



GARDINER CITY COUNCIL AGENDA ITEM INFORMATION SHEET



Meeting Date		Department	
Agenda Item			
Est. Cost			

Background Information

Requested Action	
City Manager and/or Finance Review	
Council Vote/ Action Taken	
Departmental Follow-Up	

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

Monthly Report for: Economic Development

Department Head: Melissa Lindley

Month/Year: February 2026

Summary of Month in General Terms:

My role as economic development director takes me in all sorts of directions. Some examples this month included supporting Bowdoinham in requesting grant funding for the Merrymeeting Trail, meeting and corresponding with developers and realtors looking for potential sites to bring investments into Gardiner, meeting with a resident who would like to share his skills to support economic growth, reviewing the draft of the climate vulnerability assessment report, advocating for the City in regional tourism marketing campaigns, working with staff on implementing the legal review of the city code, attending a Maine real estate conference discussing trends, data and forecast for the future of development, attending various committee meetings, discussing options for downtown distressed properties, FY27 budget planning, learning about funding opportunities, submitting reports for existing grants and projects, talking with business owners, and the various items listed below. No month is the same in general terms. That makes this work exciting. There are so many ways to support economic growth and prosperity, and Gardiner is full of opportunities.

Current Progress on Projects/Plans:

Brownfields Assessment Grant: 286 Water Street (the old pool hall) Phase II investigation was conducted in January, I expect draft reports next month. This grant is also supporting reuse planning for the Arcade Parking Lot, detailed below.

Libby Hill Business Park: Lots 8 & 9, the last City-owned lots in the park, sold to RELLC LLC for \$225,000. Elijah Pierucki, business owner of Last Horizon Homes intends to build a facility to build panelized homes with a mission to build better, longer-lasting, and more affordable homes for Maine people. I will be arranging a ribbon cutting event for Core Cutter's new CNC specialized tool manufacturing facility this spring, more details to come. Foundation work for Troiano's transfer station development is underway.

Community Action Grant: We are planning for a council presentation of the final Climate Assessment Report in April from the Haley Ward project manager. The City's 2-year enrollment period for the Community Resilience Partnership has passed. I am working on materials to renew our enrollment to maintain eligibility for these state funded grant opportunities.

EV Charging Stations: The project is off to a great start. The month of February had 29 vehicle charging sessions, generating revenue for the City from the user fees.

Arcade Parking Lot: The work group reviewed parking lot design adjustments and new concepts that were prepared by the project engineers based on concerns that were previously discussed. The group members all agreed to one plan as the best option to move forward with. This plan is very similar to an alternative design that was distributed to council members in advance of the

December 18, 2025 meeting in which the project was initially discussed. Now backed by additional stakeholder review, I will bring the proposed site plan to a council meeting for approval in March. Once we have an approved design, the construction cost estimating can be completed. Brownfields funding is supporting geotechnical analysis on the site to help determine the amount of excavation and fill that will support the project lasting as long as possible as well as civil engineering review. Once a design is approved, I hope to bring the construction project for the council's consideration to the following meeting.

Any other noted updates, concerns, items for City Council to be aware of:

The City Parks Committee has been discussing signs that may need replacement or may be missing in some of our parks. Ideas include recognizing the artists for sculptures in the park, or historical context to enhance the visitor experience. This discussion is in its early phases but will likely include an online version for exploring this content from a mobile device or a PC.

To help beautify downtown, volunteers from Gardiner Main Street plan to add display cases inside the former Pool Hall building at 286 Water Street. The cases will provide options for viewers from the sidewalk to see community information, work from local artists, local business information, and more. This will be a great improvement from seeing the large blighted, vacant space and it is a great project to promote our downtown.

Governor Mills recently signed into law LD 1829, An Act to Build Housing for Maine Families and Attract Workers to Maine Businesses by Amending the Laws Governing Housing Density. This legislation amends LD 2003 to promote additional housing development. The Land Use Code will need several alterations to comply with this legislation. We have applied for state Housing Opportunity funding to support the planning efforts that it will take to implement these changes.

Monthly Report for: Gardiner Fire & Rescue

Department Head: Chief Rick Sieberg

Month: February

Year: 2026

Summary of Month in General Terms:

Total CFS (calls for service): 278

EMS: 264

FIRE: 14

Gardiner: 83

Gardiner: 9

West Gardiner: 28

West Gardiner: 2

Richmond: 38

Richmond: 2

Farmingdale: 32

Farmingdale:

Litchfield: 33

Litchfield:

Pittston: 18

Pittston:

Randolph: 15

Randolph: 1

Chelsea: 16

Other: 1 (Augusta)

Current Progress on Projects/Plans/Problems:

- The new engine is finally on the production line. I have been receiving pictures from the factory of the progress.
- Rescue 2 re-mount is in progress.

Personnel Updates (promotions, absences, needs, etc.):

- Patrick Drake is field training on D-Shift.

Any other noted updates, concerns, items for City Council to be Aware of:

- Discussing the idea of adding two swing positions with all partner communities.

Monthly Report for Gardiner Police Department

Department Head: Chief Todd H. Pilsbury

Month: February 2026

Summary of Month in General Terms:

Calls for Service	572
Accidents:	9
Arrests/Criminal Cites:	20
Traffic/Parking Tickets:	20 (14 Parking)

Current Progress on Projects/Plans/Problems:

The department continues the process to become MLEAP certified. (Maine Law Enforcement Accreditation Program) We are far enough along in this process that I hope to begin the actual accreditation process (site visit/review of policies/procedures, etc.) within the next few months. This step in the process is done by an external audit for verification that all parts of the accreditation steps are complete.

We have received initial numbers from Motorola Solutions for a switchover from IMC to Spillman for our dispatch software and I have spoken to Maine Public Safety Commissioner Michael Sauschuck regarding continuing dispatch services with the Augusta Regional Communications Center. I am still waiting for a cost from the Augusta Regional Communications Center for dispatching services. Once I have both costs, I will be reporting to city council. (There are two costs associated with dispatching. One is with the vendor who supplies the dispatch software, and the other is with the service that provides the actual dispatching service.)

I still am waiting to hear back from the Augusta Regional Communications Center for the price for dispatching services but did reach out to the new director, Michael Labbe, and reminded him that we were still waiting for the price.

Personnel Updates (Promotions, Absences, Needs, ETC.):

We currently have posted the open patrol position on numerous websites and will continue to leave open until the position is filled. We have received three applications that may be promising, and both have been instructed what needs to be done for the process to continue. All three are working on their responsibilities to continue on in the hiring process.

No officers attended any in-service trainings during the month of February.

Officer Michael Caputo, who is in the Maine Army National Guard, has informed me that his unit will be deployed to Kuwait in September of 2026. This deployment will be approximately 10 months in duration. Officer Caputo will advise of any changes in his deployment dates.

The department still has an officer out on workers compensation for an undetermined timeframe.

Officers used a total of 170 hours of workers comp/sick leave and 64.75 hours of vacation/comp./personal time during the month.

Any other Noted Updates, Concerns, Items for the City Council to be aware of:

Nothing up to this point warrants noting.

Monthly Report for: Front Office
Department Head: Kathy Cutler
Month/Year: February 2026

Current Month Activity:

February					
329	MV Transactions	87,305	Permits		
291	Tax Payments	565,844	2	Bldg-Business/Commercial	282
459	Sewer Payments	96,728	13	Building-Residential	846
31	IF&W Transactions	1,882		Mobile Home	
36	Vital Records	1,554		Fence	
18	Ambulance Payments	2,948		Excavation	
31	Dog Transactions	593	1	Demolition	25
4	Victualer/Liquor License	250		Street Opening	
9	Notarial	45	2	Driveway Entrance	50
	Marriage		2	Plumbing	200
2	General Assistance	5,700	2	Septic	530

Current Progress on Projects/Plans

City Clerk attended 2-day webinar Title 30A- Elections
Sewer liens filed.
Quarterly Sewer bills sent.

Personnel Updates (promotions, absences, needs, etc.)

One staff member is on maternity leave and one staff member has returned to full duty.
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Any other noted updates, concerns, items for City Council to be Aware of:

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Monthly Report for: Gardiner Public Library

Department Head: Dawn Thistle

Month/Year: February, 2025

Summary of Month in General Terms:

In February, we held or hosted 32 programs with 295 attendees. Planning for the second annual Feed Your Neighbor fundraising/friend-raising event on Saturday, March 21st, is well underway. The GLA's 145th birthday party was a great success, with over 40 people in attendance. I gave a historical presentation on the library building and its many milestones over the years. Letters to the partner towns were sent and town meeting season is just around the corner.

Current Progress on Projects/Plans:

Although the AARP tax assistance slots were all filled up, they have allowed us to maintain a waiting list and managed to accommodate everyone so far. This is running very smoothly and is an incredibly appreciated asset.

The GLA's "Accessibility Project" project went received three bids and the GLA has contracted with CCC Construction, which came with high regard and solid recommendations. The GLA also contracted with a part-time job inspector who has extensive experience and will oversee the project each week. A Pre-Construction meeting will be held on Monday, March 23, so I should have some dates and a better idea of when and how the construction will progress.

At the writing of this, the new doors at the rear vestibule have been replaced with steel swinging doors that are to code! Painting and other minor repairs and improvements to the rear entrance continue but should be wrapped up soon. Also, the re-carpeting of the landings and stairs to the Children's Room have just been replaced. These two projects were coordinated by the GLA and paid for by grants from the J.W. Robinson Trust.

Any other noted updates, concerns, items for City Council to be aware of:

Our Children's Librarian, Heather Wade, has accepted a position with the State of Maine Department of Education. Her last day will be March 21. We appreciate her time and her improvements to the Children's Room and we wish her all the best in her new venture. I will be posting the position soon.

Monthly Report: Public Works Department

Director: John A Cameron Sr.

Month: February 2026

Summary of Month in General Terms

The month of February was a challenge with staffing. We hired a couple of new employees that had some learning curves to overcome. One of the new guys started at the beginning of the month and his last day was near the end of the month. The position wasn't the right fit. This put the department down one position again. At this time, we are still in better shape than we were when we were down three positions.

One of the guys that came back to us is John Zach. He left to go to work for the Water District and realized he wanted to come back to the Gardiner Public Works Department. We are happy to have him back on the crew.

Salt storage has been a challenge this year. With the lack of salt at our distributors getting the salt when we needed it was a challenge. Our salt shed is undersized, which adds to this problem. The shed was built when we used to put sand with a mixture of salt on the roads. We use more salt now that we've changed the way we treat the roads with straight salt. Our salt shed is too small for our operations. Both of these challenges made it so that we did not have enough salt and we had to scrounge a couple of times in order to keep the right material on the roads to keep them safe.

We have a large snow blower that goes on the front of our front-end loader that we've had some major issues with this year. This piece of equipment is also nearing the end of its life expectancy. We've got a tough decision to make, whether to budget for a replacement or purchase some expensive parts in order to fix it for the next winter.