

**RECORD OF SPECIAL MEETING
ELLSWORTH CITY COUNCIL**

DATE: APRIL 29, 2016

TIME: 8:00 AM

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,
AND MICKI SUMPTER.**

Call to Order.

Chairman Crosthwaite called the special meeting of the Ellsworth City Council to order at 8:00 AM.

Unfinished Business.

Council Order #031616, Request of the Finance Director to award an RFP for Investment Services. (Tabled from the March 21, 2016 regular Council Meeting.)

There was no discussion before a motion was made.

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

RESOLVED to approve tabling Council Order #031616, Request of the Finance Director to award an RFP for Investment Services until the May 16, 2016 Regular Council meeting.

New Business.

Public hearing and action on Council Order #041611: Order authorizing the issuance of up to \$177,000 of the City's General Obligation Bonds to finance the installation of new fuel tanks and sidewalk improvements at the Ellsworth Harbor.

Tammy Mote, Finance Director stated last month the Harbor Commission presented the Ellsworth Harbor's Master Plan to the City Council at a workshop. Two specific projects have been identified as being top priority. The two projects would be funded through General Obligation Bonds. One of the projects is to repair and upgrade the fuel tanks.

Repair and Upgrade Fuel Delivery and Storage - The current fueling system is antiquated and is in severe need of replacement. The boating community is requesting gasoline and diesel. The estimated cost for this project is \$125,000. Moving the tank away from the immediate water front is a necessity, as well as a code requirement. Relocating this system allows for better safety, control, and parking.

Call to Order.

Unfinished Business.

Approved - Tabling Council Order #031616, Request of the Finance Director to award an RFP for Investment Services until the May 16, 2016 Regular Council meeting.

New Business.

Approved - Denying Council Order #041611, the authorization of an issuance of up to \$177,000, of the City's General Obligation Bonds, and notes in anticipation of, to finance the installation of new fuel tanks and sidewalk improvements at the Ellsworth Harbor.

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Sidewalk Improvements - The current sidewalk is dangerous and needs full reconstruction. Replacing this sidewalk and connecting it the sidewalk to the gazebo is consistent with the Harbor's long range plan. The estimated cost for this project is \$32,000.

The remaining \$20,000 of the estimated costs includes engineering services and bond counsel costs.

Chairman Crosthwaite inquired if all parties were comfortable with the location of the tanks. Mote stated Andrew McCullough would be hired to conduct the engineering services for both the tank project and sidewalk improvements. The entire concept of moving the Harbormaster's Office and the tanks will be considered within the engineering plans. Councilor Fortier was concerned with improving the sidewalk and then in a couple of years the plan will involve moving the Harbormaster's Office to another location resulting in the sidewalk improvements being destroyed in the process of putting in water and sewer lines. The long term plan involves a new building for a combined comfort station and Harbormaster's Office. There was a lengthy discussion on the different elements that should be considered while phasing in the cohesive master plan for the Harbor. Councilor Moore stated there was a master plan presented approximately 10 years ago. He thought Michele Gagnon, City Planner was part of the committee that presented the master plan for the Harbor. Moore felt some of the items could get started once it was determined which utilities should be installed across the parking lot. It was generally agreed none of the improvements would be made this summer. Moore stated the gas line really does need to be moved and extra money may need to be spent to ensure the tank cannot be hit by a vehicle. The immediate plan is to move the Harbormaster's Office back to the original location so the river can be seen from the Office. Councilor Phillips felt the vision of moving the Harbormaster's Office and building a comfort station was a plan for the future. The immediate need is to move the fuel tank; there are only a few limited spaces available to place the tank. Phillip believed there would be some protective barrier around the tank as it will be placed above ground. He felt it would make sense to run the utilities and cap the conduit so it is ready in the future. Phillips believes the sidewalk is in very bad shape. The Harbor Commission would like to fix this while it still can be repaired. The use of pavers to repair the sidewalk will make it easier in the future to fix the section of sidewalk that may get destroyed in the process of moving the Harbormaster's Office. There was a general consensus the project could be ready for completion in the fall. Councilor Beathem felt the sidewalk at the Harbor is not in great shape; however, it is not terrible either. The City has

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sidewalks in worse shape. Beathem felt replacing the sidewalk may be a larger project than it appears on the surface. Councilor Blanchette inquired if the Engineer provided separate estimates for the tanks and sidewalks. The cost estimate for engineering services was provided as one figure; however, predominately for the tanks. Blanchette provided some pictures and an explanation of damage he identified with the sidewalks in comparison to other sidewalks within the City. Generally, he felt the sidewalk was still serviceable at the Harbor and the life could be extended a few years by applying a coat of skinny mix. Moore felt when the time came to replace the sidewalk a railing system should be added. Blanchette was not in favor of much more than applying skinny mix to the sidewalks at the Harbor at this time. He would rather invest the money in a sidewalk used year round. Phillips stated it appears the consensus is the fuel tank is a good idea; the sidewalk is not a high priority for the Council at this time. He agreed that skinny mix or patching should be used to repair the sidewalk if there are immediate safety concerns. The replacement of the sidewalk should be reserved for when the master plan is completed. Mote stated the City is considering a Ship Grant to help fund some of the projects at the Harbor. Micki Sumpter, Economic Development Director stated there may be some available funds to help with projects at the Harbor and the new incubator site under the Department of Conservation. Sumpter felt the City should look at the whole picture in relation to the Harbor and abutting properties. The Planning Department should be included in the discussions. Sumpter thought she may be able to find the plan that has been referred to this evening. David Cole, City Manager stated he has discussed the State Street sidewalk with the Public Works Director Larry Wilson. It is believed this sidewalk can be addressed under the local roads program this year. This project has not been finalized yet; however, discussions with the Code Enforcement Officer indicate this work can be completed in compliance with ADA regulations. Cole has discussed the possibility of funding for improvements at the Harbor with members from Maine Department of Transportation. It is likely there will be another round of Small Harbors Improvement Program (S.H.I.P) funding awarded. There is a possibility the City can join forces with the MaineDOT to address some of the concerns at the Harbor. The available flexibility with the S.H.I. P grant may allow for the tank project to qualify for funding. This would be a competitive funding process and would take time to develop an application. Mote stated the permanent bonding for this project would not occur until Fiscal Year 2018 or 2019. There was a lengthy discussion concerning the financial plan including the permanent bonding schedule for this project. Councilor Perkins felt earlier discussions illustrated a need for a City staff member who has the ability to collaborate with other staff and is knowledge on the other projects happening within the City. This person could

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think about all the park projects throughout the City cohesively. Moore agreed the sidewalk at the Harbor could be fixed in the manner described by Blanchette earlier. Mote stated the Harbor Commission has approximately \$5,000 in the Capital Improvement Account. Beathem inquired whether the Council was willing to fund the process to create a plan that the Council could build upon over time. Blanchette feels it may be time to hire a professional that specializes in harbors and waterfronts to advise the Council on what could be completed at the Harbor. There was a discussion on how to address this item. Fortier felt the Council should direct the Manager to prepare a proposal for engineering services for the fuel tank to be discussed at the May Council meeting, including a funding source for the engineering portion and plan to install the tanks this fall.

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

RESOLVED to approve denying Council Order #041611, the authorization of an issuance of up to \$177,000, of the City's General Obligation Bonds, and notes in anticipation of, to finance the installation of new fuel tanks and sidewalk improvements at the Ellsworth Harbor.

Before a vote was taken on the above motion, Crosthwaite inquired if the formal public hearing was necessary as the Council was denying the request. This item is not being tabled; at the May Council meeting there will be a different request in regards to this matter. The consensus was a formal public hearing was not necessary at this time as the proposed authorization was being denied.

A vote was taken on the above motion with all members voting unanimously in favor to deny the request.

Public hearing and action on Council Order #041612: Order authorizing the issuance of up to \$340,400 of the City's General Obligation Bonds to finance a portion of State Street reconstruction costs including sewer improvements, sidewalk upgrades, and installation of an intersection at State Street and Forrest Avenue.

Tammy Mote, Finance Director stated as the MaineDOT is working on their project, the City of Ellsworth has signed an agreement that stated they would be responsible for a portion of that cost. As part of the project, the City will be responsible for a portion of the expense for the traffic signal at Forrest Avenue and the sidewalk from North Ellsworth to Western Avenue. The total portion due from

Approved - Council Order #041612, authorize an issuance of up to \$340,400, of the City's General Obligation Bonds, and notes in anticipation of, to finance a portion of State Street reconstruction costs

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the City is \$170,400. Attached is a copy of the Municipal/State agreement.

The City has identified a section of the sewer line that would be impacted by this project. The sewer infrastructure improvements include replacement of the 10” forcemain crossing at Davis Brook, gravity sewer at the High School entrance, resetting manhole top sections, adjusting manholes to match proposed grades, and relocation of sewer services at conflict locations. The estimated costs associated with these improvements total \$170,000. See attachment #2 for a copy of the estimate that Woodard & Curran submitted.

Public hearing opened.

There were no comments.

Public hearing was closed.

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

RESOLVED to approve Council Order #041612, authorize an issuance of up to \$340,400, of the City’s General Obligation Bonds, and notes in anticipation of, to finance a portion of State Street reconstruction costs including sewer improvements, sidewalk upgrades, and installation of an intersection at State Street and Forrest Avenue, and also authorize Council Order #041612 per the attached written order.

Public hearing and action on Council Order #041613: Order authorizing the issuance of up to \$965,000 of the City’s General Obligation Bonds to finance the construction of Forrest Avenue Extension and upgrades to Forrest Avenue.

Tammy Mote, Finance Director stated this would create an intersection at Forrest Avenue and State Street including constructing a new road from the intersection to the High School. This project includes the development of a new entrance to the high school, modifications to the existing high school entrance, and the construction of a new railroad crossing. This project would be done in coordination with the MaineDOT's reconstruction of State Street. The City has an agreement with the MaineDOT to share the cost of the project at a 90 % (State) 10% (City) rate. Part of

including sewer improvements, sidewalk upgrades, and installation of an intersection at State Street and Forrest Avenue, and also authorize Council Order #041612 per the attached written order.

Approved - Council Order #041613, issuance of up to \$965,000, of the City's General Obligation Bonds; and notes in anticipation of, to finance the construction of Forrest Avenue

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the project includes reclaiming a portion of Forrest Avenue near the basketball courts up to the steep hill. A complete reconstruction was not necessary at this time, reclaiming this section would remain stable for the next 10 to 15 years. This project has been presented and approved by the Planning Board. See attachment #3 for the minutes from that meeting. David Cole, City Manager clarified this is the Forrest Avenue Extension project, he emphasized project because that will not be the name of the new street. The Council will be naming that street at a later date. This is a separate project from the rail crossing project. Within the funds being approved are the City's match toward the rail crossing project and the State is contributing 90% of the funds through federal resources for the rail crossing. The City will be contributing \$20,000, which is included in this larger amount. Chairman Crosthwaite noted this will save the City of Ellsworth over approximately \$200,000. Cole thanked MaineDOT for the funding.

Public hearing opened.

There were no comments.

Public hearing closed.

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

RESOLVED to approve Council Order #041613, issuance of up to \$965,000, of the City's General Obligation Bonds; and notes in anticipation of, to finance the construction of Forrest Avenue Extension and upgrades to Forrest Avenue, and also authorize Council Order #041613 per the attached written order.

Adjournment.

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

RESOLVED to approve adjournment at 8:38 AM.

A TRUE COPY

**ATTEST: _____
HEIDI-NOËL GRINDLE**

Extension and upgrades to Forrest Avenue, and also authorize Council Order #041613 per the attached written order.

**Approved -
Adjournment at 8:38
AM.**