

**RECORD OF REGULAR MEETING
ELLSWORTH CITY COUNCIL**

DATE: FEBRUARY 08, 2016

TIME: 7:00 PM

PLACE: ELLSWORTH CITY HALL COUNCIL CHAMBERS

**CITY COUNCIL PRESENT: BEATHEM, BLANCHETTE, CROSTHWAITE, FORTIER,
MOORE, PERKINS AND PHILLIPS.**

CITY COUNCIL ABSENT:

**KEY SPEAKERS PRESENT: CITY MANAGER DAVID COLE, TAMMY MOTE, MARK
REMICK, AND MICHAEL HARRIS.**

Call to Order.

Chairman Crosthwaite called the regular meeting of the Ellsworth City Council to order at 7:00 p.m.

Pledge of Allegiance.

All stood for the pledge of allegiance.

Rules of Order.

The meeting was conducted under Robert’s Rules of Order and other rules adopted at the November 9, 2015 Annual Organizational Meeting of the Ellsworth City Council. After being recognized by the Chairman, a person may speak not more than three (3) minutes on any one item on the agenda. In addition, the person may speak not more than two (2) minutes in rebuttal.

Adoption of minutes from the following meeting (s) of the Ellsworth City Council:

12/14/2015 Regular meeting.

01/11/2016 Regular meeting.

On a motion by Fortier, seconded by Blanchette, it was unanimously

RESOLVED to approve adoption of minutes from the following meeting (s) of the Ellsworth City Council: 12/14/2015 Regular Monthly Meeting and 01/11/2016 Regular Meeting.

City Manager’s Report.

David Cole, City Manager announced Winter Carnival is scheduled for Saturday, February 13, 2016. The festivities will be held at Woodlawn Museum from 9:00 AM until Noon; Cole listed some of the available activities. There will be fireworks at 6:00 PM at the Ellsworth High School. There will be no activities at the ice skating rink. City staff met with representatives from MaineDot and their engineers to discuss the reconstruction project on Rt. 1 A /Bangor Road. This was a productive meeting. All the construction activities will be coordinated between the City and MaineDot. The public will be kept updated on the timetable of construction activities and traffic conditions. MaineDot believes they can keep two

Call to Order.

Pledge of Allegiance.

Rules of Order.

Approved - Adoption of minutes from the following meeting (s) of the Ellsworth City Council: 12/14/2015 Regular Meeting and 01/11/2016 Regular Meeting.

City Manager’s Report.

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lanes of traffic moving from 6 AM to 6 PM with night construction being reduced to one lane of traffic. This schedule may reduce or eliminate the need for an official detour route. Last week the purchase of the former CHCS property located on Water Street next to the Harbor Park was finalized. The building will need some cleaning and minor modifications before the Union River Center for Innovation can open in April. The goal is to promote business innovation within Ellsworth by helping incubate promising small firms. This will allow small businesses to grow and eventually move into larger locations within the City. The Interim Police Chief, Don O'Halloran was sworn into office this week. This has been a good fit during the time the City finalizes an employment agreement with the permanent replacement for former Police Chief Christopher Coleman.

Committee Reports.

➤ *Recreation Commission.* Councilor Fortier stated after a difficult season of attempting to construct an ice rink the Committee has decided to postpone installing an ice rink until next winter. The new location proved to be a difficult spot to construct an ice rink. In an attempt to salvage the Winter Carnival activities scheduled at the ice rink, a local engineer assisted the committee with a possible solution so the rink could be flooded. Unfortunately, over the weekend it became clear to the Committee that if the rink remained in this condition the new liner would tear before the rink was even ready for skating. A decision was made to drain the rink and close it for the season. There is still ice on the rink; however, Fortier strongly encouraged citizens to stay off the rink. As the water drains off an unsafe environment will be created which could result in damage to the new liner. The ice rink has been very successful the last four or five years and has been the highlight of the winter season for recreation in the City. This year the conditions were not right to create a sustainable ice rink. The only fix will be to find a 140' x 80' flat area where the ice rink can be constructed. This could mean removing grass and constructing a flat play area at the Knowlton Park or moving the ice rink somewhere else in the City. The rink will not be constructed next year without a flat area. Fortier thanked the Recreation Commission members who spent hours at the Knowlton Park trying to figure out a way to make the ice rink a success this season. The fireworks display scheduled for Saturday night at 6 PM will be huge. Fortier extended a thank you to the businesses, members of the public and other community groups that generously donated, to make this show the biggest ever presented during Winter Carnival.

Committee Reports.

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➤ *Harbor Commission.* Councilor John Moore stated a serious obstacle has been encountered at the Harbor this past month. A dolphin (one of the supports for the slips) which creates a tripod at the bottom was found to be out of place. Last year these loosened up during the winter and were forced back into place. This year even with the lack of ice, it lifted out of place again. It will be fairly critical to get this back in place before the boating season so that the slips can be installed securely. This is the third dolphin out of five, placing it just about in the middle of the structure. Mark Remick, Chairman for the Harbor Commission noted the slips cannot be placed in the water without this dolphin securely in place. Remick explained the Commission has been in contact with Prock Marine, who placed them on their work schedule. Prock Marine stated the quote received last year will be honored. This work is estimated to cost between \$15,000 and \$20,000. Once Prock Marine is on site, this issue should be fixed within half a day. Remick explained how he felt Prock Marine would fix this situation; the only unknown is what course of action they can take to avoid this same situation in the future. As part of the solution, there will need to be a discussion with the engineers that originally designed this system as it has failed two years in a row. Once Prock Marine is on site they will need to address the dolphin that was negatively affected last year; Remick felt this should be a quick fix for them. Getting Prock Marine on site is approximately 90% of the cost, getting the actual work completed is minimal in comparison.

Citizens' Comments.

Todd Little-Siebol, a resident of Ellsworth had a couple of follow-up questions for the Council in regards to the visioning process and what happens next. He thanked the Council for this process and noted it took real vision to identify the need to look at this topic. He was interested in how citizens could remain involved with the City moving forward; it was through this process that many citizens realized the need to become engaged in local government. Little-Siebol has had many discussions with citizens who would like to stay engaged around topics such as Ordinances, Comprehensive Planning, and other similar topics. Chairman Crosthwaite noted there is not a specific timeline or agenda for implementing the visions and missions statements. This document is a living document and it will need to be updated over time. Citizen involvement will be needed and requested as this process moves forward into the implementation phase. Crosthwaite stated those decisions have not been made yet, the first steps are to approve the statements, get them on the website and make use of the social media outlets.

Citizens' Comments.

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Little-Siebol inquired if there were concrete plans to revise the Comprehensive Plan as part of the visions and missions statements. Crosthwaite stated this may bring the Council to a point where a few different documents will need to be reviewed for consistency. Little-Siebol offered to help organize other citizens who have already voiced an interest to him on these topics. He was particularly interested in assisting with revisions to the Comprehensive Plan. City Manager, David Cole noted that City Staff along with the Management Team are currently working on developing individual department goals; however, they will be designed to crossover between departments. If the City is planning to reach for community development and economic development the goals need to be a collaborative effort up through the different levels of staff in an effort to carry out the Council's mission.

Presentation of Awards.

There were no presentations to be awarded this month for years of service with the City of Ellsworth.

Presentation of Firefighter of the year award by Fire Chief.

Chairman Crosthwaite noted the recipient of the Firefighter of the year award is not available tonight because he is helping plow the snow that is currently falling. This presentation will be tabled until the March Regular Council Meeting.

UNFINISHED BUSINESS

Council Order #011610, Request of the Harbor Commission to amend the Harbor Fee Schedule. (Tabled from the January 11, 2016 Regular Council meeting)

Chairman Crosthwaite explained this item was tabled from the January 11, 2016 Council meeting. The Council received attachment #1, recommended fee increases, the Commission meeting minutes supporting the increases and the Waterfront Seasonal Concession Rules and Guidelines prior to the meeting. Mark Remick, Harbor Commission Chairman stated the Commission is requesting authorization to change their fee schedule. Most of the mooring fees have not been adjusted since 2003. The fees for the slips are the original fees adopted four years ago. A survey was conducted on similar fees from area harbors during the process of developing a new fee schedule. The proposed fee increases are still lower than most other harbors. Councilor Moore was not completely in favor of the increased fees until the issues arose with the dolphin as discussed in the Harbor Commission

Presentation of Awards.

Tabled – Firefighter of the year until March meeting.

Unfinished Business.

Approved - Council Order #011610, amending the Harbor Fee Schedule as presented in attachment #1.

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report this evening. Moore recognizes the need for the Harbor to raise some additional revenues, not just for this immediate concern but for future expenses. Remick noted that Commission discussions involved the need for those using the Harbor to help pay a larger portion of the expenses rather than passing those onto the tax payers that do not utilize the Harbor amenities. Moore and Remick agreed the proposed increases are fairly small. Crosthwaite noted the increased fees are still very competitive. Councilor Perkins inquired about what communities were surveyed when comparing harbor rates. She looked at the rates in Belfast and Trenton and did not find competitive rates for similar services. Perkins was concerned that the rates in Ellsworth were much higher than in Belfast which is similar in size and services provided. Remick noted Belfast has more than 4 times the mooring spaces available, compared to Ellsworth. Councilor Fortier inquired how many people are currently on the waiting list for slips and moorings. Remick was not sure on the answer for this season; however, at the end of last season there were 3 waiting for a mooring and only 1 or 2 for slips. Remick explained what is meant by the half slip fee in comparison to the small and large slip fee. This was not in the original design; however, at the end of the slip dock there is an open space available. This translates into half a slip space, and comes in fairly handy. The previous Harbormaster Randy Heckman suggested offering this space on a seasonal basis and Remick agreed it makes a very nice spot to place a boat. Councilor Blanchette was concerned with the resident and non-resident mooring fee within the inner harbor both being increased to the same amount of \$150. However, the Harbor Park event rate for a non-resident is double what an Ellsworth tax payer would be charged. Blanchette questioned why there would be a difference in fee for the events but not the moorings. Remick explained there is a delineation made by State Statute because part of the Harbor is within the Federal Channel. The fee schedule must specify resident and non-resident rates. Remick explained even if they mean the same thing to the Commission, they are still mandated to separate those two items on the fee schedule. Moore explained in a few cases non-residents have slip rentals; however, they are tax payers in Ellsworth. Remick explained due to the way the slip project was funded, non-residents are permitted to have slip rentals if they are a tax payer in Ellsworth. Perkins wondered why a percentage increase was not considered across all fees rather than some fees almost doubling while others have a smaller proposed increase. Remick felt even though it is a larger percentage increase, the mooring fee is still only increasing by \$50 and the slip fee is increasing by \$100. Perkins felt a \$50 increase is fairly significant for mooring holders. She would have preferred a percentage increase rather than a set dollar amount increase. Councilor Beathem requested an explanation on what was meant by the mooring application late fee. Remick explained this was integrated because of the wait list and the

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number of people trying to get a mooring. Without a timeline that is followed than a person on the wait list might miss another boating season when it is determined the mooring space is available. Remick provided an example to demonstrate the purpose behind the fee. There is a time limit assigned to the late fee as well. This process is designed to keep the mooring holder engaged in the process while at the same time allowing for unforeseen circumstances that may cause the first deadline to be missed. Remick noted there does not seem to be as much abuse with this process as there was in the past. A few moorings were not filled until mid July last year due to the delays.

On a motion by Fortier, seconded by Moore, it was

RESOLVED to approve Council Order #011610, amending the Harbor Fee Schedule as presented in attachment #1.

Before a vote was taken on the above motion, Perkins asked what the relationship was between the current revenues received compared to the associated expenses with the Harbor. Tammy Mote, Finance Director provided Perkins with an explanation. Mote explained the Council will need to find the funds to cover the expense that will be incurred to fix the dolphin. There is very little money remaining in the Harbor Reserve to cover this unanticipated expense. Moore inquired how much additional revenue the proposed increases to the rate schedule would bring in; Remick guessed between \$1,200 and \$1,500 at the end of the season.

A final vote was taken on the above motion with 6 members voting in favor (Beathem, Blanchette, Crosthwaite, Fortier, Moore, and Phillips) and 1 member voting in opposition (Perkins).

Council Order #011611, Review and determination of the sewer service charge rates in accordance with Ellsworth Code of Ordinances, Chapter 5, Sewer Ordinance, Article X Sewer Service Charge, Section 1002. (Tabled from the January 11, 2016 Regular Council meeting)

Tammy Mote, Finance Director briefly recapped the main reason this item is being presented. Several years ago the State and Federal government mandated the City of Ellsworth construct a new wastewater treatment plant. This new plant cost the City of Ellsworth \$21 million. Funding was secured through grants (35%) and loans (65%) to construct this new plant. The main reason for increasing the sewer user fees is due to the new debit service incurred through this project. See

Approved - Council Order #011611, Change in the sewer user rate from \$5.61 per 100 cubic feet to \$8.03 per 100 cubic feet. Effective with the April 1, 2016 billing date.

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attachment #2 for information provided to the Council prior to the meeting. This information included a table reflecting the impacts on each user type by increasing the rate from \$5.61 to \$8.03 per 100 cubic feet. Mote specifically noted that when the City obtained USDA-RD funding, USDA stated that the City would need to have rates remain below 2 percent of the low to moderate income amount (\$28,000) for residential customers. The City has since refinanced the USDA loan which removed that stipulation from the rate structure; however, by increasing the rate, the annual amount for an average residential customer is still below 2% of the low to moderate income amount (\$28,000). The chart should have stated average “quarterly” usage, rather than “monthly”. Councilor Fortier stated the City needs to increase the rates due to a cash flow problem within the Wastewater Treatment Plant operating budget. It was noted that other than the Hancock County Technical Center, during the time that the School Department was part of the RSU they were never billed for sewer usage. Some of the other entities that have never been billed for sewage usage are the City Hall, Ellsworth High School or the Ellsworth Elementary Middle School. Fortier felt in addition to covering the debit service, the cost of treating the sewage should be charged to the budget line items that are responsible for sending it to the wastewater treatment plant. Fortier inquired whether this is an allowable expense that could be included within the Ellsworth High School tuition rate and considered as part of the general operating expense. Fortier would like to see the staff present a plan to start billing all users of the system, this would include City Hall as it is a cost of doing business. Mote stated according to her quick calculations based on some average usage numbers billing all entities could increase the revenues by \$22,000. According to PUC regulations those entities are already paying for water usage. Michael Harris, Wastewater Treatment Superintendent stated the rate increase is necessary. Since he started working for the City of Ellsworth he has strived to make the operations as economical as possible. Harris introduced additional forms of revenue at the time the plant was constructed, those included accepting septage from private haulers and other municipalities. Harris supports collecting user fees from all entities; this is no different than the other utilities that are already included within their operating budgets. Councilor Beathem felt the full increase of at least \$8.03 per 100 cubic feet, was necessary at this time. He would have preferred a step-in approach; however, the cash flow concerns have reached a point that does not allow for this. David Cole, City Manager stated if this rate increase is adopted it will be consistent with rates found in other service center cities. The unfortunate part is most other service centers have a larger user base than the City of Ellsworth does. Beathem felt a larger increase should at least be considered; however, given the size of the proposed increase it is difficult to support anything much higher at this time. Councilor Blanchette initially felt the 43% increase should be stepped in

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with half the increase this year and the other half next year. However, based on the reports supplied at the Finance Committee meeting each week, Blanchette sees the immediate need to implement the entire increase this year. The monthly increase for a minimal user will be \$7.26. When the increase is broken down monthly for residential users, it is not as startling; however, Fortier was mostly concerned with the impact on commercial users and the potential for future development within the City. Councilor Perkins inquired if anyone had received comments or concerns from citizens as they digested this topic. Mote stated she received a phone call and the Utilities Clerk reported she had not received any inquires. Cole stated the topic was adequately addressed within the media. Crosthwaite reported speaking to three residents who thought this increase would also increase the water rates. He explained they are separate rates and are not contingent on one another. Fortier was asked to meet and address questions and concerns with the Interim Acting Director for the Chamber of Commerce, as she was fielding a lot of calls on this topic. Fortier provided a copy of attachment #2 to the Chamber to assist with the educational process. Fortier stated it appeared they may have fielded approximately 10 phone calls.

Although a formal public hearing was not scheduled for this item, Kelly Cochrane did request permission to speak. She had read about the topic in the paper and been involved with multiple conversations in regards to this; however, she was wondering where she could obtain the information to aid her in becoming informed. Cochrane was inquiring where citizens could go to get documentation on City activities in general. Crosthwaite stated at any time citizens could physically come to City Hall and check with the City Clerk, the Finance Department, Penny Weinstein or David Cole. Information can always be requested directly from a City Councilor or Councilors can speak to a group of people on topics of interest. Fortier explained the current process of creating digital packets of the supporting information before each Council meeting and how this process would be simple to extend to interested citizens. Mote explained that Cole is working on developing a Communications Committee which will be tasked with addressing some of these questions and processes. Cole would like to be more proactive on this topic. He has spoken to a majority of the groups in Ellsworth and would like to work with these groups to figure out how the City can do a better job of distributing information. Blanchette inquired if the packets could be sent out to a list of interested citizens. The current website does not have the ability to have members of the public subscribe to receive notices and packets. The email service is often limited by the size of a file, making it difficult to send the entire packet. The agendas are now being linked to a Face Book post just prior to the meeting date. Cole welcomed suggestions from the public so that information can be

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shared to the maximum level possible. Perkins inquired how ideas could be shared with the Communications Committee. Cole replied at the last Management Meeting a Committee was formed with Micki Sumpter being named the Chair. Cole recommended directing suggestions to Cole or Sumpter. At some point the Committee will be presenting their plans to the Council in an appropriate platform. The Committee will be looking for solutions that do not cost a lot of money. Revisions will be needed on the current website to allow citizens to subscribe to notices, agendas and other material that is important to them.

On a motion by Fortier, seconded by Moore, it was unanimously

RESOLVED to approve Council Order #011611, Change in the sewer user rate from \$5.61 per 100 cubic feet to \$8.03 per 100 cubic feet. Effective with the April 1, 2016 billing date.

CONSENT AGENDA

CONSENT AGENDA: All items with an asterisk () are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.*

*Council Order #021600, Request of the Deputy Treasurer/Tax Collector to accept payments on tax acquired timeshare units per the attached spreadsheet and to authorize the City Manager to release said properties through Municipal Quit-Claim Deeds.**

See attachment #3 for the list of timeshare units that were sold during the course of the last month, along with the sale price and purchaser information.

*Council Order #021601, Request of the Deputy Treasurer/Tax Collector to release properties redeemed during the 30 day redemption period ending January 11, 2016 through Quit-Claim Deeds. **

See attachment #4 for the property information on parcels redeemed during the 30 day redemption period ending January 11, 2016.

*Council Order #021602, Request of the Housing Authority to appoint Jeri White to the Board of the City of Ellsworth Housing Authority, term to expire 01/01/2021. **

Consent Agenda.

Approved - Consent agenda as presented this evening.

Approved - Council Order #021600, accept payments on time share units authorize City Manager to issue Quit-Claim Deeds.

Approved - Council Order #021601, Quit-Claim properties redeemed during the 30 day redemption period.

Approved - Council Order #021602, Jeri

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REMICK, AND MICHAEL HARRIS.**

On a motion by Phillips, seconded by Beathem, it was unanimously

RESOLVED to approve the consent agenda as presented this evening.

NEW BUSINESS

Public hearing and action on the issuance of Business License (s):

Alicia Souththivong d/b/a Bangkok Restaurant, Inc., 78 Downeast Highway, for renewal of a City Class B License (Victualer/Liquor/Amusement) and renewal of a State Restaurant (Class I, II, III, IV) Liquor License (Malt, Spirituous, and Vinous).

The staff reports the premises are in compliance with required codes and ordinances necessary to issue the requested licenses.

Public hearing was opened.

There were no comments.

Public hearing was closed.

On a motion by Blanchette, seconded by Moore, it was unanimously

RESOLVED to approve the request of Alicia Souththivong d/b/a Bangkok Restaurant, Inc., 78 Downeast Highway, for renewal of a City Class B License (Victualer/Liquor/Amusement) and renewal of a State Restaurant (Class I, II, III, IV) Liquor License (Malt, Spirituous, and Vinous).

Ell Govs, LLC d/b/a Governors Restaurant, 253 High Street, for renewal of a City Class C License (Victualer/Liquor) and renewal of a State Restaurant (Class I, II, III, IV) Liquor License (Malt and Vinous).

The staff reports the premises are in compliance with required codes and ordinances necessary to issue the requested licenses.

Public hearing was opened.

There were no comments.

Public hearing was closed.

**White Housing
Authority term
expire 01/01/2021.**

New Business.

Approved - Alicia Souththivong d/b/a Bangkok Restaurant, Inc., 78 Downeast Highway, for renewal of a City Class B License (Victualer/Liquor/Amusement) and renewal of a State Restaurant (Class I, II, III, IV) Liquor License (Malt, Spirituous, and Vinous).

Approved - Ell Govs, LLC d/b/a Governors Restaurant, 253 High Street, for renewal of a City Class C License (Victualer/Liquor) and renewal of a State Restaurant (Class I, II, III, IV) Liquor License (Malt

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On a motion by Phillips, seconded by Beathem, it was unanimously

**RESOLVED to approve the request of Ell Govs, LLC d/b/a Governors
Restaurant, 253 High Street, for renewal of a City Class C License
(Victualer/Liquor) and renewal of a State Restaurant (Class I, II, III, IV) Liquor
License (Malt and Vinous).**

*Dana Cassidy d/b/a Colonial Inn, 321 High Street, for renewal of a City Lodging
License.*

The staff reports the premises are in compliance with required codes and ordinances
necessary to issue the requested licenses.

Public hearing was opened.

There were no comments.

Public hearing was closed.

On a motion by Phillips, seconded by Fortier, it was unanimously

**RESOLVED to approve the request of Dana Cassidy d/b/a Colonial Inn, 321
High Street, for renewal of a City Lodging License.**

*Betty's Hilltop House, 337 High Street, for renewal of a City Class B License
(Victualer/Liquor/Amusement) and renewal of a State Restaurant (Class I, II, III,
IV) Liquor License (Malt, Spirituous and Vinous).*

The staff reports the premises are in compliance with required codes and ordinances
necessary to issue the requested licenses.

Public hearing was opened.

There were no comments.

Public hearing was closed.

On a motion by Moore, seconded by Blanchette, it was unanimously

RESOLVED to approve the request of Betty's Hilltop House, 337 High Street,

and Vinous).

**Approved - Dana
Cassidy d/b/a
Colonial Inn, 321
High Street, for
renewal of a City
Lodging License.**

**Approved - Betty's
Hilltop House, 337
High Street, for
renewal of a City
Class B License
(Victualer/Liquor/A
musement) and
renewal of a State
Restaurant (Class I,
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*for renewal of a City Class B License (Victualer/Liquor/Amusement) and
renewal of a State Restaurant (Class I, II, III, IV) Liquor License (Malt,
Spirituos and Vinous).*

*Public hearing and action on Council Order #021603: An order authorizing the
issuance of tax anticipation note borrowing in an amount not to exceed
\$1,000,000.*

Tammy Mote, Finance Director explained each year she prepares a cash analysis to determine how much money the City would require to continue financing governmental activities and obligations in anticipation of funds to be raised by taxation. Initially, it was decided that \$3.5 million would best fit the cash needs for the City until tax bills were paid. However, to alleviate some pressure that is currently being felt on the cash flow of the City, Mote would like to increase that amount by \$1 million on an as needed basis only. See attachment #5 for the complete explanation including the order authorizing the issuance of tax anticipation note. This additional \$1 million would serve more as a line of credit.

Public hearing was opened.

There were no comments.

Public hearing was closed.

Councilor Fortier noted that originally the City was considering more than the \$3.5 million; however, the City had met the \$10 million tax exempt borrowing limit in the previous calendar year. This resulted in the original TAN being issued for \$3.5 million rather than the necessary \$4.5 million as calculated. David Cole, City Manager explained each year municipalities are allowed to receive up to \$10 million in tax exempt financing, this particular year the City refinanced the Wastewater Treatment Plant and that accounted for \$7 million of the allowable \$10 million borrowing.

On a motion by Phillips, seconded by Blanchette, it was

RESOLVED to approve authorizing an additional \$1 million Tax Anticipation Note (TAN), and also authorize Council Order #021603 per the attached written order (attachment #5).

Before a vote was taken Fortier noted the School Department salary reduces the

**Approved -
Authorizing an
additional \$1 million
Tax Anticipation
Note (TAN), and also
authorize Council
Order #021603 per
the attached written
order (attachment
#5).**

**RECORD OF REGULAR MEETING
ELLSWORTH CITY COUNCIL**

DATE: FEBRUARY 08, 2016

TIME: 7:00 PM

PLACE: ELLSWORTH CITY HALL COUNCIL CHAMBERS

**CITY COUNCIL PRESENT: BEATHAM, BLANCHETTE, CROSTHWAITE, FORTIER,
MOORE, PERKINS AND PHILLIPS.**

CITY COUNCIL ABSENT:

**KEY SPEAKERS PRESENT: CITY MANAGER DAVID COLE, TAMMY MOTE, MARK
REMICK, AND MICHAEL HARRIS.**

City cash flow by half a million dollars every two weeks.

A final vote was taken with all members voting unanimously in favor of the above motion.

Council Order #021604, Request of the City Manager to appoint a representative and alternate to the Maine Service Center Coalition.

David Cole, City Manager explained that Maine Municipal Association is the agent for the Maine Service Coalition. This is the annual request by Maine Municipal for appointment of representatives and alternates, which than allows those appointments to cast votes on Coalition business. Cole's recommendation was to appoint the City Manager as the representative and the Deputy City Manager as the alternate. See attachment #6 for the complete request.

On a motion by Moore, seconded by Fortier, it was unanimously

RESOLVED to approve Council Order #021604, Request of the City Manager to appoint a representative and alternate to the Maine Service Center Coalition, the representative will be City Manager David Cole and the alternate will be Deputy City Manager/Finance Director Tammy Mote.

Council Order #021605, Request of the Deputy Treasurer/Tax Collector to offer for sale by sealed bid various properties that have been acquired for non-payment of real estate taxes. (Complete list available at the City Clerk's Department).

Chairman Crosthwaite stated attachment #7 containing information on 2 vacant lots and 58 timeshare units acquired for the non-payment of real estate taxes was contained in Council packets prior to the meeting. Tammy Mote, Finance Director stated there are two parcels of property in addition to 58 more timeshare units. Including these 58 timeshare units, the City will now have 280 units available for sale. The properties being discussed this evening foreclosed on December 9, 2015. Mote briefly explained the foreclosure process as well as the 30 day redemption period that is in place to allow an owner to redeem their property. The City has been in contact with Acadia Village Resort to discuss different strategies that may help with this situation in the future.

On a motion by Blanchette, seconded by Phillips, it was unanimously

Approved - Council Order #021604, Request of the City Manager to appoint a representative and alternate to the Maine Service Center Coalition, the representative will be City Manager David Cole and the alternate will be Deputy City Manager/Finance Director Tammy Mote.

Approved - Council Order #021605, Request of the Deputy Treasurer/Tax Collector to offer for sale by sealed bids 2 vacant lots and 58 timeshare units, acquired for the non-payment of real estate taxes as contained in attachment #7.

**RECORD OF REGULAR MEETING
ELLSWORTH CITY COUNCIL**

DATE: FEBRUARY 08, 2016

TIME: 7:00 PM

PLACE: ELLSWORTH CITY HALL COUNCIL CHAMBERS

**CITY COUNCIL PRESENT: BEATHAM, BLANCHETTE, CROSTHWAITE, FORTIER,
MOORE, PERKINS AND PHILLIPS.**

CITY COUNCIL ABSENT:

**KEY SPEAKERS PRESENT: CITY MANAGER DAVID COLE, TAMMY MOTE, MARK
REMICK, AND MICHAEL HARRIS.**

**RESOLVED to approve Council Order #021605, Request of the Deputy
Treasurer/Tax Collector to offer for sale by sealed bids 2 vacant lots and 58
timeshare units, acquired for the non-payment of real estate taxes as contained in
attachment #7.**

*Council Order #021606, Discussion and action on accepting Vision and Goals
Statements for the City of Ellsworth.*

David Cole, City Manager explained approximately a year ago the City Council directed the City Manager to issue an RFP (request for proposals) for hiring a consulting firm to assist the Council and the community at large establish a mission and vision statement. This process would determine where the community would like to go in the future and how they would like to get there. Throughout this process under the guidance of Starboard Leadership there were numerous focus groups held. Many different stakeholder groups attended these focus sessions as well as a survey was conducted of area citizens to identify what the Ellsworth of tomorrow should look like. A Council workshop was held last week with the goal of fine tuning the final document. See attachment #8 for the complete request including the proposed final version of the Vision and Mission Statement. Cole noted the final document closely reflects the comments heard from the citizens and Council throughout the process. Chairman Crosthwaite reflected back on the process which began in December of 2014. One item of concern that came to light this afternoon was the fact that the document does not address the concept of Ellsworth being the County Seat for Hancock County. Crosthwaite recommended that some type of designation to the effect that Ellsworth is the County Seat or a shire town be included within the statement. He felt this designation is part of what Ellsworth is as a City. This designation was once held by Castine and at the time the County Building was turned over, Ellsworth was very proud of that distinction. Once the final language is ready the document will be on the website and have a social media presence. Councilor Fortier recommended taking the long version of the Vision Statement as proposed and edit it to state "Ellsworth, proudly the shire town of Hancock County, is an economically, socially, and culturally vital, year-round community that serves the region by providing an exceptional place for business, leisure and life". This simple amendment should meet the goal and not cause the document to be reformatted. Crosthwaite noted this document will be viewed as a living document that will be reviewed by future Councils and will be a very valuable tool for the City Management Team. This document will be helpful as the Department Heads create annual goals that align with the bigger goals for the City. Councilor Perkins noted how pleased she was throughout the process to see different groups within the Community come together and help create this

**Approved - Council
Order #021606,
adoption of the City
of Ellsworth Vision
and Mission
Statement as
attached (#8) with
the small change in
the first line of the
long version will say,
"Ellsworth, proud to
be the shire town of
Hancock County, is
an economically,
socially, and
culturally vital and
then goes on from
there. See
attachment #9 for
complete amended
copy.**

**RECORD OF REGULAR MEETING
ELLSWORTH CITY COUNCIL**

DATE: FEBRUARY 08, 2016

TIME: 7:00 PM

PLACE: ELLSWORTH CITY HALL COUNCIL CHAMBERS

**CITY COUNCIL PRESENT: BEATHEM, BLANCHETTE, CROSTHWAITE, FORTIER,
MOORE, PERKINS AND PHILLIPS.**

CITY COUNCIL ABSENT:

**KEY SPEAKERS PRESENT: CITY MANAGER DAVID COLE, TAMMY MOTE, MARK
REMICK, AND MICHAEL HARRIS.**

document. She was very appreciative of the process that was utilized to reach an outstanding document. Councilor Beathem noted the entire document is the City as a whole and it is a City Mission Statement, the last portion is the City Council mission. The Council can make the policy necessary to succeed; however, it needs the input and the rest of the community to make it come true.

On a motion by Fortier, seconded by Moore, it was unanimously

RESOLVED to approve Council Order #021606, adoption of the City of Ellsworth Vision and Mission Statement as attached (#8) with the small change in the first line of the long version will say, “Ellsworth, proud to be the shire town of Hancock County, is an economically, socially, and culturally vital and then goes on from there. See attachment #9 for complete amended copy.

Chairman Crosthwaite expressed the appreciation for all the work Kathy Hunt and Deb Claflin put into this process and project on behalf of the Council.

Adjournment.

On a motion by Fortier, seconded by Moore, it was unanimously

RESOLVED to approve adjournment at 8:22 PM.

A TRUE COPY

**ATTEST: _____
HEIDI-NOËL GRINDLE**

**Approved -
Adjournment at 8:22
PM.**