I. CALL TO ORDER – On Monday, August 20, 2018 at 6:30 p.m. a Council Meeting was held in the City Hall Auditorium.

II. RECOGNITION OF MEMBERS PRESENT – Mayor Marston Lovell recognized the members of the Council and determined that the Councilors present constituted a quorum. Councilors present: Marshall Archer, Roger Gay, William Doyle, Lynn Copeland, Alan Minthorn, Micah Smart and Nathan Johnston. City Administrator Kevin Sutherland and City Clerk Michele Hughes were also present this evening.

III. PLEDGE OF ALLEGIANCE

IV. GENERAL

➢ Mayor Lovell wished his brother-in-law a happy 91st birthday.

V. PUBLIC COMMENT

➢ Ann Milliard, 26 Lower Beach Rd – Noted she would like to make a minor word changing on Chapter 64. On the 2nd sentence “all dogs shall be leashed and under control of their owners at all times from April 1st through September 30th”. The rest of the sentence deleted. Mayor Lovell asked the council members if there was anyone that was willing to make that amendment. Ms. Milliard read the balance of the sentence as follows “on beaches where piping plovers and least terns are present or have traditionally nested”. She also noted that currently we don’t have least erns nesting or present at Bayview, Ferry Beach or Camp Ellis. Leaving that wording in would allow dogs to run free on those beaches. None of the councilors were willing to make the proposed amendment.

➢ Cathy Murphy, 11 Edgewater Lane – Speaking in opposition to the amendments being proposed to the animal control ordinance. Specifically, the part of the sentence that say’s “on beaches where piping plovers or least terns are present or have traditionally nested”. My request is to re-write the ordinance, so the result is that dogs are required be leashed if and only if those species are actually cited. This would balance access and use of the beach with the protection of species when required versus as written where it may be solving a problem that does not exist and will not exist. I would like to see the beach access managed as it is in the Goosefare Brook area where there is no access as controlled by a roped off area.

➢ Karen Fortier, 116 Buxton Road – Speaking in opposition of leash law on beaches to not be for year-round. I don’t mind it being for April 1st – September 30th where they are on leash for that period of time but afterwards I think the dogs should be able to be off-leash. We don’t have that issue with nesting birds in certain parts of the beach and especially when we are walking the dogs by the water. I would like to see that be amended in that we can enjoy that we have for many years with our dogs. It is an important part of living here in Saco.

➢ Suzanne Foley-Furguson, 331 Black Point Road, Scarborough – I had meant to send you our suggestions when a group of us came from Scarborough, to be specific as to what we did. If you are amenable to a compromise I think it would be something as an additional protection for the piping plovers but allow some off-leash time during the summer and some leash time. So, my suggestion for you would be that the dogs actually be prohibited from the beaches between 9:00 a.m. – 5:00 p.m., not just leashed, but prohibited. That gives additional protection to plovers. But, that during the summer, April 1 – September 30 or Labor Day would be just as good, from 6:00 -9:00 a.m. have some time for off leash dogs except that if there is the presence of an endangered species those exclosures you would have the requirement that they have to stay 200’ away from the exclosures. After 5:00 p.m. it allows for leashed time. It would read “from April 1 – September 30th or Labor Day all dogs shall be prohibited between 9-5 p.m. and shall be leashed or under control of their owners between 5-10 p.m. and between 6-9 a.m. unleashed dogs may be on the beaches accompanied by their owners provided they are under voice control and remain at least 200’ from any endangered species exclosure erected for the safety of that species. Mayor Lovell inquired if any councilors were interested in making that motion and no one offered.

➢ Jenna Kearns, 21 Cottage Avenue – It was 6 years ago today that I stood here in front of many of you to talk about the previous try to ban dogs on the beach. I thought what a great compromise that we had made. That during the months of July and August between the hours of 9-5 p.m. dogs must be on leash. Since then I hadn’t heard of any issues with dog attacks on people or plovers and dogs are still able to play and have allot
of fun. But, unfortunately with this new proposal months out of the year dogs have not be able to for any part of the day be to be able to play in the water and have fun except in the winter months. People who seem to be in favor of this are either people who don’t want dogs on the beach period or people who have dogs and have had a bad run in with an irresponsible dog owner and now want to punish all dog owners. I hear it all the time “my dog doesn’t like other dogs so having a dog run up to them on the beach scares them”. I totally get that I see it happen all the time. But many of these instances have happened between 9-5 p.m. when they are already clearly breaking the current law of having to be on leash or clearly not on voice command again already breaking the law. Why aren’t people enforcing these laws? If so I don’t think we would have as many problems as people are saying. As a former lifeguard I know they don’t have time to run around and tell people to put their dogs on the leash. Also, the police don’t really want to come down and tell people to put their dog on a leash unless there is actual harm happening like a dog attack. I really feel it doesn’t have to do with the plovers or the Camp Ellis sand. I feel people snuck this in to try to get so that people aren’t allowed to have their dogs run free and that upsets me because I thought we had had a great compromise and there had been no problems since then. If it really is about the plovers, then what about all the cats in the neighborhood that are running free right now? It is more likely that a cat will attack a plover than a dog. Are we going to ask cat owners to not let their cats out during those 6 months as well or the other wild animals as well like foxes? I see kids chasing birds all the time running and yelling and doing things and no one is talking about them being too close to the plovers. I truly hope this doesn’t pass as written and we can come up with another great compromise like we did 6 years ago today. Six months on leash is way too long. Mayor Lovell noted that actually he was the only person that was on the council 6 years ago from the current council.

Patricia Frechette, 162 Lewis Avenue – I read in the Courier this past week about the gender-neutral idea. When I read the whole issue, I thought it was so ridiculous. But, in this culture nowadays we probably have to make some consensus. Other than the fact that god created us male and female, he and she should have been standard and should have been oaky. But they and them is so grammatically incorrect, I said “oh wait a minute”. We have to do something about that. I think if we just put “the one”. It is not male and not female or grammatically incorrect. That was my ideas and all I came to say.

VI. CONSENT AGENDA
VII. AGENDA
   A. MONTHLY BUDGET REVIEW: FISCAL YEAR 2018

Finance Director Glenys Salas reviewed the narrative related to the last budget update which refers specifically to FY18, period 13. This is to give the council a sense as to where we are coming in at as the final bills for the period get closed.

General Fund Budget Update

1. Overall Summary: You will note at the top of the budget workbook a new feature - “Undesignated Fund Balance current”. I have added calculations to the sheet to demonstrate how, over the course of the year, the undesignated fund balance stands. This should improve City Council’s ability to make informed decisions on any necessary budget amendments as they arrive. I have also detailed the use of designated fund balance so that you can see how much our net operating income or deficit affects the designated versus undesignated fund balance. I will be happy to answer any questions on this as they arise. Although the city is carrying a net deficit of $251,351 at year’s end, it is offset by $503,544 in use of designated fund balance, so it appears the city will have actually increased its undesignated fund balance at the close of FY 2018. As noted in my previous update, bills are still coming in for FY2018 and so these numbers are subject to change.

2. Encumbrances: As projects are wrapped up for the year and bills have been paid, encumbrances have fallen from $1.2 million at my last update to $623,898. This is actually $59,679 lower than the total encumbrances that were held at the end of FY 2017. We are actively working with department heads across the organization to bring that number down even further before the year is closed.

3. Assessing: Assessing’s overage rose from $509 in our last update to $9220. The causes were contracts, postage, and training bills which came in for FY 2018. However, $3750 will be returned to Saco as revenue.

4. Code Enforcement: An encumbrance entered at twice its correct value was the root cause of the overage in the latest budget update. With the correction made, Code Enforcement is actually $7202 under budget.

5. Contingency: An encumbrance entered in error for $7760 has been cleared, reducing how much over budget this line item is. Unfortunately, an additional bill was paid for Unit 91, which offset some of the savings from the cleared encumbrance. The overage declined from $40,198 in my previous report to just $38,331. Unit 91 should be sold shortly and will therefore not put future pressure on our budget.
6 Human Resources: About $600 additional was spent out of the 2018 Travel & Training budget, which pushed HR to 102.3% of budget spent. Given the overall health of the City’s budget, this overage will not have a significant impact.

7 Supported Entities: Per Council request, $5200 budgeted for the Conservation Commission has been encumbered to support the GIS Greenbelt initiative in FY 2019. We have received back the double payment to the Saco River Corridor Commission and simply need to void the check.

8 Revenues: Revenues generally have not changed since our last update. There was a slight adjustment on Real and Personal Property to reflect the end of year Taxes Receivable reconciliation. A similar adjustment was made to reconcile the accounts at the end of FY 2017. Interest earnings were increased by $8970 to reflect earnings from the CD accounts, where a portion of the Bond proceeds are being stored.

9 Transfer Revenue & Expense: Finance is waiting on word from accounts payable that all FY2018 Bills have been paid to make the requisite transferences. These transfers will be reflected in the FY 2018 Per 13 update in September.

### General Fund Budget Update

<table>
<thead>
<tr>
<th>Net Operating Income (Use of Fund Balance)</th>
<th>1,408,365</th>
<th>0</th>
<th>(2,220,629)</th>
<th>(251,351)</th>
<th>100.0%</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Use of Designated Fund Balance</th>
<th>503,544</th>
<th>100.0%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net Change in Undesignated Fund balance</td>
<td>252,193</td>
<td>100.0%</td>
</tr>
<tr>
<td>Undesignated Fund balance beginning of Year</td>
<td>6,840,715</td>
<td></td>
</tr>
<tr>
<td>Undesignated Fund balance current</td>
<td>7,098,077</td>
<td>13.67% of Adopted Budget</td>
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### Account Summary

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<th>Account Type</th>
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<th>Category</th>
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<th>FY2018 Adopted</th>
<th>FY2018 Budget</th>
<th>FY2018 Actual</th>
<th>FY2018 Encum</th>
<th>FY2018 Spent</th>
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### Expense Total

49,310,091 | 51,905,974 | 55,869,387 | 52,407,639 | 623,898 | 53,031,537 | 94.9% |

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### Fund Summary

| Fund | 1000 - CITY GENERAL FUND |
B. AMENDMENTS TO CHAPTER 64 – ANIMALS – (SECOND & FINAL READING)

The City of Saco authorized the City Administrator to sign a Beach Management Agreement with Federal Fish and Wildlife Service (FWS) and the Maine Department of Inland Fisheries and Wildlife (MIF&W) on June 4, 2018. This was the first step in the process to ensure sand dredged from the river this upcoming winter season is placed on the beach in Camp Ellis. Now the City of Saco needs to amend two ordinances, “§ 64-8 Running at large” and “§ 64-3 Horses prohibited on beaches” to agree the language within the Beach Management Agreement.

The effects of these ordinance changes will not go into effect until the fall.

Councilor Copeland moved, Councilor Minthorn seconded “The Saco City Council hereby ordains and approves the Second and Final Reading of the document entitled, ‘Amendments to Saco City Code, Chapter 64 – Animals, dated July 23, 2018.’

Tabled – Councilor Johnston moved, Councilor Gay seconded to table this item until the September 4, 2018 meeting. The motion passed with four (4) yeas and three (3) nays – Councilors Archer, Doyle, and Minthorn.

Amendments to Saco City Code, Chapter 64 – Animals
July 23, 2018

(Article I: Keeping of Animals)

Section 64-3 - Horses prohibited on beaches; exception.

Between May 1 and September 30, no person shall ride or drive any horse upon the public beaches of the City or upon any beach to which the public has access, nor shall the owner of the horse permit it to be ridden. This section shall not apply to persons using horses or teams to clean the beach of any refuse or seaweed, provided that the horses or teams shall be properly attended at all times.
C. BUDGET AMENDMENT #1 – ADMINISTRATION – (SECOND & FINAL READING)

As part of the Administrator’s negotiated contract, several account lines need to be amended to reflect the expected expenditures for Fiscal Year 2019.

Council action to utilize $ from the fund balance would have no further impact on the property tax amount for Fiscal Year 2019.

Councilor Archer moved, Councilor Gay seconded “Be it Ordered that City Council approves the second and final reading of ‘Budget Amendment #1 FY2019.’” Further move to approve the order. The motion passed with six (6) yeas and one (1) nay – Councilor Doyle.

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**Budget Amendment Request Form**

<table>
<thead>
<tr>
<th>Revenue &amp; Appropriation</th>
<th>Administration Contract</th>
</tr>
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<tbody>
<tr>
<td>Date</td>
<td>Administration Department</td>
</tr>
<tr>
<td>7/12/2018</td>
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<table>
<thead>
<tr>
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<th>Object</th>
<th>Account Name</th>
<th>Current Budget</th>
<th>Actual YTD</th>
<th>Adjustment Requested</th>
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<td>$214,913</td>
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</tbody>
</table>

**Notes:** Requested adjustments reflect the difference between the part-time administrative assistant approved by council and the needs of a full time executive assistant. This amendment also includes pay increase for City Administrator.

Finance Director certifies that funds are available:

Glenys Salas, Finance Director

7/12/2018
D. CHARTER AMENDMENT #1 – STAGGERED THREE-YEAR COUNCIL TERMS – (PUBLIC HEARING & FINAL READING)

The City Council endeavors to make a few amendments to the Charter. As described in MRSA, Title 30A, Chapter 111, Section 2104, the process for making amendments to the Charter requires a Public Hearing before a vote by Council. Additionally, if approved by the Council, the item would be voted in referendum by the public in November.

This particular change is meant to create staggered terms for City Council and extend the service time from two years to a three-year term. This will afford the community an opportunity to change the makeup of Council on an annual basis.

Councilor Johnston moved, Councilor Smart seconded to open the public hearing for the document titled, ‘Saco City Charter Amendment #1: Staggered Three-Year Council Terms, dated and further amended August 6, 2018.’” The motion passed with seven (7) yeas.

Ron Michaud, 143 Bayview Road – I applaud the council for looking at the Charter which is always good to look at our constitution and see how it is going and issues that have come up and need to be addressed. On this one in particular though I have a feeling we have a solution looking for a problem staggering the terms to 3-year terms. One of the things that bothers me about local government having run for office for over 20 years I never did find… there was that folks come in and they are new, and it takes allot of time for them to go through the decision-making process and it is up to staff because they haven’t been around long enough. But, frankly I have never seen that as an issue in the times that I have been involved. You run for office because you have ideas that you want to get done and have the ability to come up to speed real quick and learn quickly. The longer the term the less the accountability. We always know that with 2-year elections we are always going to be held accountable by the people p.d.q. from the time you start your first 2 years. I think that is a healthy thing. The longer the terms the less people are accountable. It is good to hold people accountable every 2 years. It is a healthy thing to be accountable to the public and they ought to be held accountable. I also think it adds confusion. We are going to have a Mayor running for a 4-year term one time and three down the road and some councilors only one time and not running another time. The public probably pays attention more on election year or if something is bothering them they will certainly let you know. They get busy doing other things and try to track who is running at one particular time can be somewhat difficult. In 20 = years I have never seen the need to extend the terms. I have worked with many different people from all sorts of positions in the community and never found any 1 person not being incapable of coming in and doing their job. Someone somewhere along the lines has decided to extend them. Not a crises. We will live with it and work through the confusion. But, honest to god I don’t see a need for it. Having councilors accountable every 2 years is a good thing for the public. So, give that some thought. Thank you.

Don Pilon, 16 Glenhaven Circle – I believe that having staggered terms is beneficial in light of the fact that in one 2-year term at election time you could obviously lose you whole council. You have new people sitting there with no experience or history so what happens here is that you lose that knowledge. By having staggered terms, you are going to have some people on the council that have that historical knowledge and be able to then teach the newcomers that this is what we did in that situation when it came before the council and that historical knowledge is very important. I’m an advocate of staggering the terms. Now, I believe that the school board has staggered terms. There are a couple people here that are from the school board and I would be interested in hearing from them in how they feel that staggered terms, has either helped or has not helped them in the process.

Elizabeth Johnston – School Board member, 62 Pleasant Street - I do believe having staggered terms is a good idea. To have an entire board or council turned over has probably rarely happened is ever. But, you could have a large majority of them turned over in one election. I do think that historical knowledge background is important. I think the idea of having 3-year terms is not a bad one but even if you did staggered 2 year terms that would be better in my opinion than having everyone run in the same year. I do not believe that the council has ever done that with staggered terms. But, it doesn’t mean that it is not a good idea. I guess essentially, I’m here to say that I do support the concept. Thank you.

Councilor Johnston moved, Councilor Smart seconded to close the public hearing. The motion passed with seven (7) yeas.
Councilor Johnston moved, Councilor Minthorn seconded “The Saco City Council hereby ordains and approves the second and final reading of, ‘Saco City Charter Amendment #1: Staggered Three-Year Council Terms, dated and further amended August 6, 2018’ and authorize the City Clerk to include Charter Amendment #1 on the November 6, 2018 ballot.”

Saco City Charter Amendment #1: Staggered Three Year Council Terms, dated and further amended August 6, 2018

Article II: Mayor and City Council

Section 2.05 – Election and Term

b. Term. The Mayor and the City Councilors shall be elected for two (2)-three (3) year staggered terms commencing on the first Monday of December. The Mayor and City Councilors shall continue to hold office until the expiration of their terms and until their successors are elected and qualified. Starting in December of 2019, the terms will become staggered. In the election cycle for November 2019, City Councilors from Ward 1, Ward 3, and Ward 6 will run for a one-time two-year term; City Councilors from Ward 4, and Ward 5 will run for a one-time three-year term; and, City Councilors from Ward 2 and Ward 7 as well as the Mayor will run for a one-time four-year term.

Amendment – Councilor Johnston moved, Councilor Archer seconded to accept the mayor’s edits in that were in the packet to include the language “thereafter for three-year terms” after sentence number 2, and “thereafter will run for three-year terms” after the 3rd sentence. The motion passed with seven (7) yeas

Mayor Lovell called for a vote on the main motion. The motion passed with seven (7) yeas.

The Mayor has additional edits (in green) to what was proposed by Councilor Doyle. If this is the direction the Council would like to go, an amendment will need to be made and seconded.

b. Term. The Mayor and the City Councilors shall be elected for two (2)-three (3) year staggered terms commencing on the first Monday of December. The Mayor and City Councilors shall continue to hold office until the expiration of their terms and until their successors are elected and qualified. Starting in December of 2019, the terms will become staggered. In the election cycle for November 2019, City Councilors from Ward 1, Ward 3, and Ward 6 will run for a one-time two-year term; thereafter for three-year terms, City Councilors from Ward 4, and Ward 5 will run for a one-time three-year term; and, City Councilors from Ward 2 and Ward 7 as well as the Mayor will run for a one-time four-year term. Thereafter, will run for three year terms.

E. CHARTER AMENDMENT #2 – MAYOR PRESIDES OVER BOTH THE CITY COUNCIL AND SCHOOL BOARD – (PUBLIC HEARING & FINAL READING)

The City Council endeavors to make a few amendments to the Charter. As described in MRSA, Title 30A, Chapter 111, Section 2104, the process for making amendments to the Charter requires a Public Hearing before a vote by Council. Additionally, if approved by the Council, the item would be voted in referendum by the public in November.

This particular change is meant to provide greater communication between the City Council and the School Board. Having the same person preside over both elected bodies also creates a level of consistency in governance.

Councilor Minthorn moved, Councilor Smart seconded to open the public hearing for the document titled, ‘Saco City Charter Amendment #2: Mayor Presides Over Both the City Council and School Board, dated August 6, 2018’. The motion passed with seven (7) yeas.
Ron Michaud, 143 Bayview Rd – This unlike your previous action is a solution to a problem that currently exists. I have been involved for years and years and in fact when the Mayor first became the chairman of the School Board when the proposed amendment was passed, I was opposed to it. I was a Councilor at the time and felt that that would be an inappropriate relationship and it turned out to be that I was dead wrong. What the process did was really help improve the communication between the then Mayor and School Board. So, in hind sight it was a good thing. I also had the opportunity to serve as Mayor as the chairman of the School Board for 2 terms and I also had the opportunity to serve as Mayor of the non-chairman of the School Board in my last term when we came out of the RSU. When we went into the RSU the Mayor was the chair and the wards were the voting groups. When we came back out of the RSU the wards stayed the same for voting, but for some reason the Mayor was not put back as the chair. Whether you call it the chair or the new term I think it is a critical component because it allows the 7 members of the board to be equal in operation. As a chairperson who sat there you can’t have undue influence if you are sitting as a chairperson. That is why you will find that most organizations chairs don’t vote unless there is a tie or something to that effect because they do have some ability to control the events. The Mayor as the chair equals the 7 votes. All 7 members of the board are all on the same operating plane and it makes the discussions better. I have seen it from both sides. I have been the chair and it allowed all 7 members of the board to be equal in voting capacity. Whereas, I sat there just as an observer basically of the school board I found it didn’t work that well. So, I think it is a great amendment. In fact, before I left office I was encouraging folks about it and felt it was something that was needed by the time we got out of the RSU. I think this needs to move onto the public and hopefully they will agree it is a good idea.

Don Pilon, 16 Glenhaven Circle – Ron is on the right track. It is important that the mayor be a part of the school board. Being a part of the school board, you learn how they build their budget. You have the information and you can come back to the council and sit with them and say here is how they built their budget and it is very informative for all you to learn where the budget and the numbers lye. What all you guys see are cost centers and they are very non-descript. The mayor sees every line item within those cost centers and he or she will be able to translate those cost centers for you to make a better-informed decision as to where that big number that comes to you is cultivated. So, that is one very important reason I think that the Mayor should be the chair of both positions. The last thing is that as the mayor in Biddeford is the chair of the School Board he or she, it is now Alan, he has the ability to communicate to his council exactly what is going on over there and that is very important. Now, Alan gets a stipend for being the chair of school board. Likewise, I would suggest to the council to create a stipend for the mayor for the mayor’s position to be the chair there and also his or her stipend here. So, the council should consider a stipend for the mayor going forward for being in these 2 roles.

Stanley Mozden – School Board member – Ward 6, 35 Cleveland St – This is obviously something that I have an interest in. One of the things that I would like to do is to continue on with Don’s comments. One of the things that has to be remembered is the school system is not the rest of the city. You cannot run the school board school system the way you do the rest of the city. It is an educational institution that is responsible for the education of your children and everybody else in this community. It is one of the key things for economic development in a community. As such, when you are looking at it you have to remember than when an industry comes to town one of the first things they are going to look at is your school system. They want to know how good it is and how well it is educating the labor force that they are hoping to acquire when they come here. So, when you start looking at the school system it is not a simple little puzzle whereas if we just get rid on this one administrator all of a sudden everything is simpler. It’s not. Very complicated and it is something that requires many hours, many efforts, many meetings in order to be able to address the issues that you are dealing with. I guess what I’m doing is issuing a caution and that is that the school system cannot be interrupted as being governed the same as the rest of the city. It can’t be.

Elizabeth Johnston, 62 Pleasant – The council and school board has met about these couple of issues I think twice now. We did have some good conversation about the pros and cons of all of these things. I don’t have a problem with the mayor serving in the capacity of overseeing the meetings the school board has. I still believe in terms of providing what the school board does is the best education hopefully that we can do. We still need to have a chair and probably a vice chair to communicate with the superintendent and to be the conduit to communicate with other board members and also to communicate with the council as well. So, having the mayor service in the capacity of presiding over the meetings I think has a potentially positive outcome. There is hopefully more communication going on and it could become a full-time job Mr. Mayor. While the city should consider increasing what the mayor earns
n his position I don’t think that a stipend individually because he becomes presiding over the meetings of the school board is probably necessary. Maybe just an increase in pay altogether. But, I do think it is really important that we still have a chair and vice chair who do some of the work that the mayor probably is only going to get so deep into. He or she needs to know and will become more informed and will hopefully be a conduit to the council. But, I think we still need to understand that as a board we need to elect a chair and vice chair.

Councilor Minthorn moved, Councilor Johnston seconded to close the public hearing. The motion passed with seven (7) yeas.

Councilor Minthorn moved, Councilor Doyle seconded “The Saco City Council hereby ordains and approves the final reading of, ‘Saco City Charter Amendment #2: Mayor Presides Over Both the City Council and School Board, dated August 6, 2018’ and authorize the City Clerk to include Charter Amendment #2 on the November 6, 2018 ballot.” The motion passed with seven (7) yeas.

Saco City Charter Amendment #2: Mayor Presides Over Both the City Council and School Board, dated August 6, 2018

Article II: Mayor and City Council

Section 2.07 – Powers and Duties of the Mayor.

b. The Mayor shall preside at all meetings of the City Council and the School Board and shall vote only in case of a tie.

Section 4.01 - School Department and School Board.

g. The Mayor shall sit as member of preside over the School Board but shall have no vote except in the case of a tie. The Mayor may not make motions, but may request matters be added to an agenda for School Board consideration.

Note: See page 11 for “Reconsideration motion”.

F. CHARTER AMENDMENT #3 – REVISION OF NECESSARY DEPARTMENTS – (PUBLIC HEARING & FINAL READING)

The City Council endeavors to make a few amendments to the Charter. As described in MRSA, Title 30A, Chapter 111, Section 2104, the process for making amendments to the Charter requires a Public Hearing before a vote by Council. Additionally, if approved by the Council, the item would be voted in referendum by the public in November.

This particular change is meant to provide some flexibility in determining the organizational structure of Saco as several of the departments listed in Charter are duties currently performed by other departments.

Councilor Minthorn moved, Councilor Smart seconded to open the public hearing for the document titled, ‘Saco City Charter Amendment #3: Revision of Necessary Departments, dated August 6, 2018’. The motion passed with seven (7) yeas.

There were no public comments.

Councilor Minthorn moved, Councilor Copeland seconded to close this public hearing. The motion passed with seven (7) yeas.

Councilor Minthorn moved, Councilor Gay seconded “The Saco City Council hereby ordains and approves the final reading of, ‘Saco City Charter Amendment #3: Revision of Necessary Departments, dated August 6, 2018’ and authorize the City Clerk to include Charter Amendment #3 on the November 6, 2018 ballot.”

Amendment - Councilor Minthorn moved, Councilor Johnston seconded that we include the language as the City Attorney Tim Murphy recommended “that the department of Clerk as noted under (30-A MRS Sections 2603 and 2651), Tax Collector, Tax Assessor (30-A MRS Sections 2603; also Title 36 Sections 301 and 306 governing appointment of assessors), Code Enforcement Office (30-A MRS Section2601-A), Treasurer (30-A MRS Section
2603), and Law Enforcement/Constables (30-A MRS Section 2671, et seq) be included as departments”. The retention of these positions on any list under Section 5.03 is recommended because the very offices described have been expressly set out in state statute.

Mayor Lovell clarified that these would remain or be added to Article 5, Section 5.03 and it is the list as described.

Friendly Amendment - Councilor Smart moved to add one sentence onto the end of this as follows “and other departments as State Statute requires in the future”. Councilors Minthorn and Johnston were both acceptable to the friendly amendment.

Friendly Amendment – Councilor Doyle moved to add the “Fire Department” in there for public safety purposes. Councilors Minthorn and Johnston were both acceptable to the friendly amendment.

City Administrator clarified the wording as follows: The City Council, by ordinance, may create, change, and abolish offices, departments and agencies, other than the offices, departments and agencies established by state statute. The City Council, by ordinance, may assign additional functions or duties to offices, departments or agencies established by state statute, but may neither discontinue nor assign to any other office, department or agency any function or duty assigned by state statute to a particular office, department or agency. Section 5.03 Necessary Departments, Offices, or Agencies. It was going to say: “there shall be a local ordinance which includes a list of necessary department, offices, and agencies”. This proposed change is going to include a list of the: Clerk, Tax Collector, Tax Assessor, Code Enforcement Office, Treasurer, Law Enforcement Constables and recognize their locations within state statute and also include language that says “Fire Department”. There is no state statute that files around that. However, I will also include “and other departments as state statute requires”. In addition, there shall be a local ordinance which includes a list of other necessary departments, offices, and agencies”. Councilor Minthorn stated that was correct.

Mayor Lovell called for a vote on the amended motion. The motion passed with seven (7) yeas.

Mayor Lovell called for a vote on the main motion with amendment. The motion passed with seven (7) yeas.
E. CHARTER AMENDMENT #2 – MAYOR PRESIDES OVER BOTH THE CITY COUNCIL AND SCHOOL BOARD – (PUBLIC HEARING & FINAL READING)

Reconsideration – Councilor Archer moved, Councilor Smart seconded to reconsider agenda item #E for discussion purposes. The motion passed with seven (7) yeas.

Mayor Lovell called for a vote on the main motion. The motion passed with seven (7) yeas.

G. CHARTER AMENDMENT #4 – CLARIFICATION ON PUBLISHING NOTICE FOR PUBLIC HEARING ON THE BUDGET – (PUBLIC HEARING & FINAL READING)

The City Council endeavors to make a few amendments to the Charter. As described in MRSA, Title 30A, Chapter 111, Section 2104, the process for making amendments to the Charter requires a Public Hearing before a vote by Council. Additionally, if approved by the Council, the item would be voted in referendum by the public in November.

This particular change is meant to provide clarity on when the public hearing for the budget should be held. The intent of the original language was meant to reflect what is shown in Section 6.06 of the Charter, but the way it is currently written makes it difficult to meet a specific day when the information needs to be published requiring duplication and costing the City money.

Councilor Smart moved, Councilor Minthorn seconded to open the public hearing for the document titled, ‘Saco City Charter Amendment #4: Clarification on Publishing Notice for Public Hearing on the Budget, dated August 6, 2018’. The motion passed with seven (7) yeas.

There were no public comments.

Councilor Smart moved, Councilor Minthorn seconded to close the public hearing. The motion passed with seven (7) yeas.

Councilor Smart moved, Councilor Minthorn seconded “The Saco City Council hereby ordains and approves the final reading of, ‘Saco City Charter Amendment #4: Clarification on Publishing Notice for Public Hearing on the Budget, dated August 6, 2018’ and authorize the City Clerk to include Charter Amendment #4 on the November 6, 2018 ballot. The motion passed with seven (7) yeas.

Saco City Charter Amendment #4: Clarification on Publishing Notice for Public Hearing on the Budget, dated August 6, 2018

Section 6.04 - Municipal Budget.

[Amended 11-6-1984; 11-5-1996; 11-2-2010; 11-4-2014]
The annual municipal budget shall be submitted to the City Council in two parts, one by the City Administrator and one by the School Board. The School Department budget shall include the School Board’s estimated cost for operations of the School Department for the ensuing year, including capital expenditures, priorities, and debt costs. The City budget shall include the City Administrator’s estimated costs for operations of the City for the ensuing year, including capital expenditures, priorities and debt costs. The combined municipal budget shall be in such form as the City Council may require, except as otherwise required by law or this Charter.

At the second regular meeting of the City Council in March of each year, the City Administrator shall submit to the City Council a summary of the two parts of the municipal budget previously submitted to the City Council by the School Board and the City Administrator, which summary shall be itemized further by principal sources of anticipated revenue, and which shall state separately the amount to be raised by property tax. It shall be itemized also by departments and kinds of expenditures in such a manner as to present to the taxpayers a simple and clear summary of the detailed estimates of the budget.

The summary of the proposed municipal budget shall be published at least once in one or more newspapers of general circulation in the City within the two-week period following submission to the City Council, as outlined in Section 6.06(a).
H. CHARTER AMENDMENT #5 – GENDER NEUTRALITY THROUGHOUT CHARTER –
(PUBLIC HEARING & FINAL READING)

The City Council endeavors to make a few amendments to the Charter. As described in MRSA, Title 30A, Chapter 111, Section 2104, the process for making amendments to the Charter requires a Public Hearing before a vote by Council. Additionally, if approved by the Council, the item would be voted in referendum by the public in November.

This particular change is meant to make the Saco City Charter an inclusive and gender-neutral document. It would replace all references all references to masculine singular pronoun with its third person plural pronoun and replace the associated verb form to complement the replaced pronoun.

Councilor Copeland moved, Councilor Minthorn seconded to open the public hearing for the document titled, ‘Saco City Charter Amendment #5: Gender Neutrality Throughout Charter, dated August 6, 2018’. The motion passed with seven (7) yeas.

Patricia Frechette, 162 Lewis Ave, Saco – My concern is why are we discussing this? Is the City Administrator trying to negate any possible litigation in the future? What is the premise for even wanting to waste our time on this? It is not going to change you or her (Ms. Frechette pointed to the Mayor and Councilor Copeland) at all. I can’t state anything more clearly than the fact that if this has to go I gave you a solution. How practical that solution is I don’t know. But, I don’t know why we are discussing this in the first place. Does anybody here have a reason?

Councilor Copeland moved, Councilor Johnston seconded to close the public hearing. The motion passed with seven (7) yeas.

Councilor Copeland moved, Councilor Minthorn seconded “The Saco City Council hereby ordains and approves the second and final reading of, ‘Saco City Charter Amendment #5: Gender Neutrality Throughout Charter, dated August 6, 2018’.”

Amendment – Councilor Doyle moved, Councilor Copeland seconded to amend the language to the August 20th provided language from the Mayor’s recommendations. Mayor Lovell clarified “adopt language that substitutes the 3rd person plural pronouns with nouns that refer to the position being addressed in the charter”. The motion passed with seven (7) yeas.

Mayor Lovell called for a vote on the main motion with the amendment. The motion passed with seven (7) yeas.

Saco City Charter Amendment #5:
Gender Neutrality Throughout Charter,
dated August 6, 2018

Article II: Mayor and City Council

Section 2.03 – Eligibility

a. Mayor. The Mayor shall be a resident and qualified voter of the City of Saco, and shall remain so during his term of office otherwise the office shall be declared vacant.

Section 2.04 – Limitations; Mayor and City Council

a. Holding Other Office. A person who holds an appointive office in the City government or is an employee of the City shall be eligible to be a candidate for an elective office in the City government, but shall not take elective office unless he resigns from the appointive offices or City employment prior to the start of the term of office for which he was elected, except as otherwise provided by law. However, a person holding a City elective office shall be eligible, during his term of that office,
to become a candidate for the same or another City elective office. In the event such person is elected to the second City office, a vacancy shall exist in the first City office when such person qualifies for the second City office. No person shall be a candidate for more than one City elective office in the same municipal election. No person shall concurrently hold more than one City elective office. No former Mayor or Councilor shall hold any compensated appointive City office or City employment until one year after the expiration of the term for which the Mayor or Councilor was elected.

b. Appointments and Removals. The Mayor, the City Council or any of its members shall not in any manner direct the appointment or removal of any City administrative officer or employee whom the City Administrator or any other City administer or any of his their subordinates of the City Administrator are empowered to appoint, but the Mayor and the Councilors may express their views and freely discuss with the City Administrator anything pertaining to appointment and removal of such officers and employees.

c. Section 2.06 – Vacancies, Forfeiture of Office, Filling of Vacancies.

b. Forfeiture of Office. The Mayor or a City Councilor shall forfeit their office if he they their office holder:
1. Lacks at any time during his their the term of office any qualification for the office prescribed by this Charter or by law.
2. Violates any express prohibition of this Charter.
3. Is convicted of a crime or offense involving moral turpitude.
4. Fails to attend three consecutive regular meetings of the City Council without being excused by the City Council.

Section 2.07 – Powers and Duties of the Mayor.

c. The Mayor shall have the power to veto any appropriations order, or any severable portion of any appropriation order without effecting the validity of the remainder of the order. If the Mayor vetoes there is a veto of any such measure, suchthat measure, with their written objections, shall be returned at the next regular meeting of the City Council, and the City Council shall proceed to reconsider the same. If, upon reconsideration, it shall be passed by a vote of not less than five (5) members of the City Council, it shall have the same validity as if signed by the Mayor.

def. The Mayor shall, have frequent conferences with the City Administrator. The Mayor will keep the City Council informed as to the progress on all City Council directives, the general financial standing of the City, the current status of all negotiations, Administrative proposals for future City plans, and recommendations for City Council action. He The Mayor will request any information and supporting documents that the Mayor believes they feels are necessary for the City Council, in order for the Mayor and the City Council to make reasoned and informed decisions on matters coming before the City Council or its member Committees.

Section 2.11 - Authentication and Recording; Codification; Printing.

a. Authentication and Recording. The City Clerk shall authenticate by his the Clerk’s signature, and record in full, in a properly indexed book for the purpose, all ordinances, orders and resolves adopted by the City Council.
Article III: City Administrator

Section 3.01 – Appointment; Qualification; Compensation

The Mayor and the City Council shall meet jointly to review all applications for the position of City Administrator. After consultation, the Mayor shall appoint and the City Council may confirm a City Administrator for a term of three (3) years, and the City Council shall fix his/her the City Administrator's compensation. The City Administrator shall be appointed solely on the basis of his/her executive and administrative qualifications, with special reference to this actual experience in, or his/her knowledge of, accepted practice in respect to the duties of his/her the office of City Administrator, as herein set forth. He/They The City Administrator need not be a resident of the City or the State at the time of his/her appointment. He/They but may reside outside the City while in office only with the approval of the City Council.

Section 3.02 - Reappointment, Termination, Removal for Cause.

a. Reappointment and Termination. Six months prior to the end of the City Administrator's term, the Mayor and the City Council shall notify the City Administrator in writing that they will or will not reappoint him/her the City Administrator for another term. He/They The City Administrator shall reply in writing within ten (10) days of receipt of the City Council's letter of intent, whether or not he/they wishes to be reappointed. Within ten (10) days of receipt of the City Council's letter of intent, the City Administrator must indicate an interest in being reappointed.

b. Removal for Cause. The City Council may remove the City Administrator from office in accordance with the following procedure:
   1. The City Council shall adopt by affirmative vote of the majority of all its members a preliminary resolution which must state the reason or reasons for removal, and may suspend the City Administrator from duty for a period not to exceed forty-five (45) days. A copy of the preliminary resolution shall be served on the City Administrator promptly.
   2. Within five (5) days after the copy of the preliminary resolution has been served on the City Administrator, he/she the City Administrator may file with the City Council a written request for a public hearing. This hearing shall be held at a City Council meeting not earlier than fifteen (15) days nor later than thirty (30) days after the request is filed. The City Administrator shall file with the City Council a written reply not later than five (5) days before the hearing.
   3. If the City Administrator has not requested a public hearing or at any time after the public hearing, the City Council may adopt a final resolution of removal, which The resolution may be made effective immediately, by affirmative vote of a majority of all its the Council members at any time after five (5) days from the date when a copy of the preliminary resolution was served on the City Administrator if he/she has not requested a public hearing, or any time after the public hearing, if he/she has requested one.
   4. The City Administrator shall continue to receive his/her the contract salary until the effective date of a final resolution of removal.

Section 3.03 - Acting City Administrator.

During any vacancy in the office of City Administrator and during the temporary absence or disability of the City Administrator, as determined by vote of the Council, the Council may designate a properly qualified person to perform the duties of City Administrator and fix such person's compensation. While so acting, such person shall have the same powers and duties as those given to and imposed on the City Administrator. This person shall not be the Mayor, or a City Councilor, or a former Mayor or City Councilor, unless he/she has have that person has been out of office for at least a year.
Section 3.04 - Powers and Duties of the City Administrator.

The City Administrator shall be the chief administrative officer of the City. He shall be responsible to the Mayor and the City Council for administration of all City affairs whether directed by the vote of the City Council or placed in his charge by or under this Charter. He shall have the following powers and duties:

a. Shall appoint, suspend or remove, subject to consultation with the Mayor and confirmation by the City Council, all department heads provided by or under this Charter, except as otherwise provided for by law or this Charter. All other employees shall be appointed by the City Administrator upon recommendation of the heads of their respective departments and their appointment, suspension or removal shall be as provided for by personnel rules adopted pursuant to this Charter. The City Administrator may authorize any department head who is subject to his direction and supervision to exercise these powers with respect to subordinates in that department, office or agency.

b. Shall direct and supervise the administration of all departments, offices and agencies of the City, except as otherwise provided for by this Charter or by law.

c. Shall attend all City Council meetings, unless excused by the City Council, and shall have the right to take part in discussion but may not vote.

d. Shall see that all laws, provisions of this Charter and acts of the City Council, subject to enforcement by himself or officers subject to his direction and supervision, are faithfully executed.

e. Shall prepare and submit the annual budget and the capital program to the Mayor and the City Council.

f. Shall submit to the Mayor and the City Council and make available to the public a complete report on the financial and administrative activities of the City as of the end of the fiscal year. The time for filing the Annual Report may be extended by the City Council for good cause, for an additional period, not to exceed forty-five (45) days.

g. Shall prepare and submit to the Mayor and the City Council such reports and shall perform such duties as the Mayor and City Council may require and shall make such recommendations to the Mayor and the City Council concerning the affairs of the City on a quarterly basis or more frequently if requested.

Article V: Departments, Offices, and Agencies

Section 5.01 - City Administrator, Chief Administrative Officer.

All departments, offices and agencies under the direction and supervision of the City Administrator shall be administered by an officer appointed by and subject to the direction and supervision of the City Administrator except as otherwise provided in this Charter. With the consent of the City Council, the City Administrator may serve as the head of one or more such departments, offices or agencies except the Police and Fire Departments, or may appoint one person as the head of two or more of them, except the Police or Fire Departments.
Article VI: Financial Procedures

Section 6.09 - Amendments After Adoption.

c. Reduction of Appropriations. If at any time during the fiscal year it appears probable to the City Administrator that the revenues available will be insufficient to meet the amounts appropriated, the City Administrator shall report to the City Council without delay, indicating the estimated amount of the deficit, any remedial action taken by the City Administrator and his recommendations as to any other steps to be taken. The City Council shall then take such further action as it deems necessary to prevent or minimize any deficit and for that purpose it may reduce one or more appropriations.

Section 6.11 - Administration of Budget.

a. Payments and Obligations Prohibited. No payment shall be made or obligation incurred against any allotment or appropriation except in accordance with appropriations duly made and unless the City Administrator or his designee first certifies that there is a sufficient unencumbered balance in such allotment or appropriation and that sufficient funds therefrom are or will be available to cover the claim or meet the obligation when it becomes due and payable. Any authorization of payment or incurring of obligation in violation of the provisions of this Charter shall be void and any payment so made illegal. Such action shall be cause for removal of any officer who knowingly authorized or made such payment or incurred such obligation, and the person shall also be liable to the City for any amount so paid. However, except where prohibited by law, nothing in this Charter shall be construed to prevent the making or authorizing of payments or making of contracts for capital improvements to be financed wholly or partly by the issuance of bonds or to prevent the making of any contract or lease providing for payments beyond the end of the fiscal year, provided that such action is made or approved by vote of the City Council.

Section 6.12 - Purchasing.

Bidding and purchasing procedures shall be established by ordinance by the City Council for purchases in excess of limits established by the City Council. The City Administrator shall make necessary administrative purchasing rules in accordance with the ordinances as he deems necessary. The purchasing agent shall contract for and purchase all supplies, materials, and equipment required by any office, department or agency of the City, unless otherwise specified by State Law.

Section 6.13 - Accounting Procedure.

The Auditor shall establish such rules and procedures as he deems necessary for account by offices, departments, agencies, boards and commissions of the City in the form approved by the State auditor.

Article VII: Elections

Section 7.02 - Candidates.

b. Nomination by Petition. The nomination of candidates for Mayor shall be made by petition. A candidate for Mayor shall become qualified by filing a nomination petition signed by 200 qualified voters in the City. The nomination of candidates for the elective offices of councilor, School Board member, warden, and ward clerk shall be made by nomination petition.
A candidate for nomination to the elective office of councilor, warden, ward clerk and School Board member shall become qualified by filing a nomination petition signed by 35 qualified voters from his/her/their respective ward. Signatures of City residents living outside the applicable ward of the candidate shall not be counted towards the required total of 35. Nomination petition shall be filed in the office of the City Clerk at least 60 days prior to the date of the municipal election. The nomination and election of these offices shall be non-partisan.

Section 7.03 - Determination of Results.

a. Plurality. The candidate receiving the greatest number of votes shall be deemed elected provided he/she qualifies as required herein the Charter required qualifications are met.

Article VIII: General Meetings, Initiative and Referendum Recall

Section 8.03 - Recall.

e. Petition for Recall. The City Clerk shall thereupon prepare petition blanks for such removal with a copy of said affidavit and general statement printed thereon or attached thereto, which shall contain the signature of said City Clerk, his/her/their Clerk's official seal, shall be dated, addressed to the City Council, and contain the name or names of the person or persons whose removal is sought. The City Clerk shall file said petition blanks and shall, during office hours for 20 business days thereafter, keep the same open for signatures by qualified voters of the City and no such petition blanks shall be signed or presented for signature at any place other than the City Clerk's office.

f. Certification by Clerk. At the expiration of said 20 days, the City Clerk shall declare the petition closed and shall within 10 days thereafter ascertain whether or not the petition has been signed by the requisite number of voters and shall attach thereto his/her/their Clerk's certificate showing the result of such examination.

calling of Election. If the petition shall be certified by the City Clerk to be sufficient, he/she shall submit the same with his/her/their Clerk's certificate to the City Council at its next regular meeting and shall notify the member or members whose removal is sought of such action. The City Council shall thereupon, within 10 days of the receipt of the City Clerk's certificate, order an election to be held not less than 40 nor more than 60 days thereafter, provided that, if a regular municipal election is to occur within 90 days after the receipt of said certificate, the City Council may in its discretion provide for the holding of the recall election on the date of such other municipal election. The recall election shall be called and held and nomination made as in other elections under the Charter, except for the specific limitations of this section.

Article IX: General Provisions

Section 9.01 - Personal Financial Interest.

Any City officer or employee who has a substantial financial interest in any contract with the City or in the sale of land, material, supplies or services to the City or to a contractor supplying the City shall make known that interest and shall refrain from voting upon or otherwise participating in his/her/that officer's or employee's capacity as a City officer or employee in the making of such sale or in the making or performance of such contract. In the absence of actual fraud, no City official, officer or employee shall be deemed to have a substantial direct or indirect financial interest merely because he/she is in a position or status as official, officer, employee or stockholder of a private corporation to which the question relates or with which the City contracts, unless the City official, officer or employee is directly or indirectly the owner of at least ten percent (10%) of the stock of the private corporation. Any City officer or employee who willfully conceals such a substantial financial interest or willfully violates the requirements of this Section shall be guilty of malfeasance in office or position and shall forfeit his/her/that person's office or position. Willful violation of this Section by the person or corporation contracting with or making a sale to the City, shall render the contract or sale voidable.
I. CHARTER AMENDMENT #6 – REGULAR BUDGET MEETINGS BETWEEN CITY COUNCIL AND SCHOOL BOARD – (FIRST READING)

The City Council endeavors to make a few amendments to the Charter. As described in MRSA, Title 30A, Chapter 111, Section 2104, the process for making amendments to the Charter requires a Public Hearing before a vote by Council. Additionally, if approved by the Council, the item would be voted in referendum by the public in November.

This particular change is meant to increase the frequency in which the School Board and the City Council meet to discuss the upcoming fiscal year budget.

Councilor Minthorn moved, Councilor Smart seconded “Be it ordered that the City Council approve the first reading of the Charter Amendments included in the document titled, ‘Saco City Charter Amendment #6: Regular Budget Meetings Between City Council and School Board, dated August 20, 2018’ and further move to schedule a public hearing for September 4, 2018 before a vote to add to the November referendum. The motion passed with seven (7) yeas.
VIII. ADMINISTRATIVE UPDATE

City Administrator Kevin Sutherland provided the following updates:

➢ Arborist Bucket Truck has broken down. The replacement cost is $6,000 and we will be replacing it. This is about 1/3 of the Parks & Rec. maintenance budget for vehicles. I will ask them to try to hold the line but if later in year we need to make a budget amendment to address that we will.

Mayor Lovell called for a 5 minutes recess at 8:20 p.m.
Mayor Lovell reconvened the meeting at 8:25 p.m.

➢ Contract Zone documentation that we reviewed last week with the presentation of the interns, it was identified that there were a few missing items. That was because anything that was done prior to 1994 was not included
in that document. So, we are pulling old boxes of information and scanning those documents in. The interns will be retained to do this scanning which will include 1985 – 1994 years in which we may have some contract zones. So, the information that was presented was true from 1994 forward. We will have an updated report for you in a few months.

➢ Unit 91 – Last Tuesday Unit 91 was sold to Bernie Saulnier. So, this is no longer a city property. We do have some expenses that incurred from July & pro-rated for August. I will come back to council with a final figure. I’m thinking roughly $20,000 total for our costs and this will be part of FY19 contingency account. I hope not to have additional contingency needs but if necessary I will come back to the council.

➢ Vacation – I will be taking vacation time next week to move my parents to Florida.

➢ Police Union Contracts – The police units have come to terms for what they want for contracts. These will be brought to Executive Session Sept. 4th.

IX. COUNCIL DISCUSSION AND COMMENT

➢ Councilor Copeland – You are saying there are additional expenses that are going into FY19. Have we been made whole with Unit 91 considering our future expenses on this as well? City Administrator Kevin Sutherland replied that that it was sold for $400,000 and that covers all of the expenses for the last 2 ½ years for the life safety, continue to pay the condo fees, and electrical etc. That $20,000 probably puts us a break even or a little over for FY19. However, I think that given the easements issues that were in existence when we required the property and those have been cleaned up and the relationship that has been established between ITOWA and the buyer, that whole area will increase in value which will greatly offset any expenses that we have incurred over the last 2 years in the long run. Councilor Minthorn inquired how many different easement issues there were that got cleared up. Mr. Sutherland replied about 7. Councilor Archer noted that this is also a tax generating property now.

➢ Councilor Gay – A couple constituents want to know the name of the blasting company doing the work on the corner of the Flag Pond Road and Jenkins Road. The blasting is on the Flag Pond Road side.

➢ Councilor Johnston – Unit 91 – How quickly will be able to use those proceeds to buy that Portland Road property. Mr. Sutherland stated that the purchase and sale agreement had 2 contingencies in it: 1) The sale of Unit 91; 2) Easement across the property that is owned by T & T Leasing. I met with the owner last Friday and he met with his attorney today, but I have not heard back yet. We had already drafted the agreements about those easements. So, I would assume by the end of the week we will be able to set up a closing for the purchase of the Clair parcels.

➢ Councilor Copeland – I met with the Kinney Shores Association. What a wonderful community. The people were very kind and they have allot of issues down there. I just want to say how proud I am of our community and how we communicate and how we care about one another and our community as a whole. If there should be a sign hung somewhere in Saco that says “Saco, the way life should be”, I would be for it.

X. ADJOURNMENT

Councilor Johnston moved, Councilor Doyle seconded to adjourn the meeting at 8:33 p.m. The motion passed with seven (7) yeas.

Attest: __________________________
Michele L. Hughes, City Clerk