for their input on this item.  
No motions were made on this item.

**16. FINANCE COMMITTEE DISCUSSION CONCERNING THE PURCHASE OF A NEW POLICE CRUISER AND THE FUNDING OF A 5<sup>TH</sup> POLICE OFFICER:**

Police Chief Christopher Giles spoke about the need and benefits for the community with the addition of a 5<sup>th</sup> Police Officer. Chief Giles said that unfortunately the State Police and Sheriff's Department aren't always able to respond quickly to calls here in Hallowell due to the areas and locations they would also be covering during that time. A brief discussion followed. The topic of purchasing a new Police cruiser was also discussed; it was suggested that instead of purchasing a used cruiser, that it might be wise to use TIF funds to purchase a brand new vehicle for the PD. Discussion followed.  
No motions were made on this item.

**17. REQUEST FROM GASLIGHT THEATRE TO WAIVE THEIR RENTAL FEE FOR THE TWO SHOWS ON STEPHEN KING DAY WITH ALL PROCEEDS TO BENEFIT THE HUBBARD LIBRARY:**

There was a brief discussion amongst the Council on whether or not to waive the fees for this one time event. Motion by Councilor McKee for Gaslight Theatre to pay their usual rental fee for the two shows on Stephen King Day; motion seconded by Councilor McPherson.

Motion for Gaslight Theatre to pay their fees passed by a vote of 5-2 with Councilors Gagnon & Knox opposed.

Councilor McKee also requested the City Manager follow up on a new contract with Gaslight Theatre.

**18. CONSENT AGENDA:**

- a. City Council Meeting Minutes: April 7, 2025
  - b. Roll of Accounts for April 2025 in the amount of \$531,711.71
  - c. Department/Office Reports: Treasurer, Public Works, Code Enforcement
- Motion by Councilor McKee to approve the consent agenda as presented; motion seconded by Councilor Obery.  
Motion carried by unanimous vote 7-0.

**19. CITY MANAGER’S REPORT:**

City Manager Lamb reviewed his monthly report. Items discussed were the RFP for the Old Fire Station and he also informed the City Council that our Code Enforcement Officer Sarah Moore had completed and passed all of her exams to acquire the licenses needed for her work.

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

- a. Age-Friendly Committee
  - b. Conservation Commission
  - c. RSU 2 Board Minutes
  - d. Tree Board Minutes
- Motion by Councilor Knox to approve the Consent Agenda as presented; motion seconded by Councilor Obery.  
Motion carried by unanimous vote 7-0.

**21. MAYOR’S REPORT/APPOINTMENTS:**

- a. Benjamin Gagnon – Recreation Commission
  - b. Ryan Gordon – Recreation Commission
  - c. Jean McWilliams – HCC Representative to Recreation Commission
- Motion by Councilor Knox to approve the Mayor’s appointments; motion seconded by Councilor Obery.  
Motion carried by unanimous vote 7-0.

**22. SUMMARIZE ALL NEW TASKS ASSIGNED TO STAFF THIS EVENING:**

Tasks were reviewed by the Council and City Manager.

**23. ADJOURNMENT:**

Motion by Councilor Knox to adjourn; motion seconded by Councilor Obery.  
Motion carried by unanimous vote 7-0.

Meeting adjourned at 8:23 p.m.

Respectfully submitted by:  
Lisa J. Gilliam, City Clerk