STATE OF MAINE

COUNTY OF YORK                      CITY OF SACO

I. CALL TO ORDER – On Tuesday, January 21, 2014 at 7:15 p.m. a Council Meeting was held in the City Hall Auditorium.

II. ROLL CALL OF MEMBERS – Mayor Pilon conducted a roll call of the members and determined that the Councilors present constituted a quorum. Councilors present: David Precourt, Leslie Smith Jr., Bette Brunswick, Kevin Roche, Arthur Tardif, Eric Cote and Nathan Johnston. City Administrator Rick Michaud was also present.

III. GENERAL

V. AGENDA:

A. PRESENTATION: RUNYON, KERSTEEN, OUELLETTE, (RKO) AUDITORS REPORT FY13

The firm of Runyon Kersteen Ouellette has been engaged to audit the city. The Auditor said, “In our opinion, the financial statements are presented fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Saco, Maine, as of June 30, 2013, and respective changes in financial position, and where applicable, cash flows thereof and the budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.” This is a clean audit without qualifications.

The report indicates a favorable financial position going into the new-year for the City of Saco. The City’s unassigned fund balance has returned to being within policy, and our debt service remains well below state regulation.

Councilor Cote moved, Councilor Smith seconded “Be it Ordered that the City Council accept the “City of Saco, Maine Reports Required by Government Auditing Standards as well as the Comprehensive Annual Financial Report dated June 30, 2013, submitted by the firm Runyon Kersteen Ouellette”. Further move to approve the Order. The motion passed with seven (7) yea.

B. CONTRACT ZONE AMENDMENT 401 MAIN STREET – ACAPELLO SALON – (PUBLIC HEARING)

Acapello Salon requests an amendment to its contract zone that would allow a larger, lighted sign on Main Street. Acapello was granted a contract zone on January 17, 2006, in order to establish a “high-end, full service salon”, in the house at 401 Main Street. The R-1b zoning does not allow a Personal Services use as defined by the Zoning Ordinance, hence the contract zone.

The existing two-sided, 4 s.f. per side sign was allowed as a 2007 amendment to the contract zone. Acapello has found that the relatively small, unlighted sign has limited visibility, and proposes a 15 s.f. per side, two-sided sign that would be lighted at a minimal level, with lights out at the close of business each day, currently 8 p.m.

The Planning Board reviewed this proposal on October 15, November 19, and December 3, 2013. The Board recognizes that signs in residential zones city-wide are limited to 2 s.f. per side for two-sided signs, or 4 s.f. per side for a one-sided sign, and expressed concern about the size of the proposed sign. Nor is the lighting of signs in residential districts allowed.
The Board recommended allowing a 12 s.f. per side, two-sided sign, lighted, being mindful of fairness to other businesses along this section of Main Street, and the desire to limit the size of signs within a residential district.


Tracey Collins, 378 Main St – Ms. Collins complimented the Planning Committee and Owners of the Salon and hopes that the Historic District will take that into consideration when other homes go up for sale.

Councilor Cote moved, Councilor Smith seconded to close the Public Hearing and be it Ordered that the City Council set the Second and Final Reading for February 3, 2014.” Further move to approve the Order. The motion passed with seven (7) yeas.

(Please note: underline represents new language, while strike-through is language to be deleted.)

**Contract Zone Agreement By and Between Acapello Salons Inc. and the City of Saco**

*October 18, 2005*
Amended June 6, 2006
Amended December 3, 2013

**THE CITY OF SACO HEREBY ORDAINS:**

I. That the Zoning Ordinance of the City of Saco, dated January 2, 1985, and amended through September 3, 2013 is hereby amended by adopting this contract by and between the City of Saco and Acapello Salons Inc. (Applicants).

1. The Applicants propose to establish a Full Service Salon and Spa business in the existing building at 401 Main St.

2. The City of Saco Zoning Officer has determined that a Salon and Spa business shall be categorized as a “Personal Service,” a use and defined term in the Zoning Ordinance, as follows: “Establishments engaged in providing services involving the care of the person or personal apparel including but not limited to barber shops, beauty shops and manicurists, tailors, laundromats, shoe repair shops, tattoo parlors, massage therapists, and photographic portrait studios.”

3. Said property is identified as Tax Map 32, Lot 132 on City of Saco tax maps.

4. Said property is in the R-1B zoning district. The property is also located in the Saco Historic Preservation District.

5. Personal Services are not an allowed use in the R-1B zoning district.

6. Said property is currently improved in the form of a building that is residential in use and appearance.

7. The Applicants propose to utilize the first and second floors of the existing building for the business. Approximately 2,800 square feet of floor area would be devoted to the salon and spa.
8. Recognizing the limitations of the parcel, and the requirements of the Zoning Ordinance, the Applicants hereby make application for a Contract Zone that would allow the proposed Personal Services business to be established and operate at 401 Main Street.

II. **This contract amends the Saco Zoning Ordinance as follows:**

This Contract Zone, specifically and exclusively for the parcel at 401 Main Street, would allow the Applicants to operate a Personal Services business as proposed on the subject parcel, subject to the following conditions and restrictions, as provided for in Section 1403 of the Saco Zoning Ordinance:

a. A Personal Services business as proposed and described by the Applicants shall be allowed to operate as a permitted use only on the parcel identified herein: Tax Map 32, Lot 132, also referenced as 401 Main Street.

b. Section 707-4 of the Zoning Ordinance limits a sign in a residential district to four square feet if one-sided, or two square feet per side if two-sided. Section 707-4 is amended to allow the applicant to install one (1) freestanding two-sided, four-(4) twelve (12) square foot per side sign and to allow said sign to be externally illuminated. Said sign is otherwise subject to all permitting requirements ordinarily administered by the Code Enforcement Office.

c. Hours of operation are proposed as 9:00 a.m.-9:00 p.m. Monday through Friday, 9:00 a.m.-4:30 p.m. on Saturday. The Applicants have stated that these are the maximum hours intended for operation, and that earlier closing times or additional days not open for business are possible. Hours of operation shall not exceed the stated times, but may be less as the Applicants choose.

d. The Applicants will restrict the employees in the day spa business to no more than nine (9) full time equivalents. The Applicants will also limit the number of customers at the day spa to no more than nine (9) customers per two (2) hour period.

e. The Applicants agree to enter into a Parking Agreement with the Trinity Episcopal Church located at 500 North Cleveland Street, in Saco. Said Parking Agreement shall provide the church members with parking privileges during those hours of operation of the Parking Agreement, primarily for Sunday services, meaning 7:00 a.m. to 12:00 p.m. each Sunday and Christmas, and 4:00 p.m. to Midnight on Christmas Eve day.

f. Utilization of the existing Main Street entrance shall be limited to the Applicants. All employees and all customers shall park on-site in the proposed parking lot. Off-site parking along Main Street and Summer Street is expressly prohibited.

g. The Applicants shall adhere to all other applicable provisions of the R-1b zoning district and of the City of Saco Zoning Ordinance and Subdivision Regulations except where otherwise noted in this Agreement.

h. All details as shown on the submitted plans and included in the submitted application are hereby incorporated into this contract by reference. The proposed use shall be operated substantially in conformance with those plans. Minor changes may be approved by the staff of the City of Saco. Any changes determined by the staff to be “major” shall be submitted to the Planning Board for review. If it is determined that the changes constitute a change in the contract, then the developer shall also be required to obtain City Council approval of the changes.

i. **After the January 17, 2006 approval of this contract by the City Council, the Planning Board granted site plan approval on May 2, 2006. The Planning Board review is adequate to ensure compliance with design standards of the Ordinance including those of Section 413, Historic Preservation. No further Historic Preservation review is required.**
j. This contract and its provisions shall specifically and exclusively apply to the Contract Zone request submitted by the Applicants. Approval of this Contract Zone is in part based on the financial and technical qualifications of the Applicants as submitted to the City.

k. Failure of the Applicants to open the proposed Personal Services business as described in application materials for this Contract Zone within one (1) year from the date of approval shall render this approval and Contract null and void.

1. Breach of these conditions and restrictions by the developer shall constitute a breach of the contract, and the developer shall be required to apply for a contract modification. Failure to apply for, or to obtain a modification shall constitute a zoning violation, subject to enforcement action.

III. Pursuant to authority found in 30A M.R.S.A. Section 4352 (8), and the City of Saco Zoning Ordinance, Section 1403, and by vote of the Saco Planning Board on November 1, 2005 and on June 13, 2006, and the Saco City Council on January 17, 2006 and on June 26, 2006 and on ________, 2014, the following findings are hereby adopted:

A. City Tax Map 32, Lot 132 is a parcel of an unusual nature and location, for the following reasons:

1. The residence at 401 Main Street is a historically significant structure located in the R-1b zoning district and the City’s Historic Preservation District.

2. The residence was identified as the John Gilpatrick house as part of the City’s historic resources survey in 1995. The Greek Revival-style structure was built in 1861, and the exterior retains much of its historic character.

3. The property is unusual in the R-1b zoning district in which it is located in that the parcel is adequately sized at .75 acre to provide parking for a commercial use along the Main Street corridor, and, via the proposed parking agreement, to provide parking for the neighboring Trinity Episcopal Church during the salon’s non-business hours.

4. The parcel’s location on the corner of Main and Summer Streets will allow the Applicants, as proposed, to establish a new entrance/exit from Summer Street for employee and customer use, thereby limiting use of the existing driveway off Main Street.

B. The proposed rezoning is consistent with the Saco Comprehensive Plan, based on the following goals:

Chapter 17, Section B. Local Economy.
Local Goals: To increase the number of jobs available in Saco.
   To increase Saco’s role in the Southern Maine tourist economy and expand the range of activities available in Saco to meet the needs of travelers and tourists.
   Maintaining Downtown Saco as a prosperous core of the community will require that the City play an active role in revitalizing this area...

Chapter 17, Section F. Land Use
General Pattern of Development – To facilitate (the historical pattern of a built-up urban center) the City should plan an active role in encouraging and supporting the redevelopment, reuse, and revitalization of the built-up areas of the City.
C. REPLACEMENT OF MARINE 5 OCEAN RESCUE CRAFT

Marine 5, a 20+ year old Coast Guard surplus boat that was given to the City of Saco almost 10 years ago, experienced a catastrophic failure of the bilge pump system during a severe weather event, heavy rains and astronomical high tide, on June 7, 2012. At 11:30 P.M. that evening the boat was found by a local fisherman to be partially submerged. The fire department along with the assistance of the Assistant Harbor Master was able to raise the boat, pump off the excess water and secure the boat to the dock.

In the days/weeks that followed, the boat was taken to Southern Maine Marine to be evaluated for repair and an insurance claim was filed. In the end, the insurance company determined it to be a total loss and the city received $15,000 from the insurance claim.

During the remainder of the 2012 season, the fire department worked with the Old Orchard Beach Fire Department, through its Mutual Aid Agreement to continue to provide limited fire & rescue response along the river below the
dam and in the ocean near the shoreline. It was determined that the Old Orchard Beach boat, because of its size, was not appropriate for response off shore to provide fire and rescue services.

The fire department has been working to develop specifications for a replacement Multi-Mission Response Boat that will meet the current and future needs. The expected life span of the boat is 20+ years. Estimates from manufacturers put the purchase cost of a new Multi-Mission Response Boat at $127,000. Bangor and South Portland have made similar purchases in the past year; Bangor’s cost was approximately $174,000 and the City of South Portland has approximately $100,000 invested in their boat.

During FY14 budget preparation, we established a budget of $21,600 per year for 7 years to purchase a $100,000 boat. The interest rates have been coming in far lower than estimated in the budget. With the new amount of $127,000, I have calculated that we can get a lease purchase agreement with payments at or below $21,600 per year. No additional money will be needed to purchase the Marine 5.

Council approved this motion on 11/18/13: “Be it Ordered that the City Council authorize the Fire Department to complete the purchase of a new multi-mission response boat.”

Document History:
- February 4, 2013 – Workshop
- February 19, 2013 – Workshop
- March 4, 2013 – Meeting
- November 18, 2013 – Meeting – motion approved
- December 9, 2013 – Reconsideration of the Item - motion tabled for 30 days
- January 6, 2014 – Reconsidered after the 30 day extension – no vote

The Biddeford City Council will discuss the ‘Interlocal Agreement with the City of Saco for the Public Safety of the Saco River’, in Workshop on January 9, 2014; no definitive response to Saco was relayed.

Councilor Tardif moved, Councilor Precourt seconded to move the question. The motion passed with four (4) yeas and three (3) nays – Councilors Smith, Cote and Johnston.

Councilor Cote moved, Councilor Johnston seconded to authorize the Fire Department to complete the purchase of a new multi-mission response boat. - Mayor Pilon noted that Councilor Cote’s motion was Out of Order.

Councilor Cote moved that his motion was not out of Order. There was no second, the motion failed.

Councilor Precourt moved, Councilor Roche seconded that they would like to reconsider moving the question altogether. The motion passed with five (5) yeas and two (2) nays – Councilors Brunswick and Tardif.

TABLED - Councilor Smith moved, Councilor Johnston seconded to table this item until Biddeford makes a decision to support the Inter-local Agreement or not in two weeks. The motion passed with six (6) yeas and one (1) nay – Councilor Tardif.

D. COMPLETE COUNCIL GOAL SETTING PROCESS

On January 6 the City Council and Mayor Pilon brainstormed potential goals for the City, and then scored them – 1, 2, or 3 – the lower the score, the better.

Some 59 goals were listed, with varying levels of support from 8, which means unanimous support, to 22, which
shows very limited Council interest.

Tonight the Council will discuss which goals should be on a final list and their priority by year, and, if ready, will vote on the final list.

**Council Goal Setting Revisions before the vote**: Items 15, 17, 20, 31 and 44 were moved to the “First Year” category.

Councilor Brunswick moved, Councilor Smith seconded “Be it ordered that the City Council adopt the City Council goals as listed under “first year” and “second year” in the document “Council Goal Setting, January 21, 2014 as revised this evening.” Further move to approve the Order. The motion passed with seven (7) yeas.

### Score

<table>
<thead>
<tr>
<th>Score</th>
<th>Council Goal Setting, January 21, 2014</th>
</tr>
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<tbody>
<tr>
<td><strong>First Year</strong></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Reduce energy use</td>
</tr>
<tr>
<td>2</td>
<td>Create an adopt-a-park program</td>
</tr>
<tr>
<td>3</td>
<td>Build larger salt shed</td>
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<tr>
<td>4</td>
<td>Review City owned properties for consolidation including adult education building (Common St), including buildings &amp; land</td>
</tr>
<tr>
<td>5</td>
<td>Convert more street lights to LED</td>
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<tr>
<td>6</td>
<td>Fill Mill Brook Business Park</td>
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<td>7</td>
<td>Work closely with school department for K-8 success</td>
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<tr>
<td>8</td>
<td>Maintain sustainable paving program</td>
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<tr>
<td>9</td>
<td>Broaden tax/industrial base</td>
</tr>
<tr>
<td>10</td>
<td>Zero budget increase for FY2015</td>
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<tr>
<td>11</td>
<td>Improve recreation opportunities for all ages</td>
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<tr>
<td>12</td>
<td>Simpson Road bridge construction, reconstruction without bond and non-historic</td>
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<tr>
<td>13</td>
<td>Minimize financial impact of flood zone changes</td>
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<tr>
<td>14</td>
<td>Promote tourism</td>
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<tr>
<td>15</td>
<td>Continue to work to bring Portland Pirates to Saco</td>
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<tr>
<td>16</td>
<td>Student live-in program for North Saco and Camp Ellis fire stations</td>
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<tr>
<td>17</td>
<td>Expand interlocal agreements with Scarborough and Biddeford</td>
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<tr>
<td>18</td>
<td>Seek action on Building 4 at Saco Island</td>
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<tr>
<td>19</td>
<td>Go back to line item budget process</td>
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<tr>
<td>20</td>
<td>Review street lights for possible savings</td>
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<tr>
<td>21</td>
<td>Property tax deferenment program for seniors</td>
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<tr>
<td>22</td>
<td>Maintain current city services</td>
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<tr>
<td>23</td>
<td>Consider traffic lights at Garfield and North, at Spring and North, at Jenkins and Buxton, as part of a Route 112 corridor study</td>
</tr>
<tr>
<td>24</td>
<td>Expansion of natural gas</td>
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<tr>
<td>25</td>
<td>Effectively monitor volunteer training at city facilities</td>
</tr>
<tr>
<td>26</td>
<td>Rejuvenate Main Street. Create more pedestrian traffic</td>
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<tr>
<td>27</td>
<td>Improve/increase communication with citizens</td>
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</tbody>
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VI. CONSENT AGENDA

Councilor Smith moved, Councilor Precourt seconded to approve Consent Agenda items # a, b, and c as follows:

a. Be it Ordered that the City Council approve the minutes for November 18, 2013; December 2, 2013; December 9, 2013 and January 6, 2014. Further move to approve the Order;

b. The City Council hereby Ordains and Approves the First Reading of the document titled, “Amendments to Sections 502 and 504 of the Zoning Ordinance, Dec. 17, 2013,” and further moves to set the Public Hearing for February 3, 2014;

c. Be it Ordered that the City Council approve the loan to the Saco School.” Further move to approve the Order.
The motion passed with seven (7) yeas.

The item commentaries for the above Consent Agenda are listed below.

   b. ZONING ORDINANCE AMENDMENT §502 AND 504 VACANT & NONCONFORMING LOTS – (FIRST READING)

The Zoning Board of Appeals has identified concerns with two subsections of Article 5 of the Zoning Ordinance, and made recommendations for amending each:

-- Section 502 addresses nonconforming lots, and provides guidance for,
   a) how vacant contiguous lots owned by the same party shall be handled, and for,
   b) how built, contiguous lots owned by the same party shall be handled, but offers no guidance on how a built lot adjacent to a vacant lot owned by the same party should be regarded. A proposed subsection would address the latter situation, Sec. 502-1(3).

-- In a separate matter also in Article 5, Section 504(3) addresses nonconforming structures in the shoreland zone. Subsections a, b and c work well, but subsection d speaks to “(t)wo or more contiguous lots…” rather than structures. The proposed amendment would move subsection d to Section 502, where it would properly address nonconforming lots.

The Planning Board considered the suggested amendments in workshop on Dec. 3, and during a public hearing on Dec. 17. The Board recommends that the amendments be adopted as proposed.

“Amendments to Sections 502 and 504 of the Zoning Ordinance, Dec. 17, 2013”

(Proposed new language is underlined, proposed deletions are struck through. Amendments suggested at 1/6/14 workshop are double-underlined.)

Article 5, Section 502.

502-1. VACANT LOTS
1) A nonconforming lot of record may be built upon provided that such a lot shall be in separate ownership and not contiguous with any other lot in the same ownership, except as provided in paragraphs 502-1 (2) and 502-1 (3) below.
2) If two or more contiguous lots or parcels are in single or joint ownership of record at the time of adoption or amendment of this Ordinance, if all or part of the lots do not meet the dimensional requirements of this Ordinance, and if a principal use exists on each lot, the nonconforming lots may be conveyed separately or together, provided all state law and local ordinance requirements are complied with.

(As reviewed by Council at Jan. 6, 2014 workshop.)
3) If two or more contiguous lots or parcels are in single or joint ownership of record at the time of or since adoption or amendment of this Ordinance, if said lots do not individually meet the dimensional requirements of this Ordinance, and if one or more of the lots are vacant or contain no principal structure, the lots shall be combined to the extent necessary to meet the dimensional requirements. This shall not apply to contiguous lots with frontage on different streets, or to lots legally created and recorded as part of an approved subdivision after March 22, 1972, the date of adoption of Saco’s subdivision standards.

(As re-drafted by City Attorney, including Council recommendations from Jan. 6 workshop.)
3) If two contiguous lots or parcels are in common ownership of record at the time of the adoption of this ordinance, Jan. 3, 1985, and either lot does not individually meet the dimensional requirements of this Ordinance, and provided that one lot is vacant or contains no principal structure and the other lot has a principal structure, the lots shall be combined into one lot of record. This shall apply to lots or parcels within all zoning districts in the City of Saco. This shall not apply to contiguous lots with frontage on different streets, or to lots legally created and recorded as part of an approved subdivision after March 22, 1972, the date of adoption of Saco’s subdivision standards.
Section 504-1 (3)(d) *(Language below being struck from 504-1.3.d, and moved to 502-1(4)).

502-1

(4) In the shoreland zone, two or more contiguous lots, at least one of which is nonconforming, owned by the same person or persons on or before the effective date of the Shoreland provisions in this Ordinance shall be considered one lot.

504-1.3.

d. Two or more contiguous lots, at least one of which is nonconforming, owned by the same person or persons on the effective date of the Shoreland provisions in this Ordinance shall be considered one lot.

c. **FY 14 BUDGET AMENDMENT FUNDING START UP SACO’S MSAU**

On November 6, 2013, the Saco citizens voted (2,996 yes/977 no) in favor of the City of Saco withdrawing from the Regional School Unit No. 23 (RSU 23). The approved Withdrawal Agreement dated August 1, 2013 was certified by the Department of Education on November 18, 2013.

The new School Board was elected on December 10, 2013, and the members were sworn in during the School Board’s first meeting on December 11, 2013. During that meeting it was determined that funding would be needed during the second half of fiscal year 2014 to get the new Saco MSAU ready for a start date of July 1, 2014.

The City of Saco’s fiscal year 2013 audit has been completed, but the auditor has yet to meet with the Council. The City of Saco’s fund balance policy is to have 8.33% of unassigned fund balance. After the FY2013 audit we are currently at 10.1%, which is a million dollars over our fund balance policy.

The new School Board is requesting a $250,000 loan to be repaid on or about July 1, 2014. This money will be used for start up costs for consultants, legal, hiring a superintendent, hiring a business manager, and other items needed for the start up costs of the Saco MSAU. The Mayor will be recognized as an exofficio member of the School Board.

The City of Saco will use unassigned fund balance to loan this money to the Saco MSAU. This will keep City of Saco above our unassigned fund balance policy for FY2014.

**Document History:**

**Workshop: January 6, 2014**

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<th>Amount of Adjust Requested</th>
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<td>$250,000</td>
<td>$250,000</td>
<td>$250,000</td>
<td>School Dept.</td>
<td>10640/5004 07</td>
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Notes: Give the School Department an expense account to charge expenses while working on the start up of the new Saco School Department. The use of Unassigned Fund Balance will be used.

Support for Budget Requests: Provide justification for the budget request using as much detail as is necessary to support it. Examples of acceptable support include unit costs, quantity estimates, prices quotes, etc. Use additional sheets if necessary.

REVENUE AMENDMENTS

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<th>Received to Date</th>
<th>Adjustment Request</th>
<th>Amended Dept. Total</th>
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Notes:

Finance Director certifies that funds are available:

Signature: Cheryl Farmer Date: 1/6/14

Comments: The increase in the budget of $250,000 will pull money from the Unassigned Fund Balance. We are currently above policy which allows for us to use this money for the School Department purpose.

Approved by City Council Date:

To: Saco City Council
Fr: Saco MSAU School Board
Date: January 2, 2014

We are requesting a loan of up to $250,000 for the purposes of startup cost for the new Saco MSAU, which was approved by the Saco citizens on Nov. 6, 2013. The loan will be repaid through the 2014 –2015 school year budget.

The MSAU Board will make monthly reports to the Council regarding expenditures as we proceed. It is impossible to know exactly what the cost will be as we work through the withdrawal agreement; however, the following has been used to attain the $250,000 figure.

- Interim Superintendent of Schools $ 75,000
- Business Manager $ 55,000
- Legal Costs $ 75,000
- Administrative Assistance $ 28,000
- Consultants $ 4,000
- Equipment $ 8,000
- Other Services $ 5,000

Averaging salary and cost within the local area and dividing the number in half for this six (6) month period have arrived at the salary and legal cost.
VIII. EXECUTIVE SESSION

Councilor Smith moved, Councilor Roche seconded “Be it Ordered that the City Council, Pursuant to [M.R.S.A. Chapter 18, Subchapter 1, §405 (6) (C )] move to enter into Executive Session to discuss: 42 Fairfield Street Property. The motion passed with unanimous consent. TIME: 8:42 p.m.

A. REPORT FROM EXECUTIVE SESSION

Councilor Smith moved, Councilor Precourt seconded to move from Executive Session at 9:08 p.m. The motion passed with unanimous consent.

Mayor Pilon conducted a roll call of the members and determined that the Councilors present constituted a quorum. Councilors present: David Precourt, Leslie Smith Jr., Bette Brunswick, Kevin Roche, Arthur Tardif, Eric Cote and Nathan Johnston. City Administrator Rick Michaud was also present.

There was no report.

VIII. ADJOURNMENT

Councilor Brunswick moved, Councilor Precourt seconded to adjourn the meeting at 9:09 p.m. The motion passed with unanimous consent.

Attest:_________________________________

Michele L. Hughes, City Clerk