

## 2012 Government Operations Committee Meeting Minutes

### Table of Contents

Government Operations Committee Meeting Minutes for:

- [January 3<sup>rd</sup>, 2012](#)
- [January 10<sup>th</sup>, 2012](#)
- [February 14<sup>th</sup>, 2012](#)
- [March 13<sup>th</sup>, 2012](#)
- [March 27<sup>th</sup>, 2012](#)
- [April 10<sup>th</sup>, 2012](#)
- [April 24<sup>th</sup>, 2012](#)
- [June 12<sup>th</sup>, 2012](#)
- [August 6<sup>th</sup>, 2012](#)
- [September 17<sup>th</sup>, 2012](#)
- [October 1<sup>st</sup>, 2012](#)

Special Meeting  
Government Operations Committee  
January 3, 2012

Minutes

Councilors: Hawes, Gallant, Longo, Weston  
Staff: Yardley, Heitmann

1. Executive Session – 1MRSA Section 405 6(A). Personnel Matter – Consideration of Appointees to Dorothea Dix Advisory Council

The Committee met in Executive Session to consider appointees to the Dorothea Dix Advisory Council.

2. Making Appointments to the Dorothea Dix Advisory Council.

Council Order 12-051 authorized the Government Operations Committee to make appointments to the Dorothea Dix Advisory Council.

Following the Executive Session, the Committee adjourned and did not meet in open session.

Adjourned at 5:45 pm.

Government Operations Committee  
January 10, 2012

Minutes

Councilors: Gratwick, Weston, Longo, Gallant  
Staff: Conlow, Farrar, Cammack, Arno, Higgins  
Others: Kathy Moriarty, Bangor Water District Trustees: Wellington, Hamilton,  
Foss, Miller

1. Bangor Water District Update
  - Introduction of BWD Trustees and Staff (Chair Wellington)
  - Corrosion Control Plans for Lead Compliance (General Manager Moriarty)
  - Turbine Dedication (General Manager Moriarty)
  - Project Updates (General Manager Moriarty)
  - Committee Member Comments and/or Questions
2. Notice of Award – FY2011 Homeland Security Grant Program

The City of Bangor has been notified that it has been awarded \$141,317.72 for the State Homeland Security Program and \$110,194.08 for the Law Enforcement Terrorism Program. The grant program is designed to improve preparedness and response capabilities for Homeland Security related events in the State of Maine. No matching funds are required. A background memorandum from Chief Cammack detailing how the funds are proposed to be spent is attached. If approved, a Resolve to accept and appropriate the funding will be prepared.

3. Notice of Award – FY2011 Assistance to Firefighters Grant

The City of Bangor has been notified that it has been awarded \$54,900 for a Assistance to Firefighters Grant. The total project cost is \$61,000, with the federal share of 90% (\$54,900) and the local share at 10% (\$6,100). A background memorandum from Fire Chief Cammack detailing the proposed use of the funds is attached. If approved, a Resolve to accept and appropriate the funding will be prepared.

Adjourned at 5:45 pm.

**Government Operations Committee**

**February 14, 2012**

**Minutes**

**Councilors:** Gallant, Blanchette, Longo

**Staff:** Farrar, Gastia, Yardley, Willette, McNeil

**Others:** Christopher Nill and several members of the Bangor Dog Park Committee

**Meeting Convened: 5:00 PM**

**1. *Resolve 12-086, Accepting and Appropriating a \$79,000 Grant from the Maine Department of Health and Human Services – STD Clinic/HIV Counseling, Testing, and Referral***

Councilor Longo made a motion to move the consent agenda. Moved and seconded.

Unanimous committee vote.

**2. *Bangor Dog Park Project Update***

Tracy Willette, Director of Parks and Recreation, presented and stated that Members of the Bangor Dog Park project would like the City to consider the Essex Woods property as a new location (was intended to be a plan B site to Round House). The Essex Woods site was discussed at the Nov 15<sup>th</sup> Government Ops meeting and feedback provided was to reach out to neighbors to see what their concerns are and to be sure the park did not impede on existing activities. Mr. Willette would like to move forward to full Council for consideration to change the dog park location from Round House to Essex Woods.

Mr. Nill from the Dog Park Committee handed out photos and addressed two concerns from the previous meeting:

- 1) Feedback was obtained from the two closest neighbors, 673 & 671 Essex St. Mr. Atwood's biggest concern was noise from barking dogs. Mr. Nill said that he explained to him that this would not be like a kennel and there would not be constant barking. He also mentioned that the park hours would be similar to the local park hours. Mr. Nill said that Mr. Atwood did mention that he has pets and enjoys seeing the dogs there. The second neighbor was concerned with cleanliness and if the location would impede other uses. Mr. Nill stated that he explained that there would be on-site clean-up bags and trash containment that would be taken care of on a regular basis. He also explained that there are new site options. Mr. Nill said they both appreciated that we are including their input in the decisions and he invited them to come to future City Council meetings.
- 2) Site location: The committee is proposing three sites for the training yard that they feel will not impede other uses in Essex Woods.

Site A) Drawback: proximity to the basketball court. Transplanting trees between the two might help.

Site B) Drawback: is the proximity to large dog park. This could be distracting.

Ground work would be minimal.

Site C) Impact of integrity to Essex Park Woods. A lot of trees would be affected and may impact esthetics. (least preferable spot of Dog Park Committee)

Mr. Nill explained to the Council members that they would only thin trees as needed and would work with the forestry manager.

Longo moved staff recommendation on this item. Seconded.

Opened for public comment: Ms. Dolly, a member of the dog park committee, said that they are planning to have a town meeting to let everyone know what they are planning to do, where the funding will be coming from, who will be taking care of the grounds, etc.

The committee endorsed the proposal to designate Essex Woods as the new location, and all three sites will be sent to Full Council for discussion with the understanding that site A is the Dog Park Committee's preferred site for the small training yard.

Unanimous Committee Vote.

### **3. HVAC Remediation Project at the Police Department**

Chief Gastia stated that in Dec 2006 they took occupancy of current new police station. Since that time there have been recurring problems with the HVAC (heating, ventilation and air conditioning) system; not heating and cooling properly, a lot of humidity problems, not proper exchange of air. The PD has worked with the architects, contractors as well as sub-contractors who were all unable to identify the problems. An independent consultant, Turner Building Science and Design, was hired in June 2010 to assess situation and make recommendations. Based on the recommendations, in Sept 2010, WBRC, designers of the building, indicated that they saw some validity and conducted a cost analysis at their expense. This report was received Feb 2010. April 2011, the City evaluated all of the recommendations from Turner and WBRC. Cost analysis has come in at approximately \$178,142 to fix. The City has approximately \$121,000 in original building funds (retained with the understanding that we may have to use for this). We have also looked at the Police Dept Operational budget which has funding to purchase a maintenance agreement which has not been expended. Chief Gastia is requesting approval to release the RFP next week to continue this process. Chief Gastia explained that if we do not complete this project, the system will continue to not be working properly and there are also future concerns (rust/mold) due to the humidity levels, which are over 75% in during the summer in the fitness room. He also feels that we can also save money on electric bills by completing this project.

Councilor Longo moved to approve staff recommendation. Motion seconded.

Councilor Gallant stated that this committee is just endorsing sending out the RFP at this time. He mentioned that this is a huge investment city has made in this new police station and we have seen where high humidity has caused problems with other city buildings.

Unanimous Committee Vote.

#### **4. Regulation of Political Signs**

Councilor Longo moved to postpone this item indefinitely. Councilor Blanchette would like the item to be heard. Councilor Longo withdrew his motion, but would like to reintroduce it after the discussion.

Norm Heitmann, City Solicitor, stated that some of the concerns were duration, size, placement and numbers. Mr. Heitmann said that the signs are protected by the 1<sup>st</sup> amendment. State or local government has to have a compelling interest as to why they are regulating the signs, and ordinances should spell those out. He mentioned that different municipalities & state have different rights when it comes to public vs private property. We would need to look for guidance from the legislative history of court cases that have been out there already. 1) In regards to a challenge, if someone wants to know why we are doing what we are doing, this needs to be clear and 2) if there is a challenge, we need to have the information to back up what we did.

Councilor Gallant opened the item for public comment.

Resident, Steve Sleeper of Silver Road expressed his disapproval of this idea. He painted more than a dozen signs in the last election and stated that they are very careful about where they were placed. He feels it is a really bad idea to be limiting the size of the signs. He thinks it is working well as it is and does not think that it needs to be changed.

Councilor Longo agreed with Mr. Sleeper's comments and moved to postpone this item indefinitely. Councilor Gallant seconds this after the discussion. The motion passed to postpone the item indefinitely.

#### **5. Community Connector Transit System Update – Additional buses, Advertising and New Route**

Superintendent McNeil stated that a year ago some used buses from New York became available. The state of Maine received 14 of them, and Bangor received 5 of the 14. The life of this type of bus is 500,000+ miles and these have been excellently maintained. We have started working on them 2 weeks ago, adding our logo, installing some purchased items and some from older buses, etc. We need to have driver training. It is expensive to paint them all red; however Mr. McNeil feels that we need to make them look more in line with our fleet. He brought pictures to show current white buses, plus full-wrapped busses. He asked our advertising company if they could wrap new Orion buses to take some of the expense from repainting entire bus. The proposal is to just paint the front of the bus red, so citizens will be able to identify them as transit buses, and this can be done at a fairly reasonable cost.

Mr. Farrar explained that they are asking permission just to paint front nose of the buses. This does not necessarily require full council approval, but given the interest that the committee and the council have had, we just wanted to run the concept by the committee.

Councilor Gallant thought that \$2,500 per bus is excessive. Mr. McNeil clarified \$2,500 is the total for 5 busses. He stated that the red nose helps citizens identify that this is a city bus. Local company came in and said they could paint it within a week or two.

Longo moved staff recommendation. Gallant seconded. Vote doubted. Longo: yes, Gallant: yes, Blanchette: no. 2-1, motion passed.

Discussion of route: Now that we have the buses needed to perform this new service, we are planning to begin on April 2<sup>nd</sup>. Plan on M-F running about 12hrs per day.

Mr. Farrar commented that when they met with the Council last spring to discuss adding the new route, it was mentioned that we would be contacting some of the businesses in that area to see if they would be willing to make a financial contribution. Now that we have the buses, it would be our intention to follow up on that Council Order that gives our staff or a representative of Council the opportunity to go out and meet with some of those businesses. He does not see a need to come back to a committee with the outcome, but will inform the Council if we are successful or not.

**Meeting Adjourned: 6:20 PM**

**Government Operations Committee  
March 13, 2012  
Minutes**

**Councilors:** Hawes, Blanchette, Baldacci, Gallant, Longo, Sprague  
**Staff:** Conlow, Farrar, Cheverie, Yardley

**Meeting Convened: 5:00 PM**

**1. Proposal to Increase Taxicab Fares**

This item was withdrawn by the taxi cab owners who had proposed it.

**2. Professional Services Contract – Medical Director, Bangor Fire Department**

Interim Fire Chief Rick Cheverie stated Dr. Bowie has been with us since 1995 and that he is requesting a renewal of his contract. The Medical Director oversees the Emergency Medical Services (EMS) Division at the Fire Department. Dr. Robert Bowie has provided this service for many years and the current two year contract has expired. The proposed contract is for another two year period at the same fee of \$3,000 per year. Mr. Farrar added that if the committee approves, this will be an order on the upcoming City Council agenda on the 26<sup>th</sup>.

Contract moved and seconded. Unanimous vote.

**3. ORDER, Authorizing the City Manager to apply for \$125,000 from the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration to implement the Drug Free Communities Support Program.**

*The Drug Free Communities Support Program was established to create and strengthen collaborative efforts to prevent and reduce substance abuse among youth. This \$125,000 grant, renewable for up to 5 years, will be used to implement the program in Brewer, Clifton, Eddington, Hampden, Hermon, Holden, Newburgh and Orrington eight of the 12 communities in our Healthy Maine Partnership region. The project will fall under the umbrella of Bangor Health & Community Services Health Promotion Program and support our regional efforts to address the issues related to substance abuse in our entire service area.*

Shawn Yardley, Director of Health and Human Services, stated that this grant specifically looks at under-age drinking and substance abuse. The grant is very competitive and we have been unsuccessful with previous applications. He is requesting the Council's permission to submit another application for this grant. Mr. Yardley responded to Councilor questions stating that there is no obvious reason that we have not received the grant previously, there are no matching funds required, and that if we received the grant, we may be able to reduce the impact of some of the state funding we are about to lose.

Moved and seconded to authorize the application of this grant. Unanimous vote.

**4. ORDER, Authorizing the City Manager to apply for a \$185,000 grant from the AstraZeneca Healthcare Foundation.**

This order authorizes the City Manager to apply for a \$185,000 grant from the AstraZeneca Healthcare foundation to provide funding for work with the Eastern Maine Healthcare Systems, Penobscot Community Health Community Care Teams, and other Beacon sites to reduce rates of cardiovascular disease in our region through education and on-site services. The approach to reducing cardiovascular disease will largely emphasize physical activity, nutrition, and reducing tobacco dependence, with some systems level change and direct service being provided in each area. Mr. Yardley stated that this is a new application that we are submitting. He explained that there are no matching fund requirements by the City. Councilor Baldacci feels that we should consider having a professional grant writer on staff.

Councilor Baldacci moved to approve order as recommended. Motion seconded and passed unanimously. This request will go forth to the next full Council meeting for approval.

**Meeting Adjourned: 5:15 PM**

**Government Operations Committee  
Tuesday, March 27, 2012 at 5:00 PM  
City Council Chambers**

**Meeting Minutes**

**Councilors:** Blanchette, Longo, Baldacci, Gallant, Gratwick

**Staff:** Conlow, Farrar, Heitmann, Farrar

**Others:** Media Representatives, Mike Turcotte, Gary Watson, Steve Sleeper, Charles Birkel, Polly Civiello

**Meeting Convened: 5:00 PM**

***1. Discussion of a proposal to consider the creation of an elected Mayor position on the City Council.***

Due to a malfunction with the audio recording equipment, staff was not able to prepare meeting minutes. The following is a summary of the meeting.

Councilor Longo introduced the item and indicated that it was his intent to begin a discussion on the topic of whether Bangor could be better served by creating the position of an elected mayor. Longo mentioned some of the benefits that he believed might be gained by establishing such a position. He cited the recent decision by the City of Portland to create an elected mayor position, as well as other communities who have similar positions. Other Councilors in attendance expressed their thoughts and opinions on the elected mayor concept. City Attorney Heitmann was asked to explain the process by which the City Charter would need to be amended if the Council was interested in moving forward with the concept. Many councilors spoke about their concerns regarding the current process used to elect the Council Chair, and what transpires between the day after the election and the following Monday, when the Council Chair is elected. Councilors expressed their feelings that the current procedure to elect the Council Chair is awkward and does not allow councilors to learn why candidates are running. It also is difficult for new Councilors who, immediately after being elected, are subjected to pressure to vote for a certain candidate when may not know who is running or what qualities he / she may possess to be Council Chair. Three residents spoke regarding the issue, with two of the three indicating that an elected mayor was not needed. City Attorney Heitmann indicated that there were other approaches that could be considered if there was interest in exploring options to the current way the Council Chair is elected. Councilors then summed up their individual thoughts on the matter. There were no motions made and the Committee took no action on the issue.

**Meeting Adjourned: 6:00 PM**

**Government Operations Committee**  
**April 10, 2012 at 5:00 p.m.**  
**Minutes**

**Councilors:** Weston, Hawes, Blanchette, Longo,

**Staff:** Conlow, Farrar, Willette, Enman, Jarvis, Gendreau, Ledwith

**Others:** Michael and Melissa Smith-Towle of Smith Towle Group, Inc.

**1. Bangor Municipal Golf Course/Restaurant Lease**

Tracy Willette, Director of Parks & Recreation explained that the current contract for the golf course restaurant lease has expired. Willette's staff has received three proposals from qualified vendors; Fairways Grill, (which is the most recent operator) Hero's Sports Bar and Smith Towle, Inc. One criteria that differed in each proposal was the amount of the concession fee paid to the City of Bangor. Fairways Grill offered \$10,000 over the three year contract, Hero's offer was \$15,750 and Smith Towle Group offered a total of \$16,500. After careful consideration and review of proposals, staff is recommending accepting the highest concession fee offered which is that of the Smith Towle Group, Inc. Willette and staff met with Smith Towle and felt confident that they will provide new opportunities that will compliment the entire golf course operation.

After questions and discussion among Councilors and Willette, the following was concluded:

- Revenue: A periodic review of the concession's gross revenue (not profit) as it relates to the City could be helpful in determining future success of both the restaurant as well as the golf course.
- Equipment: The new tenant is given a list of equipment supplied by the golf course and available for their use. They will also bring some of their own equipment depending on the menu.
- Fees: The fee that is paid to the City does not include the vendor's utilities, fuel, or costs associated with the beverage service carts. The tenant is responsible for those costs above and beyond the rental fees.
- Contract: The length of contract is a "Three and Three". At the end of a three-year contract if both parties mutually agree, they can continue that contract for an additional three years. Parameters can be adjusted at that time if need be. If there is dissatisfaction with the vendor, the City will go out to bid.
- Willette made it clear that choosing a new vendor is not an indication of dissatisfaction with Fairways who had been the vendor at the golf course for the past nine years.

Weston moved Staff Recommendation to Council for the City Manager to sign a contract with Smith Towle, Inc. as the new vendor at Bangor Municipal Golf Course. The motion was seconded and approved.

## **2. Harbor Update and Revised Dock Fee Rate Structure**

Willette introduced Harbor master Jerry Ledwith and Debbie Gendreau, Parks and Recreation Superintendent. Willette explained that transition of the management of the Harbor has come to Parks and Recreation. The Staff has been looking at the Harbor Operation to observe updates that may be needed for the upcoming boating season. The rate structure as well as the current rules and guidelines were also reviewed. Willette directed the group to the TV screen displaying an on-line opportunity that has been created on Bangor's City website. Under Harbor, an on-line request can be made for reservation space at the dock. Willette took the group through a tour of the new sites.

Responding to a question posed by Council Chair Weston, Willette described that previous to Parks and Recreation managing the Harbor, the Dock Fee Rate Structure went through the Harbor Committee, then forwarded to Council. The current rates were approved last fall, before Parks and Recreation took over management. Gendreau further explained that the biggest adjustment to the rates moving forward is with the Long Term rates, 26 to 40 foot rental category. The new rate structure will be easier, faster and more standardized than the past. Willette recommended that we move forward with revising the current rate schedule to meet these goals.

Councilor Longo moved Staff Recommendation to forward to Council, the motion was seconded and approved.

## **3. Skate Park Update**

Councilor Hawes asked Tracy Willette for an update on the Skate Park. Willette said that the City had identified a parcel of City owned property between Fleet Maintenance and Bangor Radiator for a new location for Bangor's Skate Park. Thus far, a former Public Works Garage location has been unearthed and exposed a concrete slab that is in good condition. The Skate Park Group (Black Bear) is having a work day at the location this Sunday. They are very enthusiastic about the project. The hope is to have the Skate Park up and running by mid to late May. There also is possible grant funding for crossings and sidewalks in that area for safety. Weston added that the state has additional funding for crossing lights and a crossing guard in places of high traffic.

#### **4. Dog Park Update**

Councilor Blanchette requested an update on the Dog Park. Willette responded that currently the dog park group (Forest Division) has been working in Essex Woods planting pine trees. The group is attempting to obtain enough funding to start their first dog pen and fencing. They are doing well with donations thus far and Parks and Recreation will continue to work with the group to reach their goals for Essex Woods Dog Park.

Adjourned at 6:05 pm.

**Government Operations Committee  
April 24, 2012 at 5:00 p.m.  
Minutes**

**Councilors:** Hawes, Blanchette, Longo,  
**Staff:** Farrar, Yardley, Goodwin  
**Others:** Tom Grogan, CPPC Coordinator

**Consent Agenda**

**1. Resolve, Authorizing the City Manager to accept and appropriate a grant in the amount of \$37,250 from the Maine Center for Disease Control Lead Poisoning Prevention Fund to support lead poisoning prevention activities in the Penquis Public Health District.**

This is a one year renewal of a \$27,250 grant to support lead poisoning prevention activities in the Penquis Public Health District for the period July 1, 2012 to June 30, 2012.

Hawes opened the meeting to Shawn Yardley, Director of Health and Community Services who explained that this is basically a CDC grant. It is a renewal of an existing grant targeting lead education and abatement. Since Bangor is the primary site for much of the lead issues, a lot of the work is completed locally. Yardley said that they partner with Penquis Lead Program and it is a continuation of the work. There is no match for the grant, it is entirely state funds allotted to us to complete this work.

Councilor Longo moved Staff Recommendation; the motion was seconded and approved.

**Regular Agenda**

**2. Introduction and Presentation – Community Partnerships for Protecting Children (CPPC).** (CPPC of Bangor is a local collaboration of stakeholders committed to the responsibility of keeping children and families safe, supported and healthy within their families, neighborhoods and communities.)

Hawes introduced Tom Grogan, CPPC Coordinator to present a presentation about the organization. Grogan described the CPPC as a model that exists in approximately thirteen states and is often referred to as a reform for child protection. The program is currently in Portland and the Department of Health

and Human Services (DHHS) would like to see the model replicated in other parts of the state. Grogan further explained that the measurable goal of the partnership is to reduce the number of children going into care with the state and the number of referrals for child abuse and neglect. The philosophy of the CPPC is that healthy children live in healthy and safe families, safe neighborhoods and safe communities. They work as a "neighborhood by neighborhood model". For example, they are currently operating in Capehart, and if all goes well, they move into other neighborhoods. The CPPC requests that folks who are involved in their neighborhoods such as organizations, churches, communities groups, etc.... come together and look at possible methods and/or solutions to problems.

A Governance Council oversees the project and there are currently committees in place. There is a Practice Committee responsible for assisting various organizations in connecting with the CPPC. A Neighborhood Committee examines their own neighborhoods to seek out those in need of support. There is also a Resident Committee made up of residents of certain neighborhoods willing to get involved and assist in helping the cause.

A reform process for child protection has been developed by the office of Child and Family Services in Bangor. They have identified two protection workers to work solely in the Cape Hart neighborhood. One is a permanency worker and the other is a prevention worker. DHHS has stated that support is needed *before* intervention comes into play. The model also includes a parent partner who is someone that has had an open case with the DHHS that has now been closed, so they serve as a mentor for those currently in need.

After complimenting the efforts of the CPPC, Blanchette asked Mr. Grogan what he needed from City Council. Grogan replied by stating that his organization would be honored to have the City of Bangor sign the CPPC Partnership Agreement to work together in supporting this mission.

Farrar said that the Bangor Police Department and the Department of Health and Community Services are currently partners with the CPPC organization. He added that in speaking with City Manager Conlow, she is willing to sign the document as long as the Government Operations Committee endorses the concept and allows Mr. Grogan to explain this program as he did today.

Blanchette suggested that our Legal Department review the process before an agreement is signed. Farrar agreed to coordinate with the City Solicitor before the City Manager signs the agreement.

Hawes described that the next two items on the agenda as updates rather than voteable items which our City Clerk Lisa Goodwin will discuss.

### **3. Appointment of Election Clerks**

Goodwin explained that each even number year, Democrats and Republicans caucus and select individuals to serve as Election Clerks. These clerks will work for the City Clerk during the elections performing various tasks needed during that time. The list of selected individuals is then submitted to City Clerk, and forwarded to City Council for confirmation. These people will be added to the current group of Election Clerks that the City has previously had. Goodwin will bring this list before Council at the May 14<sup>th</sup> Council meeting.

### **4. Voter Registration Appeals Board**

Goodwin described that the Voter Registration Appeals Board is required by law as well as a City Charter requirement. The Democrats and Republicans nominate two people, one as a serving board member, and the other as the alternate. The City Clerk then chooses the Chair for that Board and these names (1 Democrat, 1 Republican and 1 Chair) will be submitted to City Council for confirmation at the May 14<sup>th</sup> Council meeting.

Adjourned at 5:35 pm.

**Government Operations Committee**  
**June 12, 2012 at 5:00 p.m.**  
**Minutes**

**Councilors:** Sprague, Blanchette, Gallant and Gratwick  
**Staff:** Conlow, Farrar, Yardley, McNeil, Patterson, Steve Hunt, Bonnie Irwin, Willette, Heitmann  
**Others:** Don Cooper, Dawn Gagnon, (BDN) George Kinghorn, Niles Parker

**1. Referral: Council Ordinance 12-185 Amending Chapter 134, General Assistance, of the Code of the City of Bangor, to Comply with State Law.**

Shawn Yardley, Director of Health and Human Services explained that this process will modify the current ordinance to bring the City of Bangor in compliance with State Legislative Laws. The changes involve two items;

- 1.) General Assistance Administration and distribution process will decrease by 10%.
- 2.) Housing through General Assistance will be eligible for only 9 months per year of housing benefit.

After some questions and discussion, a motion was made to refer the proposed to Full Council, it was doubted and a vote was taken by Chair Blanchette.

3: In Favor, 1: Opposed. The Ordinance will be recommended to Council for approval.

**2. Proposed Resolve – Tobacco Free Environment**

City employee Bonnie Irwin, Public Health Educator at Health and Community Services with the Healthy Maine Partnership and Bangor Region Public Health and Wellness, described this resolve as a move to see the City of Bangor support Tobacco Free Environments. This would include discussions on items involving long term goals, cost of tobacco use, roll modeling for children, the environment, litter, etc... in order to make specific improvements within the City of Bangor.

After dialogue and questions from Councilors with differing opinions, a motion was made to move to Full Council, it was seconded and approved unanimously.

### **3. Discussion of Possible Relocation of Community Connector Transit Bus Hub**

George Kinghorn introduced himself as the incoming president of the Downtown Bangor Partnership. He said that there is a perception around the city of Bangor that the area of Pickering Square, the Transit Bus Hub, is an unsafe area. "There are young people loitering, smoking, cursing and fighting which is preventing citizens from being in that area". In order to continue with moving downtown forward, George as well as other Bangor businesses and citizens would like to see changes made. Whether it's a perception of safety or an actual safety issue, we do not want to limit folks from coming downtown with all we have to offer.

Different ideas were offered such as moving the hub further away from the parking garage, form policies to prevent smoking, loitering and cursing, installing a speaker system that plays classical music to deter young people from milling around. Another idea was to redesign the area in order to separate bus riders from pedestrians and vehicles for safety reasons.

Niles Parker introduced himself as the Executive Director of the Maine Discovery Museum. He explained his concerns about the Bus Hub location and described how it has become far worse than ever before. He said that last year, Bangor Police had to search his business for a man armed with a gun who ran from Pickering Square. Last week, an employee of Mr. Parker's went to Pickering Square to use the mail box and discovered a man with a knife involved in a fight.

Joe McNeil, Community Connector Superintendant, expressed his concerns related to these safety issues but is also concerned about where to relocate. Joe's opinion is that Pickering Square is a great location to downtown and they have been there now for 20 years. He would rather look at a possible redesign of the area.

Don Cooper, BACTS Transit Planner suggested a study be done (there are one million riders a year on the BAT buses) There is a possibility that DOT funding could be available with a local match.

Gratwick expressed his interest in funding a grant to study the issue. He also recommended that this subject be brought back to committee for recommendations and postpone it for now.

Gallant suggested that rather than spend the money on a study, have our police force monitor the area on a regular basis to prevent vulgarity and loitering.

Cathy Conlow confirmed the opinion of Committee Members that the committee now wants to put off the decision about a study and possibly come up with measures other

than relocating the bus hub for focusing on safety during the summer to help with the issues of Pickering Square.

The Committee agreed with that approach and asked staff to return to the Committee with recommendations to address the issues raised. It was also noted that funding for the hub study was not immediately available, but might be later in the year if that continued to be of interest.

#### **4. Discussion/Review of Community Connector Passenger Boarding Policy**

Farrar explained that this was a request from Council to look at the policy in place which is currently an "on demand" policy. The BAT bus stops on the request of the passengers both in terms boarding and discharging.

Councilor Blanchette noted that she has received complaints from constituents that followed one of the buses on Union Street and said that the bus stopped approximately every 20 feet.

Joe McNeil explained that in the past, there were designated bus stops. McNeil agreed with the concerns and said that he has considered utilizing bus zones in the heavy traffic areas with designated bus stop signs. McNeil stated that according to Dana Wardwell, Public Works Director, the cost of each of these signs would run around \$80. McNeil also said that these bus zones would need to meet ADA requirements. He further noted that designated stops would save on wear and tear of the buses, as well as enable on time performance for the drivers.

Gratwick suggested that McNeil prepare a plan with pricing information for proposed designated stops in specified bus zones and return to the Committee for further discussion. The Committee agreed with that approach.

#### **5. Public Park Event Permit Policy**

Tracy Willette, Parks and Recreation Director explained that in 2009, Staff and Council approved an Event Permit Policy to address increased desires of event sponsors to hold events in city parks as well as at the waterfront. At the end of 2011, due to increased growth of waterfront events, Council requested Staff review the current policy in place, and return to Council with proposed changes.

Willette consulted with the Parks and Recreation Advisory Committee and held workshops to brainstorm ideas. Handouts were distributed explaining their results in detail. In summary, the following changes were described:

- Have a separate permit policy for the waterfront alone.
- Add a process for denied permits that would include language indicating the reason and criteria for the denial.

Willette suggested that if the Committee had no additional changes, he would like to submit to Council for consideration.

Gallant made a motion to move the recommendation to Full Council, it was seconded and approved.

A motion was made to adjourn at 6:30 p.m.

**Government Operations Committee**  
**August 6, 2012** (Immediately following Infrastructure)  
**Minutes**

**Councilors:** Committee Members: Baldacci, Blanchette, Gallant, Hawes and Longo along with Gratwick, Sprague, and Weston

**Staff:** Conlow, Farrar, Yardley, Goodwin and Dawes

**Others:**

**1. Proposed Ordinance – Requiring Disclosure forms for School Committee Members**

The Code of Ordinances currently requires City Councilors and appointed board members to file disclosure forms regarding their finances. School Board members have traditionally filed disclosure forms as well, but it is not required. The proposed Ordinance would bring the Code into compliance with current practice regarding School Board members.

City Clerk Lisa Goodwin explained that this is a housekeeping matter. A question came up due to a disclosure form that was not filed by a School Committee member. After review, Goodwin realized that Council and Appointed Board Members were included, but the School Board was excluded from the Ordinance. This change will clarify the current Ordinance.

Councilor Blanchette asked that the School Committee Members be informed of the changes.

Baldacci moved to recommend the Proposed Ordinance to Full Council, Gallant seconded and it was approved.

**2. November Election Update**

City Clerk Goodwin will brief the Committee regarding the upcoming November election and several changes that she plans to implement to improve the voting process.

Goodwin stated that this is the kickoff week for the November Election. Nomination papers will be available on Thursday and applications for absentee ballots have been received and will be issued in mid September. Goodwin further explained that she will be extending the hours for early voting until 7:00p.m. Golf carts and wheelchairs will be available to help with mobility for voters. This year's voter registration office will be located in the back storage room of the City Clerk's office. In working with Debbie Cyr, it was decided that a Dutch door could be installed and voters can be directed to this area in City Hall for registering.

Councilor Gallant asked if extending voter hours has an additional cost associated with it. Goodwin replied that because two election clerk positions (those handing ballots to voters) have been eliminated this year, the total cost is actually less.

Mayor Weston said that he had a conversation with the State Department of Elections about the handicapped voting apparatus availability. The State Department said that this machine should be available during the 10 days prior to Election Day for early voting, (state mandate) but it appears that Bangor uses it only on Election Day Tuesday. Goodwin responded that the machine is not available and is in a practice mode 10 days prior to the Election, but she offered to check into it further and let Weston know.

### **3. Proposal to Revise the Procedure for Council Appointments to Boards, Commissions and Committees**

Currently, the Personnel Committee interviews all candidates who express an interest in serving on City Boards, Commissions and Committees. Depending upon the number of applicants received, this can be a very time consuming process. Recently, the City Clerk was asked to develop a procedure to streamline this process.

Goodwin spoke about streamlining the Committee Interview process for appointments to Board, Commissions and Committees. Goodwin distributed a document with ideas for review and feedback in her attempt to make the process more efficient. There was dialogue among the Councilors with ideas such as staggering the time of the interview process by moving away from budget time if possible. Some wanted to retain the current process due to the importance of human interaction with candidates.

After a lengthy discussion, a motion was made by Councilor Blanchette to continue to perform interviews for all candidates, but to have interviews earlier during September and October and have new members sworn in during the month of January. The motion was seconded and approved.

### **4. Approval of Part-time Position for Healthy Maine Partnership Grant Program**

The Health and Community Services Department is requesting approval to create a part-time contract manager position with the Healthy Maine Partnership (HMP) grant program. This position would be fully funded from the HMP grant and would be responsible for managing and administering the HMP grant program.

Shawn Yardley explained that due to the fact that the Health and Community Services Department has the additional burden as Fiscal Agent for Healthy Maine Partnership along with the loss of two staff members due to budget cuts, there is a need for a part-time Grants Manager. This would be completely funded by grants from the Healthy Maine Partnership. Yardley asked for approval of hiring a person for this part time position.

Baldacci made a motion to approve, it was seconded and approved.

**5. Request to Waive Bid Procedure – Purchase of Large Snow Blower**

In the approved FY13 budget, \$140,000 was included to replace one of the City's large snow blowers that is attached to a front-end loader. We have recently learned that we have an opportunity to "piggyback" on the State Contract for an estimated cost of \$101,000, a significant savings. Staff is recommending that the formal bid procedure be waived and that staff be authorized to purchase the snow blower from Howard P. Fairfield. As the offer to be part of the State Contract expires August 9, 2012, a Council Order will be prepared after the fact ratifying this action if approved by the Committee.

Fleet Maintenance Director Bob Dawes explained that he has an opportunity through a state contract to purchase a large snow blower which moves 2200 cu. ft. of snow per minute. This will replace a 1997 snow blower currently in use and will save \$40,000 from the original budget.

Gallant moved staff recommendation, Baldacci seconded and it was approved.

Meeting Adjourned at 5:40 p.m.

**Government Operations Committee**  
**Monday, September 17<sup>th</sup>, 2012 at 5:00PM**

**MINUTES**

**Council Members:** Blanchette, Longo, Gallant, Baldacci, Gratwick, Weston and Durgin  
**Staff:** Conlow, Farrar, Yardley, Nicklas

**1. Council Resolve 12-304, Accepting and Appropriating a Drug Free Communities Grant from the Substance Abuse and Mental Health Services Administration. (SAMHSA) in the amount of \$125,000 to implement Substance Abuse Prevention Strategies in the towns of Brewer, Hermon and Hampden.**

This is a five year grant to address substance abuse prevention in three towns covered by the Bangor Region Public Health and Wellness Healthy Maine Partnership. The communities involved are Brewer, Hermon and Hampden and the school districts located within those towns. The Resolve will accept and appropriate the funds.

Longo moved to Staff recommendation. It was seconded. Gallant asked Yardley to explain this resolve. Yardley, Health and Community Services Director said that this grant is broken into four areas; substance abuse by young people within a 30 day period, the perception of risk; what in their community discourages them from using drugs, the perception of their peers and perception of disapproval by parents. The three towns involved currently participate in drug use surveys at their schools. Bangor High does not meet the criteria to participate but Yardley believes that all young people including Bangor will benefit from the grant funds. It was Bangor High's administrative choice due to concerns they have about the survey questions. The grant is a fixed amount with no regard to population.

Longo asked why we are handling other communities outside of Bangor. Yardley explained that Public Health reaches out beyond the City of Bangor as part of the Healthy Maine Partnership. This grant is specific to a community.

Gallant stated that the motion was approved, and it will move forward to Council with the Committee's recommendation.

## **2. Proposal to Combine the Community Advisory Group with the Public Health Advisory Board.**

This proposal would combine the Community Advisory Group with the Public Health Advisory Board. A background memorandum from Assistant City Solicitor Paul Nicklas is attached, as well as a draft Council Ordinance Amendment reflecting the proposed change.

Assistant City Solicitor, Paul Nicklas explained that there are continuing issues with the Methadone Clinics in Bangor that need to be addressed. Since the PHAB is made up of professionals in the community that deal with substance abuse issues, the Community Advisory Group and the City would benefit from that additional expertise. Nicklas further outlined that the purpose of this draft ordinance is to have a recommendation as to whether this ordinance should be passed on to Council.

Councilor Longo spoke at length regarding his opposition to combining the groups, other Councilors spoke in favor of the proposal.

After much discussion on Methadone Clinics and the respective roles of the Committees, Longo made a motion NOT to combine the two committees. It was not seconded. Baldacci made a motion to move to staff recommendation, it was seconded but doubted. A vote was taken by Gallant. 3 in favor of moving to staff recommendation and 1 opposed, therefore it was passed onto full Council with the endorsement of the Government Operations Committee.

## **3. Request for Nominations for the Municipal Review Committee (MRC) Board of Directors**

The annual process to solicit nominations for the MRC Board of Directors is now underway. The MRC has various oversight responsibilities related to the PERC Waste to Energy facility. Bangor has been represented on the MRC Board since the early 1990's and has an opportunity to place a name in nomination for a Board seat. A memorandum is attached from Assistant City Manager Bob Farrar as well as additional background information.

Assistant City Manager Bob Farrar explained that his term on the MRC Board is up this year and he does not wish to seek reelection. Longo made a motion to place Geoff Gratwick as a nominee, it was seconded. Gratwick then stated that he felt honored to be nominated but that City Manager Cathy Conlow is a more pivotal

person in the community for this position. Gratwick offered to defer. Weston supported Conlow as a nominee; it was seconded and approved after withdrawal of first recommendation. Farrar was authorized to submit the nomination form to the MRC.

Meeting Adjourned at 6:00p.m.

**Government Operations Committee  
October 1st, 2012 at 5:15pm**

**MINUTES**

**Council Members:** Blanchette, Longo, Sprague, Weston and Durgin  
**Staff:** Conlow, Willette, Yardley, Gendreau, and McNeil  
**Others:** Don Cooper, BACTS; Brian Ames

**1. Referral – Council Resolve 12-320, Accepting and Appropriating a Maine Department of Transportation Planning Grant in the amount of \$31,250 for a Community Connector Transit System Hub Alternatives Study**

This Resolve will accept state and federal funding to conduct a study of alternatives to the current transit system hub located at Pickering Square. The grant period is November 1, 2012 through June 30, 2013. There is no local match required.

Chair Weston clarified that the purpose of this Resolve is to make better use of the current hub location. It is not necessarily intended to remove the transit system hub from the downtown area.

A motion was made by Durgin to recommend approval of resolve 12-320 to the full Council. It was seconded and approved.

**2. Review of Draft Scope of Services to be included in Request for Proposals for the Transit System Hub Alternatives Study**

Prior to finalizing and issuing the Request for Proposals for the Transit Hub Study, staff wanted to provide an opportunity for the Committee to review the proposed Scope of Services section to insure that the services requested meet with the Council's objectives. The draft scope is attached and Don Cooper, BACTS Transportation planner and Joe McNeil, Community Connector Superintendent will be present.

Don Cooper with BACTS and Brian Ames with the Downtown Bangor Partnership discussed different aspects of the proposed Scope of Services for the Transit Hub Alternatives Study.

Cooper asked for Committee comments, suggestions or recommendations in keeping with the June, 2013 completion date.

Brian Ames, Engineering Consultant provided copies of his recommendations for the Transit Hub location. He suggested three downtown locations as well as two additional sites just outside of the downtown area.

Once a location is chosen, Ames said they will move on next step, which will include a report of layout of facility, and a cost estimate to be used by Council for next year's budget.

Gratwick added that Bangor citizen input is important. He said that we should strive for increased ridership, making Bangor a magnet for future transportation needs.

Longo said that the vote is unanimous in favor of moving forward with this study.

### **3. Presentation and Discussion of Proposed Tobacco Policy in City Parks**

The Parks, Recreation, and Harbor Advisory Committee and the Public Health Advisory Board have been discussing and reviewing a proposed Policy regarding tobacco use in City Parks. They are at a point where they would like to review their work and progress with the Government Operations Committee. This will be an opportunity for Committee as well as citizen input. A background memorandum from Parks and Recreation Director Tracy Willette is attached.

A Bangor resident spoke of her disagreement with banning tobacco products in outside areas such as parks for the following reasons: smoking vs. alcohol, it's discriminative, it's humiliating, level of harm to others is extremely low, park privileges are being denied to taxpayers, let the smokers decide.

Councilor Durgin talked of scientific data and proven facts about harmful effects of chemicals with open air smoking using both blood and urine samples.

There was discussion of possibly banning certain parts/areas of parks such as the playground areas. There are currently no "Non-Smoking" restrictions in any park or facility within the city. While most of the Councilors present were in favor of restrictions in parks, most were willing to look at alternatives. Councilor Blanchette pointed out that car or indoor smoking is a lot different than smoking outside. She felt that smokers pay the same taxed and everyone needs to do their part to stay away from the smoke if they find it offensive. Weston who despises smoking expressed his hesitation when it comes to citizens rights.

After a long discussion, Tracy Willette, Parks and Recreation said that he will take this feedback and go come back to the committee with new ideas and options for consideration. A "thumbs up" was given by all to go back to staff and continue looking at this before a decision is made.

**4. Referral – Council Ordinance 12-316 Amending Chapter 28, City Departments of the Code of the City of Bangor, by including Opioid Treatment as a topic for the Public Health Advisory Board.**

A motion was made by Durgin to Move that the Committee recommend approval of the Ordinance to the full Council, it was seconded, and doubted. A vote was taken and the referral was approved.

Meeting Adjourned at 6:30p.m.