



CITY of HALLOWELL, MAINE

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

CITY COUNCIL MEETING MONDAY, JULY 7, 2025 AT 6:00 PM

IN-PERSON AT CITY HALL IN THE COUNCIL CHAMBERS

ZOOM WAS AVAILABLE FOR THIS MEETING

MINUTES

1. CALL TO ORDER:

Mayor Lapointe called the meeting to order at 6:00 p.m. The Mayor 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 Manager Ross McLellan, City Clerk Lisa Gilliam, and several other members of the public.

3. ADJUSTMENTS TO THE AGENDA:

Motion by Councilor McKee to add the following items to the Agenda:

5A. The 2025 Old Hallowell Day Committee presentation of the Barry Timson Award and the Hallowell Citizen of the Year.

8A. Request To Submit Certified Copies Of The LMO To The State Of Maine Pesticide Board:

20A. Motion To Go Into Executive Session Pursuant To Labor Contracts/Negotiations Labor Contracts/Negotiations 1 M.R.S.A. § 405(6)(D) And To Have City Manager Present.

Motion seconded by Councilor Cooper. Motion carried by unanimous vote 7-0.

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

None.

5. RECOGNITION OF SAM WEBBER AS THE CITY HISTORIAN WHO IS RETIRING AFTER HAVING THIS POSITION WITH THE CITY FOR OVER 28 YEARS:

Mayor Lapoint spoke of the years Mr. Webber had served as the City Historian and what an integral part of the community he has been for so long. The Mayor then presented Mr. Webber with a plaque on behalf of the City of Hallowell. State of Maine Representative to the Legislature Dan Shagoury then presented a Resolution to Mr. Webber on behalf of the State of Maine House of Representatives. Mr. Webber was very gracious and thanked the City and State for these honors presented tonight. He also thanked the Hallowell Community and said it had been an honor to serve as the City Historian for so many years.

5A. THE 2025 OLD HALLOWELL DAY PRESENTATION OF THE BARRY S. TIMSON AWARD AND THE HALLOWELL CITIZEN OF THE YEAR:

Erin McGrath, President of the Old Hallowell Day Committee, presented the 2025 Barry S. Timson Award to Abigail Perry for her unwavering commitment to the City of Hallowell. Ms. McGrath then presented the 2025 Hallowell Citizen of the Year Award to local artist Christopher Cart. Ms. Perry and Mr. Cart each thanked the Old Hallowell Day Committee for being honored with these awards.

6. DISCUSSION WITH POSSIBLE ACTION – DONATION OF WORSTER HOUSE CHINA CABINET TO CITY OF HALLOWELL:

This china cabinet will be stored at the Dr. Hubbard House.

Motion by Councilor Knox to approve the Donation of a China Cabinet to the City of Hallowell which will be stored at the Dr. Hubbard House; motion seconded by Councilor Gagnon. Motion carried by unanimous vote 7-0.

7. PUBLIC HEARING FOR A LIQUOR LICENSE EXTENSION APPLICATION FROM THE FRATERNAL ORDER OF EAGLES #3137, WHICH IS LOCATED AT 49 WATER STREET IN HALLOWELL:

Mayor Lapoint opened the Public Hearing at 6:20 p.m. Gary Desrosiers from the Eagles Club was present via Zoom and said this License would allow members of the club to consume alcohol in an enclosed area outside of the building. The Mayor closed the Public Hearing at 6:21 p.m.

8. PUBLIC HEARING FOR A LIQUOR LICENSE FOR MAPLE HILL ADVENTURES D/B/A MAPLE HILL INN & CONFERENCE CENTER WITH IS LOCATED AT 11 INN ROAD IN HALLOWELL:

Mayor Lapointe opened the Public Hearing at 6:21 p.m. Current owner of the Inn, Scott Cowger, spoke briefly. He urged the Council to support the new owners and to allow the transfer of the Liquor License. The soon-to-be owners of the Inn, Shelley Emmons and Angela Bovill, introduced themselves to the City Council and said they are looking forward to joining the community as business members. Public Hearing closed at 6:25 p.m.

8A. REQUEST TO SUBMIT CERTIFIED COPIES OF THE LMO TO THE STATE OF MAINE PESTICIDE BOARD:

Motion by Councilor McKee to submit the certified copies of the LMO to the State Pesticide Board; motion seconded by Councilor Cooper. Motion carried by unanimous vote 7-0.

9. OTHER BUSINESS:

- a. Consideration of a Permanent Liquor License Extension Application from the Fraternal Order of Eagles #3137, which is located at 49 Water Street in Hallowell;
Motion by Councilor Frett for the City Council to authorize a Permanent Liquor License Extension Plan for the Fraternal Order of Eagles #3137, located at 49 Water Street in Hallowell; motion seconded by Councilor Knox. Motion carried by unanimous vote. Discussion followed.

Motion by Councilor McKee to reconsider the previous Council vote; motion seconded by Councilor Gagnon. Motion carried by unanimous vote 7-0. Discussion continued.

Motion by Councilor Frett for the City Council to authorize a Permanent Liquor License Extension Plan for the Fraternal Order of Eagles #3137, located at 49 Water Street in Hallowell with no permanent structures to be added; motion seconded by Councilor Knox. Motion carried by unanimous vote 7-0.

- b. Consideration of a Liquor License for Maple Hill Adventures D/B/A Maple Hill Inn & Conference Center which is located at 11 Inn Road in Hallowell:
Motion by Councilor Cooper for the City Council to authorize a Liquor License for Maple Hill Adventures D/B/A Maple Hill Inn & Conference Center which is Located at 11 Inn Road in Hallowell; motion seconded by Councilor Gagnon. Motion carried by unanimous vote 7-0.
- c. Consideration of an Innkeeper's License for Maple Hill Adventures D/B/A Maple Hill Inn & Conference Center:
Motion by Councilor Knox for the City Council to approve and authorize an Innkeepers License for Maple Hill Adventures D/B/A Maple Hill Inn & Conference Center; motion seconded by Councilor Cooper. Motion carried by unanimous vote 7-0.
- d. Consideration of a Victualers License for Maple Hill Adventures D/B/A Maple Hill Inn & Conference Center which is located at 11 Inn Road in Hallowell:
Motion by Councilor Knox for the City Council to approve and authorize a Victualers License for Maple Hill Adventures D/B/A Maple Hill Inn & Conference Center; motion seconded by Councilor Frett. Motion carried by unanimous vote 7-0.
- e. Consideration of a Transient Seller/Victualers License for Old Hallowell Day which will take place on Saturday, July 19, 2025:
Motion by Councilor Frett for the City Council to approve and authorize a Transient Seller/Victualers License for Old Hallowell Day which will take place on Saturday, July 19, 2025 and to include this license to cover the vendors on Friday, July 18, 2025 as well; motion seconded by Councilor Knox. Motion carried by unanimous vote 7-0.

10. DISCUSSION WITH DAVID MCINTOSH CONCERNING TPX RETIREMENT OPTIONS FOR CITY EMPLOYEES:

Motion by Councilor Cooper to forward the TPX Retirement Options to the Personnel Committee for review; motion seconded by Councilor Frett. Motion carried by unanimous vote 7-0.

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

Motion by Councilor Gagnon for the City Council to table the First Reading of the Proposed Ordinance to Amend Chapter 9 to comply with LD 2003 Affordable Housing Requirements and forward this to the Ordinance Review Committee; motion seconded by Councilor McKee. Motion carried by unanimous vote 7-0.

12. FISCAL YEAR 2026 BUDGET DISCUSSION AND FIRST READING:

Motion by Councilor Frett for the City Council to approve the First Reading of the FY26 Municipal Expense Budget and to schedule a Public Hearing and Second Reading at the August City Council Meeting; motion seconded by Councilor Obery. A brief discussion followed. Mayor Lapoint noted that the Labor Negotiations were still ongoing at this time. Motion carried by unanimous vote 7-0.

13. DISCUSSION WITH POSSIBLE ACTION ON THE FOREST MANAGEMENT PLAN:

Motion by Councilor McKee for the City Council to approve the Forest Management Plan; motion seconded by Councilor Obery. Motion carried by unanimous vote 7-0.

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

Motion by Councilor McKee to accept the report from the Property Committee and grant four (4) parking spaces in the sales agreement; motion seconded by Councilor Frett. Motion carried by unanimous vote 7-0. Discussion continued.

Motion by Councilor McKee to move forward with the sale of the Old Fire Station and finalize the purchase and sales agreement with our legal counsel; motion seconded by Councilor Frett. Motion carried by unanimous vote 7-0.

Mayor Lapoint thanked all of those who have been involved with this on-going discussion/project. The Old Fire Station has been the subject of many meetings over the years and has now, after all this time, come to a final decision.

15. UPDATE ON DANGEROUS BUILDING PROCESS:

Code Enforcement Officer Sarah Moore spoke about the rise in the number of dangerous buildings in Hallowell and what constitutes a dangerous building. CEO Moore also spoke on the process required by law on how to handle these types of situations. The City Council made no motions on this item.

16. CONSENT AGENDA:

- a. City Council Meeting Minutes: June 9, 2025
 - b. Roll of Accounts for June 2025 in the amount of \$274,348.13.
 - c. Department/Office Reports: Treasurer, Public Works, Code Enforcement
- Motion by Councilor Knox for the Council to approve the consent agenda as presented but with a correction to the Minutes from May 27, 2025. Councilor Knox requested on Item 3 that the second line, regarding the statement she read, be removed from the minutes; motion seconded by Councilor McKee. Motion carried by unanimous vote.

17. CITY MANAGER'S REPORT:

Newly hired City Manager Ross McLellan introduced himself to those who were in attendance. Manager McLellan expressed his gratitude to the previous City Manager Gary Lamb for making this a smooth transition. He also stated that he has an open door policy with the public and employees. Manager McLellan then reviewed his monthly report for the time he has been here.

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

- a. Hallowell Historic Committee
 - b. b. RSU #2 Board of Directors
- Motion by Councilor McKee to approve the Consent Agenda as presented; motion seconded by Councilor Cooper. Motion carried by unanimous vote 7-0.

19. MAYOR'S REPORT/APPOINTMENTS:

Mayor Lapoint discussed a climate network he has joined along with other Mayors. Mayor Lapoint also requested the appointment of Nichola Garvan to the Historic Hallowell Committee. Motion by Councilor McKee to approve the appointment of Nichola Garvan to the Historic Hallowell Committee; motion seconded by Councilor Knox. Motion carried by unanimous vote 7-0.

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

After a brief discussion, the City Council said this monthly item on the agenda would no longer be necessary.

**20A. MOTION TO GO INTO EXECUTIVE SESSION PURSUANT TO LABOR CONTRACTS/NEGOTIATIONS
LABOR CONTRACTS/NEGOTIATIONS 1 M.R.S.A. § 405(6)(D):**

Motion by Councilor McKee to enter into Executive Session; motion seconded by Councilor Frett. Motion carried by unanimous vote 7-0.

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

21. ADJOURNMENT:

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

Meeting adjourned at approximately 8:45 p.m.

Respectfully submitted by:
Lisa J. Gilliam, City Clerk