



**GARDINER CITY COUNCIL**  
**AGENDA ITEM INFORMATION SHEET**



Meeting Date	11/20/2024	Department	City Clerk
Agenda Item	4.k)Approval of City Council Meeting Minutes from 10/30/24 and 11/6/24		
Est. Cost	N/A		

Background Information

Please see the attached documentation.

Requested Action	"I move to approve the City Council meeting minutes from October 30, 2024 and November 6, 2024."
City Manager and/or Finance Review	
Council Vote/ Action Taken	
Departmental Follow-Up	

City Clerk Use Only	1 <sup>st</sup> Reading _____	Advertised _____	EFFECTIVE DATE _____ _____
	2 <sup>nd</sup> Reading _____	Advertised _____ w/in 15 Days	
	Final to Dept _____	Updated Book _____	Online _____



CITY COUNCIL SPECIAL MEETING DRAFT MINUTES  
GARDINER CITY COUNCIL CHAMBERS  
WEDNESDAY, OCTOBER 30, 2024 @ 5:00 PM

Gardiner City Council is conducting an Executive Session only.

1. ROLL CALL / PLEDGE OF ALLEGIANCE

City Council Present: Mayor Hart, Councilor Brown, Councilor Greenleaf, Councilor Cusick, Councilor Kimball, Councilor Babcock, Councilor Dolley, Councilor Grant.

Others Present: Don Gerrish.

2. EXECUTIVE SESSION - Pursuant to M.R.S.A. 405 § (6)(A): Discussion regarding City Manager vacancy.

**Action: Councilor Cusick moved to enter into executive session Pursuant to M.R.S.A. 405 § (6)(A): Discussion regarding City Manager vacancy at 4:58pm. Councilor Babcock seconded the motion. No further discussion. Unanimously approved. Out at 7:32pm.**

3. ADJOURN

**Action: Councilor Greenleaf moved to adjourn the meeting at 7:33pm. Councilor Cusick seconded the motion. No further discussion. Unanimously approved.**





**COUNCIL DRAFT MEETING MINUTES  
GARDINER CITY COUNCIL  
WEDNESDAY, NOVEMBER 6, 2024**

**1. ROLL CALL / PLEDGE OF ALLEGIANCE**

**City Council Present:** Mayor Hart, Councilor Brown, Councilor Greenleaf, Councilor Cusick, Councilor Kimball, Councilor Babcock, Councilor Dolley, Councilor Grant.

**City Employees Present:** Hailee Lovely- Deputy City Clerk, Denise Brown-Finance Director, Melissa Lindley- Economic Development Director, John Cameron- Public Works Director.

**Others Present:** Marc Cone, Robert Abbey, Dorothy Washburne, Claire Marron, Peter Malyer, Brian Keiser-DOT Engineer, Dakota Hewlett- DOT.

**2. PUBLIC COMMENT**

Councilor Cusick read a letter from an Elks Lodge member. They are creating a Winter clothing drive in conjunction with the Schools Tiger Food Pantry that will start on November 15, 2024. Denise will discuss it with DH's and send an email to all City Employees. A box will be placed at City Hall.

**3. PETITIONS / PUBLIC HEARINGS PETITIONS / PUBLIC HEARINGS**

- a) Public Hearing regarding an Outside Consumption Permit for The Table Bar  
Mayor Hart opened the public hearing at 6:06pm. There being no comment, she closed it at 6:06pm.

**4. NEW BUSINESS:**

- a) Presentation on the Downtown Sidewalk Improvement Design Plans and Recommendations  
Councilor Grant and Councilor Brown spoke on this project with an overview. Members of the project are here as well to speak on this. The preliminary design of phase one has been going on for a year. Brian Keiser-Dot Engineer explained the mapped-out plan. Councilor Greenleaf shared his concerns on losing the spot in front of the bank and dominos is a big issue for the bank, and a raised crosswalk is a big issue for plowing and snow removal. Dorothy Washburn is concerned about the pump outs in front of Reny's causing issues for the two-way traffic. Dakota Hewlett- Spoke on the funding opportunities available for this project. Estimated earliest start time for best case scenario would be 2027 to 2028.
- b) Consideration of approval regarding an Outside Consumption Permit for The Table Bar  
**Action: Councilor Brown moved to approve the Outside Consumption Permit for The Table Bar. Councilor Babcock seconded the motion. No further discussion. Unanimously approved.**

- c) Consideration of consent to spend the final ARPA funds in the amount of \$9,500.00 for Codification Services  
*Melissa Lindley- Economic Development Director spoke on this topic.*  
There was no action. Melissa to find out what Augusta City Hall paid to have their codification done. This will be back on the agenda on November 20, 2024.
- d) Discussion on the Consultant Selection for the Climate Vulnerability Assessment  
*Melissa Lindley- Economic Development Director presented this topic. Melissa to proceed with contract with Haley Ward.*
- e) Consideration of approval of the Annual Report for the Summer Street Affordable Housing Development TIF District  
**Action: Councilor Dolley moved to approve the Annual Report for the Summer Street Affordable Housing Development TIF District. Councilor Greenleaf seconded the motion. No further discussion. Unanimously approved.**
- f) Approval of the City Council meeting minutes from October 16, 2024  
**Action: Councilor Grant moved to approve the City Council Meeting Minutes from October 16, 2024. Councilor Kimball seconded the motion. No further discussion. Unanimously approved.**
- g) **Addendum** Certification of the November 5<sup>th</sup>, 2024 School Board Election Results  
**Action: Councilor Cusick moved to approve November 5<sup>th</sup>, 2024 School Board Election Results. Councilor Kimball seconded the motion. No further discussion. Unanimously approved.**

5. DEPARTMENT HEAD REPORTS – N/A

6. INTERIM CITY MANAGER REPORT

- On October 22 the City was finally notified that FEMA had obligated \$1.3M for the Harrison Avenue slope failure from the May and December 2023 storms. The projects have been moved from FEMA to MEMA to manage the payments to the City. While the money isn't available yet, we will be moving forward with bidding the work which we anticipate will start in the Spring and end in the next summer or fall. Notices went out to abutters last week.
- With the assistance of Chuck Applebee of Water Quality & Compliance, the City put out an RFP for an update to the Wastewater Combined Sewer Overflow Master Plan. The last time it was updated was in 2019. We had two bidders - both with excellent qualifications. However, one was half the cost of the other. Both Farmingdale and Gardiner reviewed the bids and selected Olver Associates who bid approx. \$100K depending on the number of meetings, reimbursable expenses, etc. You might recall that we budgeted \$50K in this fiscal year and plan to budget another \$50K in FY26 to pay for this plan update.
- Gardiner has had some very large loads/houses/trailers traveling through downtown Gardiner creating some very unsafe situations and unfortunately doing damage to some of our businesses. These transporters were being directed through Gardiner by DOT. The Code Enforcement Officer contacted DOT and asked them to discontinue this practice.



- The Public Works Director and I have moved the two Buildings and Grounds maintenance operators into the Public Works Department as Laborers. This will allow for a more unified department with the potential for cross-over of some duties. This has needed to happen for a very long time.
- The city has hired two WW Operators - one starting Monday and one starting tomorrow.
- Public Works crews are starting to put up holiday decorations and new banners will arrive and be put up in a couple of weeks.
- Ornamental Lights on Water Street have all been fixed. There are a couple of remaining lights that would require extensive work and costs to repair and will remain out until the sidewalk project is done. The Public Works crew has identified a complete list of non-working Streets. We are working with the contractor to begin work as soon as possible.
- Reminder: MMA Elected Officials Workshop on Tuesday, November 19 from 4-7:30 pm (Webinar)
- Reminder: Invitation to the Annual Employee Holiday Party

## 7. COUNCIL REPORT/COMMITTEE UPDATES

**Mayor Hart:** Thanks to everyone on the Sidewalk committee, that is not easy. Thanks to Councilor Grant for making it much clearer. I would like the map posted for the public to see. "Here Here" to everything everyone said. Very professionally done and well handled. Thank you to the Boys and Girls Club for all their hard work and accommodations. This makes it much easier for many more community members to participate in person. Executive session on Tuesday November 19, 2024 at 5pm. I love the invitation to help the Elks Lodge with the donations. Request to switch two new mills dam committee members their rolls. Need to start planning our January Board and Goal setting workshop.

**Councilor Brown:** Thanks to the PW Director for all the work. Congratulations to the office and volunteers for the election day, it ran so smoothly. Congrats to those that were elected. I would like to know the timeline on the new website. Melissa Lindley hopes to have it launched by the end of the year. Solid waste and recycling, we are just about done with what we would like on the website. The holiday parade is on Saturday December 7, 2024. There was a comment made to me at a committee meeting asking why the council members don't attend City events.

**Councilor Greenleaf:** Thanks to the City staff and volunteers for the Election, it was fabulous. Thanks to everyone who ran for office, those who didn't win, don't go away, we will still use your help. Rotary is holding a waterfront cleanup on Saturday morning. Complaints about the bridge blinking yellow lights. There have been serious accidents and people are not happy with them. Maybe we can reach out to DOT again regarding this.

**Councilor Cusick:** Unfortunately, this is the new DOT model. People need to pay more attention to driving. Thank you, election staff, I voted absentee, and it was wonderful. Congrats to the councilors that won and the mayor. We had trunk or treat at the Highschool, I was there as well as City employees and volunteers. We put time into different city events, you may not see us, but we are around.

**Councilor Kimball:** The parade, rotary is putting in a float, so I will not be able to walk with everyone. The election was phenomenal, Kathy takes pride in her work and runs it great. A poll observer commented they were very impressed with how things were run.

**Councilor Babcock:** “Here here” to everything everyone said. We are extremely fortunate to have Kathy’s leadership, amazing how many new voters there were.

**Councilor Dolley:** “Here here” to the impressive voting day. Question for Melissa, with eh two bonds passing in Maine for trails and historic buildings, what are your thoughts? Melissa hasn’t looked into this but will. The sidewalk presentation is just wow. Cutos to the committee. This is fantastic.

**Councilor Grant:** If any of you have any thoughts or ideas on the sidewalk project, we can meet downtown and discuss it. Observe people how they walk and drive and get ideas. There is plenty of time for feedback. “Here here” to everything everyone said.

8. EXECUTIVE SESSION – N/A

9. ADJOURN

**Action: Councilor Greenleaf moved to adjourn the meeting at 7:49pm. Councilor Brown seconded the motion. No further discussion. Unanimously approved.**