

**CITY OF EASTPORT
CITY COUNCIL MEETING
WEDNESDAY, OCTOBER 8th, 2014
SHEAD HIGH SCHOOL - LIBRARY - 6:00 P.M.**

WORKSHOP - CAPITAL IMPROVEMENT PLAN/PROGRAM

Council President declared the workshop open at 5:02 p.m.

A workshop was held between Council and the FY2016 Budget Committee and discussion took place on the City's Capital Improvement Plan.

The City Manager reviews and caps the plan submitted. He reminds everyone that in FY13-14 we purchased a truck for the Sewer Department and a Street Sweeper for the Public Works Department. He then highlights that he will be looking towards addressing the pavement of the sidewalks; a Police Car; a ton truck for the Public Works Department; the rotation of the City's mowers; paving to the parking lot on Sullivan Street as well as Washington Street; and also looking at what is to take place with City Hall whether we expend more into the current one or consider other options. On further paving, his plan is to continue working in conjunction with the water company but it may not take place until next Spring. He also notes that the local road assistance can only be utilized for *capital* road improvements. He updates Council that they are looking at \$75,000 for a Boat Ramp and that another \$15,000 will be needed whether it be from a match of in-kind or cash. He continues further to inform Council that the City must do an inventory and cost estimate for Sidewalks and Paving. He then proceeds to ask Council to give consideration to a road service management system offered through the state DOT program which is inexpensive. He continues on with a line by line item review of the plan submitted. He closes that we need to determine where we are; what we need to spend within the next five years; and how we go about it.

Councilor Dana-Cummings asks for justification of a one-ton truck for the Public Works Department. The City Manager responds that it would be to assist with the layout of the various streets and the narrowness. Councilor Dana-Cummings expresses a concern of tearing up private property and that we have always utilized the loaders and the backhoes.

Council President asks if there is allowance for the cleaning of sidewalks. The City Manager responds that there is not but that he will look at this.

Councilor Murphy asks if there is an attachment for the Skid Steer to assist with the removing of snow from the sidewalks.

Lora Whelan asks if there is any allowance for the Airport. The City Manager responds that there isn't and that it is a micro-enterprise fund but that he will need to look into this. He further comments to say it is covered by FAA grants of which the City and FAA is responsible for 5% each and that they have a 10-year plan.

Council President called the workshop closed at 5:22 p.m. followed by Councilor Murphy and Archer.

REGULAR COUNCIL MEETING - 6:00 P.M.

Those in Attendance: Councilor Roscoe Archer, Councilor Colleen Dana-Cummings, Councilor Scott Emery, Councilor Gilbert Murphy, and Council President, Mary Repole. Also present were City Manager, Larry Post; Assistant City Manager, Elaine Abbott; Legal Counsel, Dennis Mahar; and City Clerk, Ella Kowal.

Audience Attendance: Jan Finley, Jon Mc Nerney, Lora Whelan, Alex Smeaton, Steve Glatfelter, Jack Reece, Aarea Stoll, Damon Weston, John Turner, Danny Waggoner, Marged Higginson, Hugh French, Ken Brown, Dennise Cassidy, Kathryn Lewis, Traci Calder, Chris Brown, and Rpbert DelPapa.

I. CALL TO ORDER - Council President calls the meeting to order at 6:00 p.m.

II. PUBLIC HEARING(S)

The Council President, Mary Repole, declares the public hearing(s) open at 6:01 p.m. and opens the floor for comment.

- Renewal of Liquor License application for Robert DelPapa d/b/a WACO Diner
- Renewal of Special Entertainment License for Robert DelPapa d/b/a WACO Diner
- Renewal of Victualer License for Robert DelPapa d/b/a WACO Diner

Council President calls for questions or comments from the public and City Council with regard to the renewal licenses submitted by Robert DelPapa d/b/a WACO Diner. There were none.

- Acceptance of a Micro-Enterprise Assistance CDBG Grant-Facade Improvements

Hugh French addresses Council and explains that although the City approved the acceptance of the micro-enterprise grant for \$150,000 at their last Council meeting, the State requires a public hearing to do so and this is the purpose of this evening's meeting on this matter.

Council President calls for questions or comments with regard to the Micro-Enterprise Assistance CDBG Grant on Facade Improvements. There were none.

Council President, Mary Repole, declared the public hearings closed at 6:03p.m.

III. ACTION ON PUBLIC HEARING(S)

MOTION MURPHY **SECOND** ARCHER **PASSED** 5-0

To *approve* the **renewals** of a Liquor License application; Special Entertainment License; and a Victualer License for Robert DelPapa d/b/a WACO Diner.

MOTION MURPHY **SECOND** EMERY **PASSED** 5-0

To *authorize* and *approve* acceptance of the Micro-Enterprise Assistance CDBG Grant for Facade Improvements to Historic Buildings in the Downtown.

IV. OPEN PUBLIC FORUM

John Turner of 6 Shackford Street addresses the Council with a concern of animal control with regard to the feeding of cats, skunks, and racoons. He also asks that they consider ordinances with regard to dilapidated houses (referencing 3 Shackford Street and the knowledge of no activity at that residence for three years and that the animals are taking over and creating issues for residents.

V. ADJUSTMENTS TO AGENDA

MOTION MURPHY **SECOND** EMERY **PASSED** 5-0
To adjust the agenda to add an item under “New Business” referencing (I) for Council approval on a grant application for the Trail Extension Project.

VI. MINUTES OF PREVIOUS MEETING(S) • 8/13/2014

MOTION EMERY **SECOND** MURPHY **PASSED** 5-0
To *accept and approve* the Council minutes of September 10th, 2014.

VII. UNFINISHED BUSINESS

A) FUEL TANKS - PUBLIC WORKS

MOTION ARCHER **SECOND** EMERY **PASSED** 5-0
To table this item of the agenda.

B) STRAY DOGS & CATS ISSUE

Councilor Dana-Cummings asks that we look into a refund from Perry of what we've already paid should we go with PAWS. Council asks the City Manager to look into this.

MOTION EMERY **SECOND** ARCHER **PASSED** 5-0
To approve and authorize the PAWS agreement in the amount of \$2,550.00 as submitted by the Council President.

VIII. NEW BUSINESS

A) ADOPT 2014-2015 GENERAL ASSISTANCE ORDINANCE-APPENDICES B&C

MOTION MURPHY **SECOND** ARCHER **PASSED** 5-0
To *approve and adopt* the 2014-2015 General Assistance Ordinance for Appendices B & C.

B) APPOINTMENT OF COUNCIL LIAISON TO FY2016 BUDGET COMMITTEE

MOTION ARCHER **SECOND** EMERY **PASSED** 4-1 (Dana-Cummings
Abstained)

To appoint Councilor Colleen Dana-Cummings as Council Liaison to the FY2016 Budget Committee.

C) APPOINTMENT OF AUDITOR

MOTION MURPHY **SECOND** EMERY **PASSED** 5-0

To take this matter up in Executive Session.

D) APPOINTMENT OF ELECTION WORKERS

MOTION MURPHY **SECOND** ARCHER **PASSED** 5-0

To accept and appoint the election workers as submitted and recommended by the City Clerk.

E) SIGNING OF WARRANT FOR NOVEMBER 4, 2014 MUNICIPAL ELECTION

MOTION MURPHY **SECOND** EMERY **PASSED** 5-0

To *approve* and *authorize* the signing of the warrant for the November 4th, 2014 election.

F) COMMITMENT OF SEWER FEES TO CITY TREASURER FOR 2ND QTR OF FY2015

MOTION MURPHY **SECOND** EMERY **PASSED** 5-0

To approve the commitment of Sewer fees to the City Treasurer for the 2nd Quarter of FY2015 in the amount of \$88,478.00.

G) VETERAN'S DAY PROCLAMATION

MOTION MURPHY **SECOND** EMERY **PASSED** 5-0

To approve the Veteran's Day Proclamation of November 11th, 2014 as submitted and prepared.

H) PROPERTY LEASE - DEEP COVE ROAD

MOTION MURPHY **SECOND** EMERY **PASSED** 5-0

To authorize the City Manager to move forward on a 99-year lease with Paul Thompson in the for the property on Deep Cove Road and to also contact the abutting landowner.

I) TRAIL EXTENSION PROJECT

MOTION MURPHY **SECOND** ARCHER **PASSED** 5-0

To support the grant and approve moving forward with the submission of the Trail Extension Project.

Jan Finley reminds the Council that we need to provide a listing of the Right-of-Ways down to the water. A request came forth for the Assessor to make this available to the public.

IX. SCHEDULING of PUBLIC HEARING(s) - if applicable

MOTION ARCHER **SECOND** MURPHY **PASSED** 5-0

To approve the *scheduling of public hearings* on November 12th, 2014 at 6:00 p.m. for the renewal of a Liquor License application and the renewal of a Special Entertainment License for Pamela Francis d/b/a Landmark 1887 and to also submit a letter of support to Liquor Licensing informing them of the scheduled public hearing.

X. REPORTS

1) City Manager

MOTION MURPHY **SECOND** EMERY **PASSED** 5-0

To *accept and approve* the City Manager's report as presented.

2) Departments (Financial; Code Enforcement; Police; Public Works; & Sewer)
MOTION MURPHY **SECOND** ARCHER **PASSED** 4-1
"ARCHER" NO

To *accept and approve* the Financial Report, Code Enforcement Report, Police Report, Public Works Report, and the Sewer Report for the month of **September, 2014** as presented.

3) Boards & Committees (Planning Board; Zoning Board; Historic Review; Airport; Harbor; Downtown; Charter Committee; Port; Energy Committee; Ordinance Review; Park & Recreation; & Recycling Committee)

Planning Board-No Report; Zoning Board-No Report; Historic Review-No Report; Airport-No Report; Harbor-No Report;Downtown-No Report; Charter-No Report; Port-Council President informs that the Port Director, Chris Gardner, will be present at the next meeting with an update; Energy-Jon Calame is working diligently with MTES on heat audits; Ordinance Review-No Report; Park & Recreation-No Report; and Recycling-they have gone to winter hours which is the 2nd and 4th Saturday of the month from 10 a.m. to noon. Councilor Dana-Cummings suggests that the committee has discuss composting. Marged Higginson also comments that it has been identified that we need to educate the community of the cost benefit of recycling.

MOTION MURPHY **SECOND** ARCHER **PASSED** 5-0

To *accept and approve* the reports as presented by the boards and committees for **September, 2014**.

4) Council • Ambulance • Marion Transfer Station

MOTION ARCHER **SECOND** EMERY **PASSED** 5-0

To *accept and approve* the Ambulance and Marion Transfer reports as submitted for **September, 2014**.

XI. COUNCIL ISSUES - NONE

XII. EXECUTIVE SESSION

MOTION MURPHY **SECOND** ARCHER **PASSED** 5-0 (6:58 P.M.)

To *go into* Executive Session under Title 1 M.R.S.A. § 405(6)(A) to discuss a Personnel Matter.

MOTION MURPHY **SECOND** EMERY **PASSED** 5-0 (8:30 P.M.)

To *come out* of Executive Session.

XIII. ACTION from EXECUTIVE SESSION

MOTION MURPHY **SECOND** ARCHER **PASSED** 5-0

Council agreed to have the City Manager, Larry Post, draw up a lease for the former Olson space at the Mill from May 1st, 2014 to April 30th, 2016 to reflect that *Millenium Marine* is responsible for **all** utilities/expenses and that they be outlined in the lease. Council also authorizes the City Manager to handle the repair of all doors at the Millenium Marine space.

XIV. ADJOURN

MOTION MURPHY **SECOND** ARCHER **PASSED** 5-0 (8:35 P.M.)

To adjourn.