# GARDINER CITY COUNCIL
## AGENDA ITEM INFORMATION SHEET

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| **Meeting Date** | 08/06/2025 | **Department** | City Clerk |
| **Agenda Item** | 4.k)Consideration of City Council meeting minutes for 07/16/2025 | | |
| **Est. Cost** | N/A | | |

**Background Information**

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| **Requested Action** | "I move to approve the City Council meeting minutes for 07/16/2025." |
| **City Manager and/or Finance Review** | |
| **Council Vote/ Action Taken** | |
| **Departmental Follow-Up** | |

***City Clerk Use Only***

**1st Reading** _____ **Advertised** _____

**2nd Reading** _____ **Advertised** _____ **w/in 15 Days**

**EFFECTIVE DATE** _____

**Final to Dept** _____ **Updated Book** _____ **Online** _____

# GARDINER CITY COUNCIL DRAFT MEETING MINUTES
# GARDINER CITY COUNCIL CHAMBERS
# July 16, 2025 @ 6:00PM

1. ROLL CALL / PLEDGE OF ALLEGIANCE
   **City Council Present**: *Mayor Hart, Councilor Cone, Councilor Greenleaf, Councilor Cusick, Councilor Kimball, Councilor Babcock, Councilor Grant, Councilor Dolley.*
   **City Employees Present***: Denise Brown- Finance Director/ Interim City Manager, Alyssa Landes- Deputy City Clerk, John Cameron – Public Work Director, Melissa Lindley -Economic Development Director, Angelia Christopher Todd Pilsbury- Chief of Police, Rick Sieburg- Fire Chief, Kris McNiell ~ Code Enforcement officer.*
   **Others Present:** James Graham, Aaron Mattson Micheal Cobbe, Josh Baston, Ethon Horton.

2. PUBLIC COMMENT (anything not on the agenda) **No Public Comment.**
   **Correspondence~** Mayor Hart read a letter that was written by Mr. Glesener on Brunswick Ave. The letter to council as about the westside of the sidewalk on Brunswick Ave and the poor condition it's in, followed by pictures and a petition from the surrounding neighbors. **Denise Brown- Interim City Manger** is going to talk with John Cameron the Public Works Director to see if we can patch and or make it safer. **No other correspondence.**

3. PETITIONS / PUBLIC HEARINGS PETITIONS / PUBLIC HEARINGS
   **Nothing at this time.**

4. NEW BUSINESS
   a) Discussion regarding LD1829 ~
      **Discussion on LD1829 ~ Kris McNeil Code enforcement officer spoke to council; Ordinance review just finished a round of edits to ordinance regarding LD2003, a bill intended to increase housing. A new law that has been signed in, LD1829 will change road frontage, lot density, minimum lot size, and more. It goes into effect in September of 2025 and Kris suggested that the council send this to Ordinance Review to allow for learning the law and to begin changes to ensure compliance, there is no set timeline, but knowing it will be a lot of work it's important to get started on it. *Council vigorous head nodding to send to ORC.***
   b) Consideration of a CEA between the City of Gardiner and G & M Real Estate
      **A Credit Enhancement Agreement document will be brought to the City Council for a public hearing and consideration at an upcoming meeting, expected for August 6. Business owners ~ James Gram and Aaron Mattson started Core Cutter in 2017 in Farmingdale. We are a Carbide and Mill manufacturer, any machine shop that has**

**metal cutting needs we make the cutters for them. We have added on twice to the location in Farmingdale, as we got busier, we needed to make a move. So, we have broken ground in Libby Hill Business Park with a 10,000 square foot building going up now for phase one and have engineered another mirroring 10,000 square foot building that could be 5- 10 years down the road. We have eight CNC grinders right now that range anywhere from 500-800 thousand a piece. We are asking for the TIFF for the same as what you have given in the past, there is the business equipment tax exemption program (BETTY), that the city gets reimbursed for the more equipment we get the better it is for the city.**

**Questions~**

**Councilor Grant~** *Melissa has this gone before Economic Development? And did they advise this was a good fit?* **Melissa ~** *They did go over it and saw a significant economic impact, they won't advise on the financial number as they don't set the budget.*

**Mayor Hart~ We won't make a decision tonight as it will be on the Augusta 6th meeting and we will have a public hearing.**

**After group discussion, the council recommended and gave directions to look at a 60% across the board with a sometime type of performance goal. The thought is a new machine by 2027. No vote.**

c) Consideration of accepting the Efficiency Maine EV Charging Grant

**Melissa ~** in October we brought this opportunity to you all and the council voted to have us submit an application for EV Charging at the site of the former Baily lot now owned by Gardiner Main Street. We were pleased to know that we were selected for the grant. There were some challenges at the federal level, but we now know the fuds of $60,000 have come from efficiency Maine and are secured for this project. We are looking at project value of $104,716, the $60,000 grant would offset the cost of the EV stations. There is an opportunity for the city to get direct pay also called a tax rebate that would be 30% of the cost being $31,415. Bottom line the city would pay $13,301 but might be reduced a bit due to CMP installing a line meaning we don't need a pole on the property.

**Councilor Greenleaf** ~ Remind me what we determined about these machines with a flood? ***Melissa*** *~ They are out of the flood zone, and the charging Is raised up another 2 to 3 feet.*

**Councilor Kimball moved to approve the Interim City Manager to execute Efficiency Maine's agreement regarding the EV Charging award. Councilor Babcock seconded the motion. No Further Discussion. Unanimously approved.**

d) Approval of the annual Delegation of Authority to the City Manager

**Councilor Cone moved to approve the Delegation of Authority for July 1, 2025 through June 30, 2026. Councilor Greenleaf seconded the motion. No Further Discussion. Unanimously approved.**

e) Consent to adopt a resolution authorizing the Interim City Manager as the Authorized Official to apply for, accept, and expend grant funds

**Councilor Babcock moved to adopt a resolution authorizing the Interim City Manager as the Authorized Official to apply for, accept, and expend grant funds.**

**Councilor Grant seconded the motion. No Further Discussion. Unanimously approved.**

f) Discussion regarding City Manager Search
**Discussion~ As we start to think about a City Manager search, the mayor put together a few questions to ask council, one major question regarding how they would like to proceed in the search. The council has decided to do their own prosses with Interim City Manager Denise Brown accepting the applications and preparing them for the council.**
**Business owner and resident Alex Smith, asked to talk with the council about this search as well. She has spent some time talking with fellow residents and they would love to see the candidates in the future be more involved in Gardiner before getting hired, as in going downtown socializing and possibly having more time for residents of Gardiner to meet the candidates. It's important for the upcoming City Manager to be involved in Gardiner. Alex also suggested that maybe the council have some agreement for when it doesn't work out, like a period or trial if you will.**
**The Council spoke about other questions regarding the City Manager search, you can find the live video recording on the city's website www.gardinermaine.gov.**

g) Consideration of accepting the City Council meeting minutes from 6/4/2025, 6/11/2025, and 6/18/2025
**Councilor Greenleaf moved to approve the City Council meeting minutes for 06/04/25, 06/11/25, and 06/18/25. Councilor Cone seconded the motion. No Further Discussion. Unanimously approved.**

h) Consideration of a Large Event Permit for JM Arbour- Picnic in the Park
**Councilor Cone moved to approve the Large Event Permit for JM Arbour- Picnic in the Park Councilor Cusick seconded the motion. No Further Discussion. Unanimously approved.**

5. DEPARTMENT HEAD REPORTS **Thank you department heads for your June reports.**

6. INTERIM CITY MANAGER REPORT **Denise Brown~**

1. With the new budget year, we are replacing the vacant B&G Foreman position with an Equipment Operator. This generated some movement within the department. Tucker Fitzmaurice, who was our mechanic, has been moved to an Equipment Operator and Kaleb Bouchard has moved from Equipment Operator to Mechanic. This resulted in still having an EO opening which one of the Laborers is interested in. As the City is vested in its employees, and we always like to promote from within, we are working with him to acquire his CDL license and will then hire a new Laborer.
2. In June, we were notified that the city was awarded a $1M grant from NBRC (Northern Border Regional Commission) to be used towards the $4.2M WW Phase II project. The Rural Development Grant/Loan application was submitted today. We are in hopes of getting at least a 15% grant. We received a 14% grant on Phase I which required us to borrow $3M on a $3.5M project. ($2.7M borrow for 27 years – about $150K/year debt)

3. The City received the $75K Heat Pump Grant funds, PW Director John Cameron is working on proceeding with all new heat pumps at City Hall, Library, PW and one at the LH Pump Station. This will reduce our AC/Heat repair line by about $12- $18K/year
4. The Mitigation Grant application was submitted by MEMA on July 2. Takes 6-8 months to hear from FEMA.
5. The Bridge Street Traffic arrangement to accommodate the Iron Heights Affordable Housing Project is better laid out than I had anticipated and will stay in effect until early to late December.
6. The Legal Services bids are due this Friday. To date, I have received two.
7. Paving will start on Lincoln, Danforth and Cottage Streets on Monday.
8. All the ornamental lights on Water Street from the Post Office to the Library are out due to what we think is a bad breaker which costs $2K. However, it could be a bigger issue, and the entire panel may need to be replaced. The PW Director is checking on the costs of a new panel as we do not want to spend $2K in addition to a whole new panel, which will need to be replaced when the sidewalk project happens.

7. COUNCIL REPORT/COMMITTEE UPDATES

**Mayor Hart ~**

**Councilor Cone ~ No update as of now, concerned with budget and the cuts being made. Thank you to all the department heads.**

**Councilor Greenleaf ~ Again thank you for the department head reports they are helpful to have. Director John Cameron is not here but do we have any update on the Highland Ave crosswalks? *Denise~*** *We recently met with them and are still looking into the cost. We are also looking into when the state might repave that road and if it was soon enough could possibly have the opportunity to have the state put them in. We are definitely looking into it and will come back to you at the August 6th meeting with more information.*
**Greenleaf ~ Another question, we had a guy come from DOT about traffic lights at the bridge, one of the things they said they could do was change the signs and it would be an easy fix, nothing has happened with that. Todd~** *I have been in contact with them, the same meeting we had about the crosswalks we spoke about the lights. Over the last few weeks, we have been getting some issues with the light going up into Main Ave not cycling or cycling quickly. Our meeting this week with other members of DOT I brought up the lights again and they were going to look at it as well. We will keep on it.*

**Councilor Cusick ~ all set, nothing to report mayor thank you.**

**Councilor Kimball ~ all set but wanted to thank the chief for the speed sign on Highland Ave, after we talked about it, it was up the next day!**

**Councilor Babcock~ only complaint I have had from some people on West Street was the Fireworks going off in Iron Mine Trail Park the other day, maybe there is a way to**

**educate the public on the safety of and danger of fireworks as there is a lot of woods over there and it can be very scary.**

**Councilor Dolley ~ All set thank you.**

**Councilor Grant ~ Here Here on the Highland Ave sign that was there the very next day thank you chief and the department. The nomination papers for the district seat I have been told will be ready for pick up on July 28th. Grant wanted to get her fellow council members know and the public know that she will not be running for district 4 seat again next year. Councilor Grant has put in many years on different volunteer and elected organizations and has decided it's time to step back.**

8. EXECUTIVE SESSION
   a) Executive Session pursuant to 1 M.R.S.A. 405(6)(C): Regarding Real Estate Matter

**Action: Councilor Cusick moved to enter into executive session at 7:33PM. Councilor Greenleaf seconded the motion. Unanimously approved. Exited Session At 8:02 PM with nothing to report.**

9. ADJOURN

**Action: Councilor Grant moved to adjourn at 8:02 PM. Councilor Babcock seconded the motion. No Further Discussion. Unanimously approved.**

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**Upcoming Meeting Dates**

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| August 6, 2025 | October 15, 2025 |
| August 20, 2025 | November 5, 2025 |
| September 3, 2025 | November 19, 2025 |
| September 17, 2025 | December 3, 2025 |
| October 1, 2025 | December 17, 2025 |

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