



# CITY of HALLOWELL, MAINE

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

## CITY COUNCIL MEETING MONDAY, JUNE 9, 2025 AT 6:00 PM

IN-PERSON AT CITY HALL IN THE COUNCIL CHAMBERS

*ZOOM WAS ALSO AVAILABLE FOR THIS MEETING*

### MINUTES

**1. CALL TO ORDER:**

The Council Meeting was called to order at 6:04 p.m. Mayor George Lapointe then read the meeting guidelines before proceeding.

**2. COUNCILORS PRESENT:**

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

Also present: City Tax Collector & Treasurer Dawna Myrick, City Clerk Lisa Gilliam, and several other members of the public.

**3. ADJUSTMENTS TO THE AGENDA:**

None.

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

Bob McIntire, 6 Perkins Lane – Mr. McIntire requested the City Council formally recognize resident and City Historian Sam Webber who is retiring after holding the position for 28 years.

Motion by Councilor Frett to include the recognition of Sam Webber, who is retiring after 28 years as the City Historian, at the next City Council Meeting in July; motion seconded by Councilor Obery. Motion carried by unanimous vote 7-0.

**5. APPOINTMENT OF CITY CLERK AS THE INTERIM CITY MANAGER THROUGH JUNE 22, 2025:**

Mayor Lapointe noted that the new City Manager Ross McLellan would be starting his position with the City of Hallowell as City Manager on June 23, 2025. In the meantime, City Clerk Lisa Gilliam has agreed to step in as the Interim City Manager until that date.

Motion by Councilor McKee to appoint City Clerk Lisa J. Gilliam as the interim City Manager through June 22, 2025; motion seconded by Councilor Knox. Motion carried by unanimous vote 7-0.

**6. PUBLIC HEARING:**

Mighty Viking, Inc. is requesting the approval of a Renewal Application for a Marijuana Business License which is located at 301 Water Street, Ste. 2, Hallowell.

Mayor Lapointe began the Public Hearing at 6:08 p.m. Seeing and hearing no public comment, the Mayor closed the Public Hearing at 6:09 p.m.

**7. PUBLIC HEARING:**

Frost Factory LLC is requesting the approval of a Renewal Application for a Marijuana Business License which is located at 144 Water Street in Hallowell.

Mayor Lapointe began the Public Hearing at 6:09 p.m. Seeing and hearing no public comment, the Mayor closed the Public Hearing at 6:10 p.m.

**8. OTHER BUSINESS:**

- a. Approval of an application for a Parade at 10:00 a.m. on Saturday, July 19, 2025 to celebrate Old Hallowell Day. Motion by Councilor Knox for the City Council to approve a Parade application for Old Hallowell Day on Saturday, July 19, 2025; motion seconded by Councilor Obery. Motion approved by unanimous vote 7-0.
- b. Request from Mighty Viking, Inc. for an approval of a Renewal Application for a Marijuana Business License. This license is for a Manufacturing Facility which is located at 301 Water Street, Ste. 2 in Hallowell. Motion by Councilor Obery for the City Council to approve a Renewal Application for a Marijuana Business License in the name of Mighty Viking, Inc. which is located at 301 Water Street, Ste. 2 in Hallowell; motion seconded by Councilor Gagnon. Motion carried by unanimous vote 7-0.
- c. Request from Frost Factory LLC for an approval of a Renewal Application for a Marijuana Business License. This license is for a Retail Seller – Medical, with the property being located at 144 Water Street in Hallowell. Motion by Councilor Frett for the City Council to approve a Renewal Application for a Marijuana Business License in the name of Frost Factory LLC, for a Retail Seller – Medical, which is located at 144 Water Street in Hallowell; motion seconded by Councilor McKee. Motion carried by unanimous vote 7-0.
- d. Request from Raymond Vallee Jr. for the approval of a Mass Gathering Permit for Valleepalooza 2025. This event will be held on Saturday, July 26, 2025 from 10am to 7pm at the Thomas College Ice Vault with the address of 203 Whitten Road in Hallowell. Motion by Councilor McKee for the City Council to approve a Mass Gathering Permit for Valleepalooza 2025, to be held at the Thomas College Ice Vault on July 26, 2025 from 10am to 7pm.; motion seconded by Councilor Obery. Motion carried by unanimous vote 7-0.

**9. DISCUSSION OF GRADUAL ADOPTION AND IMPLEMENTATION OF FULL MUBEC STANDARDS:**

Code Enforcement Officer Sarah Moore spoke about the MUBEC Standards and the affect they have on construction jobs. She said the City is committed to following MUBEC standards because the City has already adopted them and Ms. Moore also noted that all current builds are required to following MUBEC. A brief discussion followed. Mayor Lapointe suggested the City have a Public Meeting in the auditorium and make the public aware.

**10. FIRST READING OF THE PROPOSED ORDINANCE TO AMEND CHAPTER 9 TO COMPLY WITH LD 2003 AFFORDABLE HOUSING REQUIREMENTS:**

Councilor McKee spoke about this item and his recommendation. Motion by Councilor McKee to have the Ordinance Review Committee further explore the Proposed Ordinance to Amend Chapter 9 to Comply with LD 2003 Affordable Housing Requirements; motion seconded by Councilor Gagnon. Motion carried by unanimous vote 7-0.

**11. THIRD 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 Third Reading of the Proposed Ordinance to Amend the Marijuana Licensing Restrictions in the Downtown District; motion seconded by Councilor Knox. Motion carried by unanimous vote 5-2 with Councilors Cooper and Gagnon opposed.

**12. CONTINUING ORDER 25-01 TO ALLOW FOR FY 24/25 BUDGET NUMBERS TO CONTINUE UNTIL A NEW FY 25/26 BUDGET IS APPROVED:**

Mayor Lapointe noted that since the City does not have an approved it's required that a Continuing Order be passed. Discussion followed.

Motion by Councilor McKee for the City Council to approve Continuing Order 25-01 to Allow for FY 24/25 Budget Numbers to Continue until a new FY 25/26 Budget is Approved; motion seconded by Councilor Knox. Motion carried by a vote of 5-2 with Councilors Cooper and McPherson opposed.

Motion by Councilor McKee to suspend the rules and waive the second reading; motion seconded by Councilor Obery. Motion carried by a vote of 5-2 with Councilors Cooper and McPherson opposed.

**13. DISCUSSION WITH POSSIBLE ACTION CONCERNING SALE OF THE OLD FIRE STATION:**

Councilor Frett reviewed the proposal and said he supports it. He also mentioned that a counter-proposal had been made and this proposal included the parking lot area. Discussion followed. Mayor Lapointe said that the parking lot had been purchased years back with CBDG Funds and that if it was sold the City would need to reimburse that money back to CBDG. Mayor Lapointe recommended this be further reviewed by the City's Property, Public Land & Transportation Committee.

**14. DISCUSSION WITH POSSIBLE ACTION ON THE FOREST MANAGEMENT PLAN:**

Mayor Lapointe said this item would go back to the Tree Board for further discussion. No motions were made on this item.

**15. INITIAL DISCUSSION WITH POSSIBLE ACTION ON A DRAFT CONTRACT WITH GASLIGHT THEATRE:**

Richard Bostwick was present and represented Gaslight Theatre at this meeting. Mr. Bostwick said he had time to review the new contract and that he was very concerned with the increase in rental cost. Currently they pay \$800 and he feels this increase is just too high. Discussion continued and it was recommended that Mr. Bostwick meet with the Board of Directors for Gaslight Theatre to further review.

Motion by Councilor McKee to approve the Draft Contract as the City of Hallowell's proposal to Gaslight Theatre; motion seconded by Councilor Frett. Motion carried by unanimous vote 7-0. *This item will be added to the August 2025 Agenda.*

**16. CONSENT AGENDA:**

- a. City Council Meeting Minutes: May 12, 2025
- b. Roll of Accounts for May 2025 in the amount of \$949,917.83
- 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.

**17. CITY MANAGER'S REPORT:**

None

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

- a. Age Friendly Committee
- b. Arts & Cultural Committee
- c. Hallowell Conservation
- d. Historic Hallowell
- e. Kennebec River Rail Trail
- f. Property & Public Lands
- g. Tree Board

Motion by Councilor Knox to approve the Consent Agenda as presented; motion seconded by Councilor Obery. Motion carried by unanimous vote 7-0.

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

Mayor Lapointe gave a quick review of his report. He noted the transition of City Managers and that Ross McLellan would be joining the City on June 23<sup>rd</sup>. The Mayor reminded everyone that voting would be taking place tomorrow and that the only thing to be voted on would be the School Budget which is very important.

Mayor Lapointe asked the City Council to consider Jeff Romano as an appointment to the Board of Assessors. Motion by Councilor McKee to appoint Jeff Romano to the Board of Assessors; motion seconded by Councilor Obery. Motion carried by unanimous vote 7-0.

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

Mayor Lapointe said he would issue a list of assigned tasks following this meeting.

**21. INITIAL EXPENSE BUDGET DISCUSSION FOR FISCAL YEAR 25/26:**

City Council discussed acquiring a new Police cruiser that would be purchased with TIF funds. They also discussed hiring a 5<sup>th</sup> Police Officer to file the position that has been open for the past two years. The City Councilors requested information on the maintenance of Police vehicles and what that cost has been over the past few years. They also wanted to know the Police Officer's schedules and the overtime they have received. No motions were made.

**22. EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS: 1 M.R.S.A. § 405(6)(B):**

Motion by Councilor McKee to enter into Executive Session; motion seconded by Councilor Cooper. Motion carried by a vote of 7-0.

Motion by Councilor McKee to exit the Executive Session; motion seconded by Councilor Frett. Motion carried by unanimous approval 7-0.

Motion by Councilor McKee to compensate the Interim City Manager at \$48.00/Hour; motion seconded by Councilor Gagnon. Motion carried by a vote of 5-2.

Motion to adjourn by Councilor Frett; motion seconded by Councilor McKee. Motion carried by unanimous vote 7-0.

Meeting adjourned at 9:00 p.m.

Respectfully submitted by:  
Lisa J. Gilliam, City Clerk