

## STATE OF MAINE

### COUNTY OF YORK

### CITY OF SACO

*Note: Council meeting packets and video recordings are posted on the city website, available for public review.*

**I. CALL TO ORDER** – On Monday, April 6, 2020, at 6:35 p.m. a Council Meeting was held via video conference due to the national health emergency COVID-19 pandemic.

**II. RECOGNITION OF MEMBERS PRESENT** – Mayor William Doyle recognized the members of the Council and determined that the Councilors present constituted a quorum. Councilors present: Marshall Archer, James Purdy, Joseph Gunn, Lynn Copeland, Alan Minthorn, Jodi MacPhail and Nathan Johnston. City Administrator Bryan Kaenrath was also present this evening.

**III. PLEDGE OF ALLEGIANCE** - Due to video conference limitations, this was forgone this evening.

**IV. GENERAL**

**V. COMMITTEE CORRESPONDENCE TO COUNCIL** - (Video recording 0:26 minute mark)

- Councilor Minthorn – Shuttlebus

**VI. PUBLIC COMMENT** - (Video recording 2:21 minute mark)

- City Administrator Bryan Kaenrath read public comments that he received from the following individuals:
  - Eric Stanton, Saco resident
  - Kevin Roche, Saco SOS
  - Bette Brunswick, 11 Old Orchard Rd, Saco
- Councilor Copeland read public comments from Kevin Lafortune, 6 Peabody Lane

**VII. APPROVAL OF MINUTES**

**VIII. CONSENT ITEMS** - (Video recording 11:48 minute mark)

**A. PACTS PAVING MATCH**

Councilor Gunn moved, Councilor Minthorn seconded “Be it Ordered that the City Council endorses the use of the PACTS MPI program for the paving of Spring Hill Road in calendar year 2021”. The motion passed with seven (7) yeas.

**IX. ACTION ITEMS**

**A. WAIVE OF INTEREST PENALTIES** - (Video recording 12:38 minute mark)

Councilor Archer moved, Councilor MacPhail seconded “Be it Ordered that the City Tax Collector waive the interest rate normally applied to delinquent taxes on payments received by mail and postmarked April 7<sup>th</sup>, 2020 through the last day that City Hall is closed to the public. Further move to approve the Order. The motion passed with seven (7) yeas.

**X. NEW BUSINESS**

**A. PILOT POLICY EXERCISE** - (Video recording 26:23 minute mark)

Mayor Doyle noted this item would move to June or July after the budget discussions.

**B. DEPARTMENT BUDGET PRESENTATIONS:**

- **ADMINISTRATION** – (Video recording 42:53 minute mark)

City Administrator Bryan Kaenrath presented the City Administration budget for FY21.

Councilor Copeland exited the meeting at 7:33 p.m.

Recess – Mayor Doyle recessed the meeting at 7:35 p.m.  
Councilor Copeland rejoined the meeting at 7:39 p.m.  
Reconvene – Mayor Doyle reconvened the meeting at 7:40 p.m.

➤ **INFORMATION TECHNOLOGY** - (Video recording 1:03:23 minute mark)

Director Ryan Pinheiro presented the Information Technology budget for FY21.

➤ **PARKS & RECREATION** - (Video recording 1:14:42 minute mark)

Director Ryan Sommer presented the Parks & Recreation budget for FY21.

➤ **PUBLIC WORKS & CAPITAL** - (Public Works - Video recording 1:33:27 minute mark, and Capital - Video recording 1:54:02 minute mark)

Director Patrick Fox presented the Public Works budget for FY21.

Director Patrick Fox & Finance Director Glenys Salas presented the Capital budget for FY21.

➤ **FINANCE** - (Video recording 2:14:42 minute mark)

Director Glenys Salas presented the Finance budget for FY21 as well as other budgeting units, Senior Tax Relief, and new revenue.

**XI. ADMINISTRATIVE UPDATE** - (Video recording 3:11:30 minute mark)

City Administrator Bryan Kaenrath provided administrative updates.

**XII. COUNCIL DISCUSSION AND COMMENT** - (Video recording 3:15:28 minute mark)

- Councilor MacPhail
- Councilor Copeland

**XIII. EXECUTIVE SESSION** - (Video recording 3:18:10 minute mark)

Councilor Minthorn moved, Councilor Archer seconded “Be it Ordered that the City Council enter into executive session, pursuant to [M.R.S.A. Title 1, Chapter 13, Subchapter 1, §405(6)]: (A) Personnel Update and (E) Toddle Inn Property Update. The motion passed with seven (7) yeas.

Waive the 10:00 p.m. meeting end time requirement – Councilor Johnston moved, Councilor Minthorn seconded to waive the time requirement of 10:00 p.m. The motion passed with seven (7) yeas. Time: 9:55 p.m.

**XIV. REPORT FROM EXECUTIVE SESSION** - (Video recording 4:08:20 minute mark)

Mayor Doyle, City Councilors: Archer, Purdy, Gunn, Copeland, Minthorn, MacPhail, Johnston, and City Administrator Kaenrath were all present.

Councilor Minthorn moved, Councilor Copeland seconded “Be it Ordered that the City Council exit executive session, pursuant to [M.R.S.A. Title 1, Chapter 13, Subchapter 1, §405(6)]: (A) Personnel Update and (E) Toddle Inn Property Update.” The motion passed with seven (7) yeas. Time: 10:44 p.m.

Councilor Minthorn reported that there was no report on either item.

**XV. ADJOURNMENT** - (Video recording 4:09:30 minute mark)

Councilor Minthorn moved, Councilor MacPhail seconded adjourn the meeting. The motion passed with seven (7) yeas. Time: 10:45 p.m.

Attest: \_\_\_\_\_  
Michele L. Hughes, City Clerk