



CITY of HALLOWELL, MAINE

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

CITY COUNCIL MEETING MONDAY, SEPTEMBER 8, 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 George Lapointe called the meeting to order at 6:00 p.m. The Mayor then proceeded to read the meeting guidelines. Mayor Lapointe noted that Councilors Walter McKee and Karen Knox would be absent for the meeting.

2. COUNCILORS PRESENT:

Scott Cooper, 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 community.

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:

- Sandra Audette who is a resident at the Cotton Mill Apartments spoke about parking at the complex. She said there have been concerns with parking next to the building and receiving parking violations for doing so; she said many of the residents were confused about this matter and were hoping for clarification from the Council. Mayor Lapointe said he would speak with the Police Chief about this matter and hopefully find a resolution.
- Kimberly Skofield introduced herself to the Council as her new business was about to open in the downtown. Ms. Skofield is the owner of Uncorked Wine & Cheese; she said she's very happy to have her business as a part of the Hallowell community.
- Maggie Warren who is a resident at 6 Beech Street, spoke about the train tracks that cross Winthrop Street. She said the condition of the tracks are very poor and are a nuisance for those who have to drive over them on a regular basis. Ms. Warren would like to see them removed instead of repaired.

5. PUBLIC HEARING FOR A MARIJUANA BUSINESS LICENSE (RETAIL SELLER - MEDICAL, MANUFACTURING FACILITY) FOR HALLOWELL 4TWENTY LLC, WHICH IS LOCATED AT 31 WATER STREET IN HALLOWELL:

Mayor Lapointe opened the Public Hearing at 6:20 p.m. Jeannie Ross, who resides at 5 North Street asked if there had been any changes to the license this year compared to last year. City Clerk Lisa Gilliam said there were no changes to the license. Mayor Lapointe closed the Public Hearing at 6:22 p.m.

6. OTHER BUSINESS:

- a. Consideration of a Marijuana Business License (Retail Seller - Medical, Manufacturing Facility) For Hallowell 4twenty LLC, which is Located At 31 Water Street in Hallowell:

Motion by Councilor Frett for the City Council to approve the authorization of a Marijuana Business License for Hallowell 4twenty LLC, which is Located at 31 Water Street in Hallowell; motion seconded by Councilor Obery. Motion carried by unanimous vote 5-0.

7. DISCUSSION AND POSSIBLE ACTION ON THE RENEWAL CONTRACT FOR GASLIGHT THEATRE:

Richard Bostwick was present to represent Gaslight Theatre for this discussion. City Manager Ross McLellan said he had reviewed the contract and that a rental fee of \$1,200 was acceptable. Requests were made by Gaslight Theatre to use an air conditioner in the dressing area for the performers because it can get quite hot during summer months. City Manager McLellan said he does not recommend the use of an air conditioner in the dressing area; Councilor Frett agreed. Mr.

Bostwick also asked if the Police Department could get a microwave to use in their department instead of using the one in the dressing room because it makes it difficult for the theatre group during performances. Discussion followed. The Mayor asked the City Manager to review the lease agreement again and make any necessary changes. It was also decided that the issue of an air conditioner in the dressing room would be left up to the discretion of the City Manager. Mayor Lapointe asked to have the lease agreement ready for approval at the November Council Meeting.

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

Motion by Councilor Frett for the City Council to approve the First Reading of the Proposed Ordinance to Amend Chapter 9 to comply with LD 2003 Affordable Housing Requirements; motion seconded by Councilor Obery. It was noted that the Ordinance Review Committee will meet on September 30th and review this item further with the officials from KVCOG and that potential changes might be made and presented at the second reading. Motion carried by unanimous vote 5-0.

9. RATIFICATION OF THE LABOR CONTRACT FOR JULY 1, 2025 TO JUNE 30, 2028:

Motion by Councilor Gagnon for the City Council to ratify the three year contract between the City of Hallowell and Granite City Employees Association from July 1, 2025 to June 30, 2028 as presented and direct the City Manager to sign the contract; motion seconded by Councilor Frett. Motion carried by unanimous vote 5-0.

10. CONSENT AGENDA:

- a. City Council Meeting Minutes: August 8, 2025
- b. Roll of Accounts for June 2025 in the amount of \$1,097,928.82
- c. Department/Office Reports: Treasurer, Public Works, Code Enforcement

Motion by Councilor Obery to approve the consent agenda as presented; motion seconded by Councilor Gagnon. A brief discussion followed concerning sidewalks being replaced on Greenville Street, and the Code Enforcement fee schedule and the income it generates. Motion carried by unanimous vote 5-0.

11. CITY MANAGER'S REPORT:

The City Manager reviewed the following:

- The Winthrop Street sidewalk reimbursement in the amount of \$114,000.
- The Fire Department received a \$40,000 grant for radio upgrades and they have shared this with the Police Department.
- The Purchase & Sale Agreement for the old fire station is moving forward.

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

- a. Kennebec River Rail Trail

Motion by Councilor Obery to approve the Committee Reports as presented; motion seconded by Councilor Cooper. Motion carried by unanimous vote 5-0.

13. MAYOR'S REPORT/APPOINTMENTS:

Mayor Lapointe discussed the current vacancy on the RSU2 School Board that needs to be filled. The upcoming Council Workshop was also briefly discussed.

Mayor Lapointe had one appointment to present to the City Council:

- Appointment to the Tree Board – Tracy Hodge

Motion by Councilor Cooper to appoint Tracy Hodge to the Tree Board; motion seconded by Councilor Obery. Motion carried by unanimous vote 5-0.

14. ADJOURNMENT:

Motion by Councilor Cooper to adjourn; motion seconded by Councilor Obery. Motion carried 5-0.

Meeting adjourned at 7:21 p.m.

Respectfully submitted by,
Lisa J. Gilliam, City Clerk