

**EASTPORT CITY COUNCIL
SPECIAL CITY COUNCIL MEETING**

**MONDAY, OCTOBER 28th, 2019
CITY HALL - 22 WASHINGTON STREET - 4:00 P.M.**

City Officials Present: Councilor Hailley Bradbury, Councilor Scott Emery, Councilor Jeanne Peacock, Councilor Peter Small, and Council President, Rocky Archer. Also present were the City Manager, Ross Argir, City Clerk, Ella Kowal, and Legal Counsel, Dennis Mahar.

Other Attendance: Howie Johnson, Public Works & Cemetery Director; and Peter Harris, Police Chief.

I. CALL to ORDER

Council President called the meeting to order at 4:00 p.m.

II. ADJUSTMENT(s) to AGENDA

THERE WERE NONE

III. FIRE PREVENTION STORAGE UNIT for MUNICIPAL RECORDS/CITY HALL & EPD

The City Clerk presents to Council an estimate submitted to Howie and received from Wayne Clossey for an add on room measured to be 10x16 to the fireproof storage unit. The Council President opens said estimate and reads that it is quoted to be \$4,000.00 for materials and labor. Councilor Jeanne Peacock asks for confirmation that this is an additional \$4,000.00 above the \$28,000.00 that they already approved and the response was that is correct.

City Manager, Ross Argir, addresses the Council and explains that this comes before them as the project requires the dismantling of the police evidence room. He further comments to say that he was under the assumption that Public Works could reconstruct a new evidence room and in speaking with Howie this was not an option for them to do this and Ross notes that he should have clarified this. He continues to say that it is critical and imperative that they have the evidence room and that it cannot have windows in it and that it must be secured. Howie explains to Council that Public Works has trucks tore apart and are preparing for winter and they do not have the time.

Ross states that they could consider looking at making the storage room smaller as there is no statutory requirement with regard to size. He continues to say that getting the vault built is just the beginning and that the next step is to go through the records and based on the disposition schedule set by the State it may be that there is a significant amount of records that can be disposed of but that it is an undertaking that is going to take a good amount of time of the staff and it is hard to say at this point exactly how much room this will require.

The City Clerk, Ella Kowal, informs Council that she and Traci both have been trying for awhile now to make time to get out to the mill with Howie to weed through the records, but that they just have not been able to do so. She also emphasizes that the Treasurer, Traci Claroni, needs clarification to their motion should they approve and accept this estimate for the addition to the project of where the funds will come from and she also noted what has been earmarked that has not been expended yet but approved by Council (such as the purchase of Police Equipment). To assist the Council, the Treasurer provided them budget information with regard to the line item of Special Reserve. Councilor Jeanne Peacock comments to say that she prefers to go with the larger size rather than downsizing. Councilor Scott Emery addresses the Police Chief and asks what size room would be sufficient for the evidence room and he responds the one they had was about 10x15 and this would be sufficient and that is accommodated for a refrigerator that was required for that type of evidence. Council President, Rocky Archer, asks the Police Chief, Peter Harris, if there is any money in his budget to help out with this. He responds to say that the computer purchase that the Council just approved he could possibly hold off on some of that, which would mean only ordering one computer for now. Councilor Hailley Bradbury does not feel they should go back on what was already approved for the Police Department. Councilor Scott Emery speaks to say that they should just approve to move forward and get it done and Councilor Hailley Bradbury agrees. Howie also reminds Council that this room will give the Police Department a secure room for the evidence.

MOTION BRADBURY **SECOND** SMALL **(PASSED 5-0)**

To accept and approve an addition of a 10x16 room to the fireproof storage vault to be utilized as the Police Department's evidence room and that the construction is not to exceed \$4,000.00 and that the project be awarded to Downeast Masonry and that the funds be expended from the Special Reserve account.

IV. EXECUTIVE SESSION

City Manager, Ross Argir, offers to stay for Executive Session and Council accepted.

MOTION SMALL **SECOND** BRADBURY **(PASSED 5-0) TIME: 4:15 P.M.**

To go into Executive Session for Personnel Matters under Title 1 M.R.S.A. § 405(6)(A).

MOTION BRADBURY SECOND PEACOCK (PASSED 5-0) TIME: 4:45 P.M.
To come out of Executive Session.

V. ACTION from EXECUTIVE SESSION

MOTION BRADBURY SECOND PEACOCK (PASSED 5-0)
To re-advertise for the position of City Manager in the Portland Press Herald,
The Quoddy Tides, the Maine Sunday Telegram, and with Maine Municipal
Association and that it hold a deadline of thirty days for submission of applications.

VI. ADJOURN

MOTION SMALL SECOND EMERY (PASSED 5-0) TIME: 4:46 P.M.
To adjourn.