

STATE OF MAINE

COUNTY OF YORK

CITY OF SACO

The following are minutes of the March 15, 2010 City Council Meeting.

- I. CALL TO ORDER** – On Monday, March 15, 2010, at 7:00 p.m. a City Council Meeting was held in the City Hall Auditorium.
- II. ROLL CALL OF MEMBERS** - Mayor Roland Michaud conducted a roll call of the members and determined that the Councilors present constituted a quorum. Councilors present: Margaret Mills, Leslie Smith Jr., Marie Doucette, Jeffrey Christenbury, Arthur Tardif, Eric Cote and Marston Lovell. City Administrator Rick Michaud was also present.

III. PLEDGE OF ALLEGIANCE

- 1. GENERAL: *Honorary Recognition of Special Olympic Winners: Arielle Richardson, Nicholas Scontras; and Robert Giguere***

Mayor Michaud recognized Nicholas Scontras and Arielle Richardson for their success at the recent Special Olympics. Arielle and Nick were both successful in securing Gold Medals in their field of expertise. The Mayor wished them continued success in all their future endeavors.

IV. APPROVAL OF MINUTES: February 8, 2010

Minutes were approved as printed.

V. AGENDA ITEMS:

- A. Confirm the City Administrator’s Appointment of the Finance Director**

Beth Cote, Finance Director resigned and finished her employment with the City of Saco on March 11, 2010. Beth served the city well; she is very knowledgeable in accounting and auditing practices, and proved great attention to city finance detail. We wish her well in all her future endeavors.

On March 22, 2010, Cheryl Fournier will begin employment with the city as our new finance director. Cheryl has a Bachelor of Arts in Accounting and 20 years of demonstrated accounting and management experience beginning her career as an Accounting Clerk, then to Senior Accountant, and on to Director of Finance and Accounting.

Cheryl transitioned from the Director of Finance and Accounting to her most recent position as Comptroller for York County Federal Credit Union. We look forward to working with Cheryl and welcoming her to our management team.

Councilor Lovell moved, Councilor Tardif seconded, that it be ordered that the City Council confirm the City Administrator’s Appointment of Cheryl Fournier as Finance Director for the City of Saco to begin employment on March 22, 2010. Further move to approve the order. The motion passed with seven (7) yeas.

B. Budget Presentation to City Council, Notice of Public Hearing given to City Clerk for FY11 Budget

Pursuant to the City Charter Article VI, Financial Procedures § 6.02, “at the second City Council meeting in March of each year, the City Administrator shall submit to the City Council their respective sections of the budget for the ensuing fiscal year and the accompanying messages.”

Section 6.03 – Budget Messages. “The City Administrator’s message shall explain the budget in fiscal terms and in terms of work programs. They shall describe the important features of the budget, indicate any major changes from the current year in expenditures and revenues together with the reason for such changes, summarize the City’s debt position, and include such other materials as the City Administrator may deem desirable or the Mayor and the City Council shall request.”

Mr. Richard R. Michaud, City Administrator for the City of Saco, presented the fiscal year budget for 2010-2011 to the Mayor and Council.

C. Update Fee Schedule

There are fees and charges required by ordinances or policies of the City of Saco for permits, licenses, approvals and applications; and all fees and charges collected by the City of Saco where state law authorizes or requires the city to set the amounts of such fees and charges, are established and approved by the City Council through the development of the current fee schedule.

The Council may, by order, establish any new fees or charges which the Council deems necessary or appropriate to defray the cost of operating programs, delivering services or administering any ordinances or policies. Those fees shall be included in the fee schedule and the effective date of the schedule should be adjusted accordingly.

Based on departmental review of the previous fee schedule, several recommendations for updating the City’s current fee schedule are outlined below. All proposed changes to the official document (Exhibit 1) are highlighted. Changes reflected in the revised schedule dated February 25, 2010, include:

CHAPTER 64 – Animal Licensing

- ✓ Chapter 64-6B: State law deleted the late registration of dogs “officer’s fee” or “warrant fee” – previously charged at \$25.

CHAPTER 73 – Building Construction

- ✓ Chapter 73-7: New \$25 fee for administrative costs relating to the tracking of buildings moved.
- ✓ Chapter 73-7: New \$25 fee for temporary signs (banners and A-frame signs) to enforce sign ordinance.

CHAPTER 86 – Plumbing Fees

- ✓ 144A CMR 241: Propose to increase Disposal field (non-engineered) from \$75 to \$125 and Treatment tank (non-engineered) from \$50 to \$75. Individual components must be inspected 3 times, same as full tank systems. Treatment tank replacement needs to be inspected at least once, usually in rural areas. The proposed changes will correct the costs so that if a system is installed piece-by-piece or all at once the permit fee will remain at \$200 (as is the current practice for a complete, non-engineered system).

CHAPTER 118 – Harbor and Waterfront

- ✓ Added a “daily pier use” charge of \$50 in addition to the annual commercial and residential charges.

CHAPTER 176 – Sewer Fees

- ✓ Chapter 176-99 sewer CSO impact fees are adjusted annually per ordinance. Effective for fiscal 2010 (through 7/1/10) the rate is changing from \$11.25 to \$11.65 per gallon.

CHAPTER 195 – City Clerk

- ✓ State law set the following fee schedule for voter registration information: NEW Fee: labels = \$100, diskette = \$50 and a printed list = \$85.

Recreation Department Fees

- ✓ The Recreation Department adjusted their program schedules and costs based on participation and cost of execution of the program. See Exhibit 2 for a breakdown of the fiscal 2009 program offerings versus the fiscal 2010 offerings.
- ✓ Facility rental changes are outlined at Appendix A – no changes were made to the prior schedule.
- ✓ Athletic field fee schedule is outlined at Appendix B – no changes were made to the prior schedule.

Councilor Mills moved, Councilor Lovell seconded, that the City Council approves the document titled, ‘City of Saco Current Fee Schedule – Amendments’ dated February 25, 2010. Further move to approve the order. The motion passed with six (6) yeas and one (1) nay. Councilor Tardif voted in the negative.

VII. CONSENT AGENDA:

A. Confirm the Mayor’s Appointment to the Economic Development Commission – Tiffany Hampton

Confirm the appointment of Tiffany Hampton of Four Labonte Ave. East to the Economic Development Commission, with a term to expire on April 4, 2012.

**B. Confirm the Mayor's Appointment to the Shoreline Commission:
Kathleen Dziadzio, and the Reappointment to the Shoreline Commission:
Dean Coniaris, Peter Marks, and George Roth**

Confirm the following reappointments to a three (3) year term – to expire December 31, 2013, Dean Coniaris, Chair; Peter Marks, Secretary; and George Roth, and further to appoint a new member Kathleen Dziadzio for a three (3) year to expire December 31, 2013.

**C. Confirm the Mayor's Appointment to the Recreation Advisory Board:
Matt Townsend, and the reappointment of Todd Duchaine**

Confirm the Mayor's appointment of Matthew Townsend of 63 Lafayette Street to the Recreation Advisory Board for a term to expire March 15, 2013, and Todd Duchaine to the Recreation Advisory Board, for a term of three (3) years to expire on March 15, 2013.

Councilor Tardif moved, Councilor Smith seconded, to approve the Consent Agenda. The motion passed with seven (7) yeas.

VIII. ADJOURNMENT

Councilor Christenbury moved, Councilor Lovell seconded, to adjourn. The motion passed with yeas. TIME: 7:55 p.m.

ATTEST: _____
Lucette S. Pellerin, City Clerk