

## 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 Tuesday, April 21, 2020, at 6:31 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** - (Video recording 0:29 minute mark)

Mayor Doyle discussed the following reminders:

- Joint Council & School Budget Meeting on April 29, 2020
- Budget timeline amendments and suggestions by April 27, 2020
- Senior Meals – Thank you
- COVID-19 Small Business Emergency Loan Fund through So. Maine Finance Authority

**V. COMMITTEE CORRESPONDENCE TO COUNCIL** - (Video recording 4:41 minute mark)

- Mayor Doyle – Joint Biddeford and Saco Council Committee – Recommendation to renew Tax Assessor Position for 2 more years

**VI. PUBLIC COMMENT** - (Video recording 5:40 minute mark)

City Administrator Bryan Kaenrath received 2 public comments:

- David Plavin, 2 Surf Street
- Tracey Collins, 378 Main Street

**VII. APPROVAL OF MINUTES – APRIL 13, 2020** - (Video recording 12:09 minute mark)

Councilor Minthorn moved, Councilor Archer seconded to approve the April 13, 2020 minutes as written. The motion passed with five (5) yeas and two (2) nays – Councilors Copeland and Johnston.

**VIII. CONSENT ITEMS**

**IX. ACTION ITEMS**

**A. CREDIT ENHANCEMENT AGREEMENT BETWEEN THE CITY OF SACO, ME AND A. DUIE PYLE, INC.** - (Video recording 13:09 minute mark)

Councilor Purdy moved, Councilor Minthorn seconded to approve the first reading on the Order regarding the approval of entering into a Credit Enhancement Agreement between the City of Saco, Maine and A. Duie Pyle in substantially the form presented to the Council and further move to schedule a public hearing on May 18, 2020. The motion passed with seven (7) yeas.

**X. NEW BUSINESS**

**A. PREPARATION FOR BUDGET APPROVAL PRESENTATION** - (Video recording 15:54 minute mark)

Finance Director Glenys Salas presented the budget approval process and demonstrated the mil rate calculator.

**B. DEPARTMENT BUDGET & SUPPORTED ENTITY PRESENTATIONS:**

- **POLICE DEPARTMENT** - (Video recording 56:06 minute mark)

Director Jack Clements presented the Police Department budget for FY21.

- **WATER RESOURCE RECOVERY DEPARTMENT** - (Video recording 1:10:22 minute mark)

Director Howard Carter presented the Water Resource Recovery Department budget for FY21.

- **PLANNING & DEVELOPMENT DEPARTMENT** - (Video recording 1:20:40 minute mark)

Director Denise Clavette presented the Planning & Development Department budget for FY21.

Mayor Doyle recessed the meeting at 8:18 p.m.

Mayor Doyle reconvened the meeting at 8:25 p.m.

- **HUMAN RESOURCES DEPARTMENT** - (Video recording 1:53:42 minute mark)

City Administrator Bryan Kaenrath presented the Human Resources Department budget for FY21.

- **DYER LIBRARY (SUPPORTED ENTITY)** - (Video recording 1:58:10 minute mark)

Dyer Library & Saco Museum Executive Director Leslie Rounds presented the Dyer Library Association budget for FY21.

- **BIDDEFORD SACO OLD ORCHARD BEACH TRANSIT (BSOOB) (SUPPORTED ENTITY)**- (Video recording 2:10:40 minute mark)

Biddeford Saco old Orchard Beach Transit Executive Director Tony Scavuzzo presented the BSOOB budget for FY21.

- **SACO MAIN STREET –(SUPPORTED ENTITY)** - (Video recording 2:37:12 minute mark)

Saco Main Street Executive Director Rob Biggs presented the Saco Main Street budget for FY21.

**XI. ADMINISTRATIVE UPDATE** - (Video recording 2:51:47 minute mark)

City Administrator Bryan Kaenrath provided an administrative update.

**XII. COUNCIL DISCUSSION AND COMMENT** - (Video recording 2:58:58 minute mark)

- Councilor Copeland
- Councilor Johnston
- Councilor Minthorn
- Finance Director Glenys Salas
- City Administrator Bryan Kaenrath
- Communication Director Emily Roy
- Councilor Copeland
- Councilor Minthorn

**XIII. EXECUTIVE SESSION**

**XIV. REPORT FROM EXECUTIVE SESSION**

**XV. ADJOURNMENT** - (Video recording 3:09:19 minute mark)

Councilor Minthorn moved, Councilor Purdy seconded to adjourn the meeting. The motion passed with seven (7) yeas. Time:9:41 p.m.

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