

**Tuesday, February 18, 2025**  
6:00 pm

**Agenda**  
**Finance Committee Meeting**  
**City of Old Town**  
**City Council Chambers, 2<sup>nd</sup> Floor**  
**265 Main Street**

**Call to Order** - I call the February 18, 2025, Financial Services Committee Meeting to order.

1. Scott Wilcox, (Director YMCA) will give an update to the Committee on the Y.
2. Danielle Berube, (Finance Director) will update the Committee on the current Financials.
3. Discussion on the request of the City of Old Town's assessing department for the allocation of an additional \$11,562.50 to cover the costs of additional appraisal services needed for the appraisal of the mill. These additional funds are necessary to obtain replacement cost information for the personal property at ND OTM (the mill) and to gather market data on the pulp industry. This information is needed for accurate valuation and informed decision-making.
4. Discussion on the Storm Water Project bids and the transfer of \$50,000 from the fund balance to cover project.

**(Councilor McLeod, Chair)**

Adjournment: Do I have a motion to adjourn?

The Finance Committee is composed of Councilors, Linda McLeod (Chair), Carol May, David Wight, and Council President Pushor (ex-officio)

### All Departments Revenue Summary

Department(s): 01 - 60

January to January

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
<b>01 - General Government</b>	<b>23,855,363.39</b>	<b>454,794.79</b>	<b>20,158,000.92</b>	<b>3,697,362.47</b>	<b>84.50</b>
<b>010 - Property Taxes for General Pur</b>	<b>11,897,316.00</b>	<b>0.00</b>	<b>11,491,791.88</b>	<b>405,524.12</b>	<b>96.59</b>
4001 - Net Tax Assessment	11,897,316.00	0.00	11,505,076.98	392,239.02	96.70
4002 - Tax Abatements	0.00	0.00	-6,641.04	6,641.04	----
4003 - Tax Supplements	0.00	0.00	607.11	-607.11	----
4004 - Council Approved Write off	0.00	0.00	-7,251.17	7,251.17	----
<b>015 - Public Service Taxes</b>	<b>1,636,500.00</b>	<b>70,387.14</b>	<b>1,038,889.30</b>	<b>597,610.70</b>	<b>63.48</b>
4050 - Motor Vehicle Excise Tax	1,600,000.00	100,352.34	1,037,497.80	562,502.20	64.84
4070 - Housing Authority PILOT	25,000.00	-30,000.00	130.00	24,870.00	0.52
4080 - Boat Excise Tax	6,000.00	34.80	1,261.50	4,738.50	21.03
4090 - Vets Excise Tax Loss	5,500.00	0.00	0.00	5,500.00	0.00
<b>020 - Charge for Services</b>	<b>1,769,756.00</b>	<b>161,617.57</b>	<b>960,319.05</b>	<b>809,436.95</b>	<b>54.26</b>
4550 - JRL Tipping Fees	1,700,000.00	160,271.57	884,272.80	815,727.20	52.02
4555 - JRL Impact Fee	65,000.00	0.00	65,000.00	0.00	100.00
4565 - Electrical Inspection	4,756.00	1,346.00	11,046.25	-6,290.25	232.26
<b>025 - License, Permits and Fees</b>	<b>134,992.00</b>	<b>-17,786.10</b>	<b>58,091.46</b>	<b>76,900.54</b>	<b>43.03</b>
4200 - Vehicle Registration Fee	32,000.00	3,293.00	21,154.00	10,846.00	66.11
4205 - Permits	150.00	0.00	30.00	120.00	20.00
4210 - City Clerk Monthly Fees	16,000.00	1,817.40	10,769.50	5,230.50	67.31
4215 - ATV, Boat, Hunt & Fish Fees	1,500.00	386.00	1,669.00	-169.00	111.27
4225 - Cable TV Franchise Fee	70,000.00	-25,000.00	5,436.96	64,563.04	7.77
4235 - Plumbing Permit Fees	3,000.00	817.50	2,960.00	40.00	98.67
4240 - Building Permit Fees	12,342.00	900.00	16,072.00	-3,730.00	130.22
<b>030 - Investment Income</b>	<b>300,000.00</b>	<b>119,671.22</b>	<b>294,289.59</b>	<b>5,710.41</b>	<b>98.10</b>
4600 - Interest on Taxes	28,000.00	7,283.98	16,712.31	11,287.69	59.69
4610 - Investment Income	272,000.00	112,387.24	277,577.28	-5,577.28	102.05
<b>035 - Miscellaneous Revenue</b>	<b>199,984.00</b>	<b>7,077.06</b>	<b>1,211,567.03</b>	<b>-1,011,583.03</b>	<b>605.83</b>
4735 - Lien Fees	9,000.00	474.56	3,778.10	5,221.90	41.98
4775 - Miscellaneous Revenue	10,000.00	-37.50	180,417.37	-170,417.37	999.99
4780 - Treasurer Revenue	58,000.00	0.00	9,588.00	48,412.00	16.53
4781 - YMCA Phone Reimbursement	840.00	70.00	490.00	350.00	58.33
4782 - Rec. Center Fees	840.00	6,570.00	45,990.00	-45,150.00	999.99
4790 - Other Financing	0.00	0.00	850,000.00	-850,000.00	----
4794 - CBP Building Lease	121,304.00	0.00	121,303.56	0.44	100.00
<b>040 - Sale of Cap Assets</b>	<b>25,000.00</b>	<b>0.00</b>	<b>1,867.50</b>	<b>23,132.50</b>	<b>7.47</b>
4950 - Sale Of Tax Property	25,000.00	0.00	0.00	25,000.00	0.00
4955 - Sale Of City Owned Property	0.00	0.00	1,867.50	-1,867.50	----
<b>045 - Capital Reserve Transfers In</b>	<b>2,405,772.39</b>	<b>0.00</b>	<b>0.00</b>	<b>2,405,772.39</b>	<b>0.00</b>
4770 - TIF Project Financing	910,848.00	0.00	0.00	910,848.00	0.00
4849 - Carryforward Reserve	1,377,574.39	0.00	0.00	1,377,574.39	0.00
4851 - Fund Balance Transfer	107,000.00	0.00	0.00	107,000.00	0.00
4855 - Economic Development Transfer	10,350.00	0.00	0.00	10,350.00	0.00
<b>060 - Intergovernmental and Grants</b>	<b>5,486,043.00</b>	<b>113,827.90</b>	<b>5,101,185.11</b>	<b>384,857.89</b>	<b>92.98</b>
4305 - JRL PILOT	359,000.00	0.00	359,062.82	-62.82	100.02
4310 - Homestead	475,000.00	0.00	341,008.00	133,992.00	71.79
4315 - B.E.T.E	3,400,000.00	0.00	3,536,404.00	-136,404.00	104.01
4320 - State Municipal Rev Sharin	1,216,123.00	113,827.90	825,665.90	390,457.10	67.89
4325 - Snowmobile State Reimburse	1,500.00	0.00	0.00	1,500.00	0.00
4335 - Tree Growth	20,000.00	0.00	24,994.69	-4,994.69	124.97
4345 - General Assistance Reimburse.	14,420.00	0.00	14,049.70	370.30	97.43
<b>02 - Public Safety</b>	<b>1,256,297.00</b>	<b>142,851.72</b>	<b>1,217,606.60</b>	<b>38,690.40</b>	<b>96.92</b>

### All Departments Revenue Summary

Department(s): 01 - 60

January to January

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
<b>02 - Public Safety CONT'D</b>					
<b>020 - Charge for Services</b>	<b>1,186,747.00</b>	<b>142,266.22</b>	<b>1,150,417.00</b>	<b>36,330.00</b>	<b>96.94</b>
4520 - Emergency Vehicle Services	618,000.00	87,297.67	456,891.19	161,108.81	73.93
4525 - Fire Services	73,200.00	0.00	71,908.58	1,291.42	98.24
4530 - Police Service	3,000.00	54,968.55	128,070.25	-125,070.25	999.99
4535 - Ambulance Agreements	492,547.00	0.00	493,546.98	-999.98	100.20
<b>025 - License, Permits and Fees</b>	<b>3,300.00</b>	<b>160.00</b>	<b>1,140.00</b>	<b>2,160.00</b>	<b>34.55</b>
4230 - Gun Permits	300.00	160.00	615.00	-315.00	205.00
4250 - Leased Parking	3,000.00	0.00	525.00	2,475.00	17.50
<b>035 - Miscellaneous Revenue</b>	<b>1,750.00</b>	<b>425.50</b>	<b>1,549.60</b>	<b>200.40</b>	<b>88.55</b>
4100 - Traffic Fines	1,500.00	425.50	1,248.50	251.50	83.23
4120 - Court Fees	250.00	0.00	50.00	200.00	20.00
4130 - Court Restitution	0.00	0.00	251.10	-251.10	----
<b>060 - Intergovernmental and Grants</b>	<b>64,500.00</b>	<b>0.00</b>	<b>64,500.00</b>	<b>0.00</b>	<b>100.00</b>
4410 - DOJ School Officer	64,500.00	0.00	64,500.00	0.00	100.00
<b>03 - Public Works</b>	<b>42,000.00</b>	<b>1,163.59</b>	<b>11,893.74</b>	<b>30,106.26</b>	<b>28.32</b>
<b>025 - License, Permits and Fees</b>	<b>5,000.00</b>	<b>130.00</b>	<b>780.00</b>	<b>4,220.00</b>	<b>15.60</b>
4206 - Street Open Permits	5,000.00	130.00	780.00	4,220.00	15.60
<b>035 - Miscellaneous Revenue</b>	<b>37,000.00</b>	<b>1,033.59</b>	<b>11,113.74</b>	<b>25,886.26</b>	<b>30.04</b>
4745 - Public Works Miscellaneous	5,000.00	1,033.59	187.74	4,812.26	3.75
4750 - Cemetery Income	17,000.00	0.00	10,926.00	6,074.00	64.27
4755 - Cemetery Fund	15,000.00	0.00	0.00	15,000.00	0.00
<b>04 - Sanitation</b>	<b>144,500.00</b>	<b>2,228.87</b>	<b>269,694.94</b>	<b>125,194.94</b>	<b>186.64</b>
<b>020 - Charge for Services</b>	<b>132,000.00</b>	<b>1,610.12</b>	<b>261,538.69</b>	<b>-129,538.69</b>	<b>198.14</b>
4540 - Tipping Fees	22,000.00	1,505.12	9,451.31	12,548.69	42.96
4545 - PAYT Bag Sales	110,000.00	105.00	252,087.38	-142,087.38	229.17
<b>025 - License, Permits and Fees</b>	<b>12,500.00</b>	<b>618.75</b>	<b>8,156.25</b>	<b>4,343.75</b>	<b>65.25</b>
4245 - Dump Permits	12,500.00	618.75	8,156.25	4,343.75	65.25
<b>05 - Culture and Recreation</b>	<b>9,100.00</b>	<b>2,551.69</b>	<b>11,578.07</b>	<b>-2,478.07</b>	<b>127.23</b>
<b>020 - Charge for Services</b>	<b>6,500.00</b>	<b>360.00</b>	<b>5,970.57</b>	<b>529.43</b>	<b>91.85</b>
4515 - Non-Res Library User Fees	2,000.00	360.00	3,010.57	-1,010.57	150.53
4560 - Milford Library Fees	4,500.00	0.00	2,960.00	1,540.00	65.78
<b>035 - Miscellaneous Revenue</b>	<b>2,600.00</b>	<b>2,191.69</b>	<b>5,607.50</b>	<b>-3,007.50</b>	<b>215.67</b>
4110 - Library Fines & Fees	1,600.00	160.70	1,065.99	534.01	66.62
4740 - Library Copier Sales	1,000.00	137.74	885.22	114.78	88.52
4744 - Concerts in the Park	0.00	1,250.00	1,250.00	-1,250.00	----
4746 - Electric Car Charging Revenue	0.00	643.25	2,406.29	-2,406.29	----
<b>06 - Airport</b>	<b>271,377.00</b>	<b>29,467.37</b>	<b>133,939.64</b>	<b>137,437.36</b>	<b>49.36</b>
<b>015 - Public Service Taxes</b>	<b>3,900.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,900.00</b>	<b>0.00</b>
4060 - Airplane Excise Tax	3,900.00	0.00	0.00	3,900.00	0.00
<b>020 - Charge for Services</b>	<b>208,977.00</b>	<b>29,467.37</b>	<b>133,939.64</b>	<b>75,037.36</b>	<b>64.09</b>
4500 - Airport Sales	47,380.00	-88,471.27	14,201.00	33,179.00	29.97
4510 - Hangar Rentals	135,500.00	91,320.00	93,095.00	42,405.00	68.70
4515 - Land Lease	26,097.00	26,618.64	26,643.64	-546.64	102.09
<b>045 - Capital Reserve Transfers In</b>	<b>58,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>58,500.00</b>	<b>0.00</b>
4850 - Airport Hanger Reserve Transfe	58,500.00	0.00	0.00	58,500.00	0.00

### All Departments Revenue Summary

Department(s): 01 - 60

January to January

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
<b>09 - Reserve Funds CONT'D</b>					
<b>09 - Reserve Funds</b>	<b>15,000.00</b>	<b>31,161.45</b>	<b>332,446.98</b>	<b>-317,446.98</b>	<b>999.99</b>
<b>030 - Investment Income</b>	<b>15,000.00</b>	<b>95.05</b>	<b>133.07</b>	<b>14,866.93</b>	<b>0.89</b>
4611 - Economic Development	15,000.00	71.25	99.75	14,900.25	0.67
4612 - Skateboard Park	0.00	23.80	33.32	-33.32	----
<b>035 - Miscellaneous Revenue</b>	<b>0.00</b>	<b>31,066.40</b>	<b>214,161.91</b>	<b>-214,161.91</b>	<b>----</b>
4774 - Rental Income	0.00	30,119.88	192,219.28	-192,219.28	----
4776 - Cell Tower Rental	0.00	946.52	6,588.52	-6,588.52	----
4777 - Riverfest	0.00	0.00	14,114.77	-14,114.77	----
4779 - Forfeitures	0.00	0.00	1,150.00	-1,150.00	----
4783 - Smoke Detectors	0.00	0.00	25.00	-25.00	----
4784 - Evidence Room	0.00	0.00	64.34	-64.34	----
<b>060 - Intergovernmental and Grants</b>	<b>0.00</b>	<b>0.00</b>	<b>118,152.00</b>	<b>-118,152.00</b>	<b>----</b>
4300 - Highway Block Grant	0.00	0.00	118,152.00	-118,152.00	----
<b>50 - Library Trust</b>	<b>0.00</b>	<b>615.37</b>	<b>6,017.27</b>	<b>-6,017.27</b>	<b>----</b>
<b>035 - Miscellaneous Revenue</b>	<b>0.00</b>	<b>615.37</b>	<b>6,017.27</b>	<b>-6,017.27</b>	<b>----</b>
4741 - Library Grants	0.00	486.38	5,291.75	-5,291.75	----
4742 - Memorial Books	0.00	128.99	725.52	-725.52	----
<b>Final Totals</b>	<b>25,593,637.39</b>	<b>664,834.85</b>	<b>22,141,178.16</b>	<b>3,452,459.23</b>	<b>86.51</b>

### All Departments Expense Summary

Department(s): 01 - 60  
January to January

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>01 - General Government</b>	<b>6,856,760.62</b>	<b>489,197.77</b>	<b>3,953,422.05</b>	<b>2,903,338.57</b>	<b>57.66</b>
<b>100 - Central Services Operations</b>	<b>2,322,432.86</b>	<b>226,110.44</b>	<b>1,937,444.16</b>	<b>384,988.70</b>	<b>83.42</b>
10 - Wages	341,472.00	28,640.08	207,266.67	134,205.33	60.70
15 - Taxes and Benefits	368,242.57	156,842.32	253,839.03	114,403.54	68.93
20 - Travel and Training	8,240.00	0.00	2,400.06	5,839.94	29.13
25 - Professional Fees and Services	71,850.00	2,267.16	33,843.02	38,006.98	47.10
30 - Supplies	40,925.29	767.33	8,699.19	32,226.10	21.26
35 - Insurances	122,926.00	0.00	129,337.00	-6,411.00	105.22
45 - Utilities	7,416.00	550.92	4,648.48	2,767.52	62.68
50 - Advertising and Outreach	23,560.00	6,309.77	28,034.60	-4,474.60	118.99
55 - Dues and Subscriptions	1,545.00	0.00	155.00	1,390.00	10.03
70 - Debt and Interest	1,336,256.00	30,732.86	1,269,221.11	67,034.89	94.98
<b>110 - City Clerk</b>	<b>167,152.00</b>	<b>13,289.97</b>	<b>82,150.30</b>	<b>85,001.70</b>	<b>49.15</b>
10 - Wages	94,317.00	8,315.42	53,340.10	40,976.90	56.55
15 - Taxes and Benefits	42,563.00	2,861.55	20,455.02	22,107.98	48.06
20 - Travel and Training	3,100.00	0.00	175.04	2,924.96	5.65
25 - Professional Fees and Services	12,066.00	1,928.85	6,105.63	5,960.37	50.60
30 - Supplies	1,700.00	18.25	730.44	969.56	42.97
45 - Utilities	2,369.00	165.90	1,097.07	1,271.93	46.31
50 - Advertising and Outreach	10,537.00	0.00	247.00	10,290.00	2.34
55 - Dues and Subscriptions	500.00	0.00	0.00	500.00	0.00
<b>115 - Elections &amp; Registrations</b>	<b>21,972.00</b>	<b>45.54</b>	<b>14,141.14</b>	<b>7,830.86</b>	<b>64.36</b>
10 - Wages	9,498.00	0.00	4,751.24	4,746.76	50.02
15 - Taxes and Benefits	726.00	0.00	252.77	473.23	34.82
25 - Professional Fees and Services	7,030.00	45.54	8,193.00	-1,163.00	116.54
30 - Supplies	618.00	0.00	449.13	168.87	72.67
40 - Repairs and Maintenance	2,500.00	0.00	0.00	2,500.00	0.00
50 - Advertising and Outreach	1,600.00	0.00	495.00	1,105.00	30.94
<b>120 - City Manger</b>	<b>3,380,720.16</b>	<b>170,275.19</b>	<b>1,468,855.89</b>	<b>1,911,864.27</b>	<b>43.45</b>
10 - Wages	306,296.00	25,494.54	169,127.30	137,168.70	55.22
15 - Taxes and Benefits	117,012.00	8,245.87	59,042.59	57,969.41	50.46
20 - Travel and Training	8,297.00	2,749.84	4,481.08	3,815.92	54.01
25 - Professional Fees and Services	475,958.93	33,512.18	207,609.65	268,349.28	43.62
30 - Supplies	30,394.13	3,439.61	13,179.38	17,214.75	43.36
45 - Utilities	4,429.00	191.77	2,752.19	1,676.81	62.14
50 - Advertising and Outreach	6,952.00	0.00	480.00	6,472.00	6.90
55 - Dues and Subscriptions	12,575.00	847.00	1,810.83	10,764.17	14.40
60 - Lease and Capital Equipment	1,571,521.10	87,586.38	766,100.43	805,420.67	48.75
65 - Intergovernmental and Grants	847,285.00	8,208.00	244,272.44	603,012.56	28.83
<b>125 - Economic Development</b>	<b>314,172.60</b>	<b>36,628.76</b>	<b>162,633.05</b>	<b>151,539.55</b>	<b>51.77</b>
10 - Wages	120,704.00	10,469.97	63,436.07	57,267.93	52.56
15 - Taxes and Benefits	22,855.00	1,508.75	9,908.75	12,946.25	43.35
20 - Travel and Training	5,751.00	107.90	3,419.50	2,331.50	59.46
25 - Professional Fees and Services	107,933.60	23,442.83	60,417.60	47,516.00	55.98
30 - Supplies	8,345.00	234.40	8,396.79	-51.79	100.62
40 - Repairs and Maintenance	2,000.00	0.00	1,541.01	458.99	77.05
45 - Utilities	2,160.00	165.91	1,127.04	1,032.96	52.18
50 - Advertising and Outreach	34,050.00	514.00	10,868.30	23,181.70	31.92
55 - Dues and Subscriptions	3,374.00	185.00	2,832.99	541.01	83.97
60 - Lease and Capital Equipment	7,000.00	0.00	685.00	6,315.00	9.79
<b>130 - Code Enforcement</b>	<b>146,707.00</b>	<b>9,287.81</b>	<b>68,450.19</b>	<b>78,256.81</b>	<b>46.66</b>
10 - Wages	92,948.00	6,488.00	47,038.00	45,910.00	50.61
15 - Taxes and Benefits	28,534.00	1,933.05	14,118.97	14,415.03	49.48
20 - Travel and Training	8,600.00	696.02	3,997.78	4,602.22	46.49

### All Departments Expense Summary

Department(s): 01 - 60  
January to January

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>01 - General Government CONT'D</b>					
25 - Professional Fees and Services	13,956.00	4.83	1,826.41	12,129.59	13.09
30 - Supplies	100.00	0.00	23.99	76.01	23.99
45 - Utilities	2,369.00	165.91	1,127.04	1,241.96	47.57
50 - Advertising and Outreach	0.00	0.00	168.00	-168.00	---
55 - Dues and Subscriptions	200.00	0.00	150.00	50.00	75.00
<b>140 - Assessor</b>	<b>176,698.00</b>	<b>9,315.54</b>	<b>76,414.14</b>	<b>100,283.86</b>	<b>43.25</b>
10 - Wages	88,858.00	5,516.80	39,884.30	48,973.70	44.89
15 - Taxes and Benefits	38,526.00	2,448.24	17,978.51	20,547.49	46.67
20 - Travel and Training	6,075.00	0.00	557.20	5,517.80	9.17
25 - Professional Fees and Services	37,095.00	816.30	16,157.63	20,937.37	43.56
30 - Supplies	2,060.00	18.25	494.23	1,565.77	23.99
45 - Utilities	2,884.00	135.95	947.27	1,936.73	32.85
50 - Advertising and Outreach	500.00	0.00	0.00	500.00	0.00
55 - Dues and Subscriptions	700.00	380.00	395.00	305.00	56.43
<b>330 - Municipal Buildings Operations</b>	<b>265,406.00</b>	<b>24,034.56</b>	<b>130,532.44</b>	<b>134,873.56</b>	<b>49.18</b>
25 - Professional Fees and Services	87,550.00	5,403.83	51,171.31	36,378.69	58.45
30 - Supplies	10,092.00	1,440.40	7,677.01	2,414.99	76.07
40 - Repairs and Maintenance	108,150.00	10,637.82	41,351.09	66,798.91	38.23
45 - Utilities	59,614.00	6,552.51	30,333.03	29,280.97	50.88
<b>332 - Leased Municipal Buildings</b>	<b>61,500.00</b>	<b>209.96</b>	<b>12,800.74</b>	<b>48,699.26</b>	<b>20.81</b>
25 - Professional Fees and Services	25,000.00	0.00	0.00	25,000.00	0.00
40 - Repairs and Maintenance	5,000.00	0.00	0.00	5,000.00	0.00
45 - Utilities	21,500.00	209.96	850.74	20,649.26	3.96
60 - Lease and Capital Equipment	10,000.00	0.00	11,950.00	-1,950.00	119.50
<b>02 - Public Safety</b>	<b>7,128,094.00</b>	<b>592,548.54</b>	<b>3,692,625.93</b>	<b>3,435,468.07</b>	<b>51.80</b>
<b>200 - Police Operations</b>	<b>2,931,342.00</b>	<b>233,279.54</b>	<b>1,584,624.37</b>	<b>1,346,717.63</b>	<b>54.06</b>
10 - Wages	1,926,729.00	163,687.51	1,056,039.55	870,689.45	54.81
15 - Taxes and Benefits	702,902.00	46,488.44	333,018.95	369,883.05	47.38
20 - Travel and Training	31,760.00	5,702.40	20,654.27	11,105.73	65.03
25 - Professional Fees and Services	62,032.00	4,816.73	29,323.62	32,708.38	47.27
30 - Supplies	51,380.00	2,270.84	21,597.81	29,782.19	42.04
40 - Repairs and Maintenance	65,600.00	5,228.75	67,905.56	-2,305.56	103.51
45 - Utilities	37,143.00	3,819.87	21,100.98	16,042.02	56.81
50 - Advertising and Outreach	3,620.00	190.00	851.90	2,768.10	23.53
55 - Dues and Subscriptions	3,120.00	1,075.00	2,475.00	645.00	79.33
60 - Lease and Capital Equipment	47,056.00	0.00	31,656.73	15,399.27	67.27
<b>210 - Fire Operations</b>	<b>2,246,463.00</b>	<b>220,098.16</b>	<b>1,101,469.20</b>	<b>1,144,993.80</b>	<b>49.03</b>
10 - Wages	1,220,427.00	80,364.76	604,870.50	615,556.50	49.56
15 - Taxes and Benefits	391,538.00	25,251.28	187,183.92	204,354.08	47.81
20 - Travel and Training	20,382.00	2,641.65	8,358.18	12,023.82	41.01
25 - Professional Fees and Services	19,870.00	3,037.46	9,353.66	10,516.34	47.07
30 - Supplies	55,765.00	1,252.79	37,353.92	18,411.08	66.98
40 - Repairs and Maintenance	81,423.00	9,596.06	45,716.32	35,706.68	56.15
45 - Utilities	32,547.00	3,646.45	16,429.81	16,117.19	50.48
50 - Advertising and Outreach	3,448.00	176.92	3,166.62	281.38	91.84
55 - Dues and Subscriptions	4,693.00	1,290.19	3,355.07	1,337.93	71.49
60 - Lease and Capital Equipment	416,370.00	92,840.60	185,681.20	230,688.80	44.60
<b>220 - Ambulance Operations</b>	<b>1,832,615.00</b>	<b>126,740.74</b>	<b>926,865.58</b>	<b>905,749.42</b>	<b>50.58</b>
10 - Wages	1,220,426.00	83,551.30	625,046.44	595,379.56	51.22
15 - Taxes and Benefits	391,537.00	24,617.72	181,306.69	210,230.31	46.31
20 - Travel and Training	27,754.00	1,349.31	9,582.66	18,171.34	34.53
25 - Professional Fees and Services	24,120.00	457.57	10,059.40	14,060.60	41.71
30 - Supplies	76,681.00	10,047.73	56,534.79	20,146.21	73.73

# All Departments Expense Summary

Department(s): 01 - 60

January to January

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>02 - Public Safety CONT'D</b>					
40 - Repairs and Maintenance	41,293.00	3,277.17	27,641.11	13,651.89	66.94
45 - Utilities	31,456.00	3,391.40	16,062.93	15,393.07	51.06
55 - Dues and Subscriptions	1,500.00	0.00	380.00	1,120.00	25.33
60 - Lease and Capital Equipment	17,848.00	48.54	251.56	17,596.44	1.41
<b>300 - Public Works Operations</b>	<b>117,674.00</b>	<b>12,430.10</b>	<b>79,666.78</b>	<b>38,007.22</b>	<b>67.70</b>
40 - Repairs and Maintenance	20,900.00	2,722.50	19,759.40	1,140.60	94.54
60 - Lease and Capital Equipment	96,774.00	9,707.60	59,907.38	36,866.62	61.90
<b>03 - Public Works</b>	<b>2,254,946.77</b>	<b>167,128.59</b>	<b>901,968.48</b>	<b>1,352,978.29</b>	<b>40.00</b>
<b>300 - Public Works Operations</b>	<b>2,254,946.77</b>	<b>167,128.59</b>	<b>901,968.48</b>	<b>1,352,978.29</b>	<b>40.00</b>
10 - Wages	932,661.00	72,171.70	483,333.67	449,327.33	51.82
15 - Taxes and Benefits	424,871.00	25,664.73	189,597.15	235,273.85	44.62
20 - Travel and Training	3,050.00	0.00	5,712.12	-2,662.12	187.28
25 - Professional Fees and Services	82,288.00	19,110.26	43,313.20	38,974.80	52.64
30 - Supplies	263,904.00	28,428.96	77,547.41	186,356.59	29.38
40 - Repairs and Maintenance	512,992.77	19,063.90	84,125.45	428,867.32	16.40
45 - Utilities	33,241.00	2,689.04	17,480.86	15,760.14	52.59
60 - Lease and Capital Equipment	1,939.00	0.00	858.62	1,080.38	44.28
<b>04 - Sanitation</b>	<b>589,350.00</b>	<b>60,666.81</b>	<b>382,568.56</b>	<b>206,781.44</b>	<b>64.91</b>
<b>120 - City Manager</b>	<b>589,350.00</b>	<b>60,666.81</b>	<b>382,568.56</b>	<b>206,781.44</b>	<b>64.91</b>
25 - Professional Fees and Services	589,350.00	60,666.81	382,568.56	206,781.44	64.91
<b>05 - Culture and Recreation</b>	<b>917,397.00</b>	<b>59,814.59</b>	<b>474,279.44</b>	<b>443,117.56</b>	<b>51.70</b>
<b>310 - Park Maintenance Operations</b>	<b>415,540.00</b>	<b>18,213.94</b>	<b>202,406.13</b>	<b>213,133.87</b>	<b>48.71</b>
10 - Wages	70,288.00	0.00	24,775.50	45,512.50	35.25
15 - Taxes and Benefits	5,375.00	0.00	1,895.26	3,479.74	35.26
25 - Professional Fees and Services	182,909.00	500.00	59,552.22	123,356.78	32.56
30 - Supplies	118,551.00	17,014.02	97,379.53	21,171.47	82.14
40 - Repairs and Maintenance	8,034.00	0.00	1,257.75	6,776.25	15.66
45 - Utilities	10,233.00	699.92	6,642.87	3,590.13	64.92
60 - Lease and Capital Equipment	20,150.00	0.00	10,903.00	9,247.00	54.11
<b>400 - Library Operations</b>	<b>501,857.00</b>	<b>41,600.65</b>	<b>271,873.31</b>	<b>229,983.69</b>	<b>54.17</b>
10 - Wages	330,891.00	28,423.40	178,059.03	152,831.97	53.81
15 - Taxes and Benefits	58,377.00	5,152.54	30,095.09	28,281.91	51.55
20 - Travel and Training	4,694.00	0.00	2,066.80	2,627.20	44.03
25 - Professional Fees and Services	14,309.00	472.00	12,241.73	2,067.27	85.55
30 - Supplies	52,625.00	3,195.75	27,547.73	25,077.27	52.35
40 - Repairs and Maintenance	1,419.00	0.00	1,245.85	173.15	87.80
45 - Utilities	38,989.00	4,236.96	20,250.08	18,738.92	51.94
55 - Dues and Subscriptions	553.00	120.00	367.00	186.00	66.37
<b>06 - Airport</b>	<b>491,298.00</b>	<b>40,560.46</b>	<b>242,544.28</b>	<b>248,753.72</b>	<b>49.37</b>
<b>150 - Airport Operations</b>	<b>491,298.00</b>	<b>40,560.46</b>	<b>242,544.28</b>	<b>248,753.72</b>	<b>49.37</b>
10 - Wages	152,546.00	12,693.49	85,592.45	66,953.55	56.11
15 - Taxes and Benefits	38,280.00	2,465.65	18,105.14	20,174.86	47.30
20 - Travel and Training	2,000.00	0.00	89.32	1,910.68	4.47
25 - Professional Fees and Services	104,606.00	12,918.45	45,857.09	58,748.91	43.84
30 - Supplies	8,751.00	333.87	3,757.04	4,993.96	42.93
35 - Insurances	6,000.00	0.00	4,322.00	1,678.00	72.03
40 - Repairs and Maintenance	89,240.00	8,301.19	58,594.06	30,645.94	65.66
45 - Utilities	26,607.00	2,592.81	11,177.28	15,429.72	42.01
50 - Advertising and Outreach	3,708.00	0.00	0.00	3,708.00	0.00
55 - Dues and Subscriptions	1,060.00	1,255.00	1,255.00	-195.00	118.40
60 - Lease and Capital Equipment	58,500.00	0.00	0.00	58,500.00	0.00
65 - Intergovernmental and Grants	0.00	0.00	13,794.90	-13,794.90	----

## All Departments Expense Summary

Department(s): 01 - 60  
January to January

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>07 - Education CONT'D</b>					
07 - Education	6,252,418.00	520,883.71	3,646,185.97	2,606,232.03	58.32
<b>120 - City Manager</b>	<b>6,252,418.00</b>	<b>520,883.71</b>	<b>3,646,185.97</b>	<b>2,606,232.03</b>	<b>58.32</b>
65 - Intergovernmental and Grants	6,252,418.00	520,883.71	3,646,185.97	2,606,232.03	58.32
<b>08 - County Tax</b>					
08 - County Tax	1,103,373.00	0.00	1,103,372.26	0.74	100.00
<b>120 - City Manager</b>	<b>1,103,373.00</b>	<b>0.00</b>	<b>1,103,372.26</b>	<b>0.74</b>	<b>100.00</b>
65 - Intergovernmental and Grants	1,103,373.00	0.00	1,103,372.26	0.74	100.00
<b>09 - Reserve Funds</b>					
09 - Reserve Funds	0.00	2,599.55	108,315.12	-108,315.12	----
<b>517 - Projects Reserve</b>	<b>0.00</b>	<b>0.00</b>	<b>6,984.00</b>	<b>-6,984.00</b>	<b>----</b>
30 - Supplies	0.00	0.00	6,984.00	-6,984.00	----
<b>520 - Airport Hangar Reserve</b>	<b>0.00</b>	<b>0.00</b>	<b>70,374.00</b>	<b>-70,374.00</b>	<b>----</b>
25 - Professional Fees and Services	0.00	0.00	70,374.00	-70,374.00	----
<b>530 - Community Festival</b>	<b>0.00</b>	<b>-57.99</b>	<b>0.00</b>	<b>0.00</b>	<b>----</b>
30 - Supplies	0.00	-57.99	0.00	0.00	----
<b>535 - American Rescue Plan Act-ARPA</b>	<b>0.00</b>	<b>0.00</b>	<b>26,823.15</b>	<b>-26,823.15</b>	<b>----</b>
30 - Supplies	0.00	0.00	26,823.15	-26,823.15	----
<b>540 - Forfeitures - D.A.R.E</b>	<b>0.00</b>	<b>2,657.54</b>	<b>4,133.97</b>	<b>-4,133.97</b>	<b>----</b>
30 - Supplies	0.00	2,657.54	4,133.97	-4,133.97	----
<b>50 - Library Trust</b>					
50 - Library Trust	0.00	401.88	21,771.38	-21,771.38	----
<b>550 - Library Grants</b>	<b>0.00</b>	<b>0.00</b>	<b>375.07</b>	<b>-375.07</b>	<b>----</b>
30 - Supplies	0.00	0.00	375.07	-375.07	----
<b>551 - Memorial Books</b>	<b>0.00</b>	<b>0.00</b>	<b>1,408.12</b>	<b>-1,408.12</b>	<b>----</b>
30 - Supplies	0.00	0.00	1,408.12	-1,408.12	----
<b>553 - O.T. Pub Lib Endowment Fund</b>	<b>0.00</b>	<b>401.88</b>	<b>19,988.19</b>	<b>-19,988.19</b>	<b>----</b>
30 - Supplies	0.00	401.88	19,988.19	-19,988.19	----
<b>Final Totals</b>	<b>25,593,637.39</b>	<b>1,933,801.90</b>	<b>14,527,053.47</b>	<b>11,066,583.92</b>	<b>56.76</b>



## All Departments Revenue Summary

Department(s): 80 - 80

January to January

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
<b>80 - Proprietary Funds</b>	<b>3,125,982.10</b>	<b>-4,991.50</b>	<b>870,134.05</b>	<b>2,255,848.05</b>	<b>27.84</b>
<b>020 - Charge for Services</b>	<b>1,674,324.00</b>	<b>-23,900.63</b>	<b>816,612.15</b>	<b>857,711.85</b>	<b>48.77</b>
4570 - Old Town User Fees	1,526,663.00	-22,596.51	793,926.00	732,737.00	52.00
4571 - Milford User Fees	147,661.00	0.00	38,148.54	109,512.46	25.84
4572 - User Fee Abatements	0.00	-1,304.12	-15,462.39	15,462.39	----
<b>030 - Investment Income</b>	<b>10,000.00</b>	<b>10,535.08</b>	<b>38,053.99</b>	<b>-28,053.99</b>	<b>380.54</b>
4610 - Investment Income	10,000.00	10,535.08	38,053.99	-28,053.99	380.54
<b>035 - Miscellaneous Revenue</b>	<b>15,900.00</b>	<b>8,374.05</b>	<b>13,681.27</b>	<b>2,218.73</b>	<b>86.05</b>
4205 - Permits	100.00	0.00	0.00	100.00	0.00
4601 - Interest on User Fees	6,000.00	8,327.85	10,595.34	-4,595.34	176.59
4735 - Lien Fees	7,000.00	46.20	3,085.93	3,914.07	44.08
4775 - Miscellaneous Revenues	2,800.00	0.00	0.00	2,800.00	0.00
<b>045 - Capital Reserve Transfers In</b>	<b>1,425,758.10</b>	<b>0.00</b>	<b>1,786.64</b>	<b>1,423,971.46</b>	<b>0.13</b>
4460 - Grant USDA	0.00	0.00	1,786.64	-1,786.64	----
4849 - Carryforward Reserve	1,194,373.10	0.00	0.00	1,194,373.10	0.00
4927 - Debt Redemption Reserve	231,385.00	0.00	0.00	231,385.00	0.00
<b>Final Totals</b>	<b>3,125,982.10</b>	<b>-4,991.50</b>	<b>870,134.05</b>	<b>2,255,848.05</b>	<b>27.84</b>

## All Departments Expense Summary

Department(s): 80 - 80

January to January

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
<b>80 - Proprietary Funds</b>	<b>3,125,982.10</b>	<b>147,036.60</b>	<b>1,020,685.38</b>	<b>2,105,296.72</b>	<b>32.65</b>
<b>800 - Administration</b>	<b>2,626,060.10</b>	<b>108,826.79</b>	<b>734,340.29</b>	<b>1,891,719.81</b>	<b>27.96</b>
10 - Wages	490,630.00	40,985.26	262,611.51	228,018.49	53.53
15 - Taxes and Benefits	166,218.00	15,872.12	82,877.74	83,340.26	49.86
20 - Travel and Training	4,240.00	318.00	1,378.00	2,862.00	32.50
25 - Professional Fees and Services	120,580.00	1,332.83	3,820.20	116,759.80	3.17
30 - Supplies	6,700.00	480.65	2,284.87	4,415.13	34.10
35 - Insurances	30,270.00	0.00	32,696.00	-2,426.00	108.01
40 - Repairs and Maintenance	20,808.00	1,052.30	12,619.10	8,188.90	60.65
50 - Advertising and Outreach	6,000.00	686.48	1,491.60	4,508.40	24.86
55 - Dues and Subscriptions	7,865.00	3,239.01	6,095.01	1,769.99	77.50
60 - Lease and Capital Equipment	1,454,089.10	4,432.62	71,014.21	1,383,074.89	4.88
70 - Debt and Interest	318,660.00	40,427.52	257,452.05	61,207.95	80.79
<b>802 - Maintenance</b>	<b>157,270.00</b>	<b>6,692.68</b>	<b>90,095.13</b>	<b>67,174.87</b>	<b>57.29</b>
25 - Professional Fees and Services	35,000.00	0.00	25,557.36	9,442.64	73.02
30 - Supplies	35,090.00	684.47	17,474.08	17,615.92	49.80
40 - Repairs and Maintenance	27,500.00	17.99	21,076.99	6,423.01	76.64
45 - Utilities	49,680.00	5,990.22	25,986.70	23,693.30	52.31
60 - Lease and Capital Equipment	10,000.00	0.00	0.00	10,000.00	0.00
<b>804 - Wastewater Treatment Facility</b>	<b>248,652.00</b>	<b>22,796.95</b>	<b>155,049.49</b>	<b>93,602.51</b>	<b>62.36</b>
25 - Professional Fees and Services	45,000.00	2,178.49	40,192.51	4,807.49	89.32
30 - Supplies	31,500.00	2,350.91	8,657.34	22,842.66	27.48
40 - Repairs and Maintenance	37,500.00	152.20	28,782.01	8,717.99	76.75
45 - Utilities	124,652.00	18,115.35	68,369.36	56,282.64	54.85
60 - Lease and Capital Equipment	10,000.00	0.00	9,048.27	951.73	90.48
<b>806 - Sludge Disposal</b>	<b>94,000.00</b>	<b>8,720.18</b>	<b>41,200.47</b>	<b>52,799.53</b>	<b>43.83</b>
25 - Professional Fees and Services	87,500.00	7,922.54	38,191.38	49,308.62	43.65
40 - Repairs and Maintenance	1,000.00	0.00	0.00	1,000.00	0.00
45 - Utilities	5,500.00	797.64	3,009.09	2,490.91	54.71
<b>Final Totals</b>	<b>3,125,982.10</b>	<b>147,036.60</b>	<b>1,020,685.38</b>	<b>2,105,296.72</b>	<b>32.65</b>

**City of Old Town  
Balance Sheet  
January 31, 2025**

<b>Assets</b>			<b>Liabilities</b>
<b>Operating Cash</b>			<b>AP and Accr Exp</b>
1000-00 Cash	4,157,431		2000-00 Accounts Payable
1003-00 Petty Cash	2,370		2003-00 Accrued AP
		4,159,801	2003-00 Accrued Payroll
<b>Investments</b>			
1011-00 Insured Cash Sweep	4,961,503		Accrued Int.
1013-00 Investment #2	2,235,410		
1014-00 Investment #2	106,355		Due to Others
		7,303,268	2010-00 ME St. Retirement
<b>Other Cash</b>			2020-00 ICMA Retirement
1015-00 Cash-Airport CC & Rapid Renc	14,660		2040-00 MME/Travelers
1016-00 Cash-ACH Payments	15,135		2090-00 Colonial Life Insurance
1017-00 Cash-HRA	22,493		2120-00 Clearing Account
1019-00 Cash-Medical Payments	14,851		2200-00 Due Bat Bus-Bus Pass
1021-00 Katahdin Trust	0		2205-00 Due State-Vehicle Sales Tax
1025-00 Camden National Bank	1,093,045		2210-00 Airport Sales Tax
1020-00 Andrscoggin Bank-Lease	185,000		2215-00 Due State-MOSES Sales Tax
1026-00 Andrscoggin Bank	870,839		2220-00 Due State-Registration Fees
		2,216,024	2225-00 Due State-MOSES Fees
<b>Taxes Receivable</b>			2230-00 Due State-Vitals
1100-25 2025 Taxes Receivable	5,062,321		2235-00 Due State-Dog Licenses
1100-26 2026 Taxes Receivable	(6,669)		2240-00 Due State-Plumbing Permits
		5,055,653	2245-00 Due DEP Plumbing Permits
<b>Pers. Prop. Rec</b>			2250-00 Due State-Argyle Excise
1105-23 2023 Personal Prop Taxes Rec	581		
1105-24 2024 Personal Prop Taxes Rec	109		Deferred Rev.
1105-25 2025 Personal Prop Taxes Rec	170,423		2300-00 Deferred Revenue
		171,113	
<b>Lien &amp; TA Rec</b>			<b>Bonds Payable</b>
1120-23 2023 Lien Receivables	13,182		2510-00 Lease Payable
1120-24 2024 Lien Receivables	87,423		2520-00 Bonds Payable
1130-10 2010 Tax Acquired Property	3,296		
1130-11 2011 Tax Acquired Property	2,953		<b>Total Liabilities</b>
1130-12 2012 Tax Acquired Property	2,773		
1130-13 2013 Tax Acquired Property	4,022		
1130-14 2014 Tax Acquired Property	4,170		
1130-15 2015 Tax Acquired Property	4,011		<b>Reserves</b>
1130-16 2016 Tax Acquired Property	3,931		3000-00 TIF Financing Plan
1130-17 2017 Tax Acquired Property	3,968		3004-00 Housing Reserve
1130-18 2018 Tax Acquired Property	5,414		3005-00 Old Town Development LLC
1130-19 2019 Tax Acquired Property	10,009		3006-00 Economic Development Reserve
1130-20 2020 Tax Acquired Property	10,321		3007-00 Projects Reserve
1130-21 2021 Tax Acquired Property	10,084		3010-00 Tech Equip. Replacement Reserve
1130-22 2022 Tax Acquired Property	13,035		3015-00 Heavy Equip. Replacement Reserve
		178,590	3020-00 Highway Block Grant Reserve
<b>Other AR</b>			3030-00 City Facility & Infrastructure Reser
1150-00 Accts Rec.-Miscellaneous	282,382		3033-00 Municipal Trash Reserve
1155-00 Allowance Uncoll- Accts Rec	(37,310)		3035-00 Airport Hangar Reserve
1160-00 Ambulance Rec-Med Reimb	138,340		3036-00 American Rescue Plan Act Reserve
1200-00 Grant Receivable	677,114		3085-00 Clerk Book Restoration
		1,060,525	<b>Total Reserves</b>
<b>Inventory</b>			
1300-00 Inventory-Gasoline	3,195		<b>Custodial Accounts</b>
1310-00 Inventory-Diesel	10,552		3045-00 Garford Account
1320-00 Inventory-Aviation Gasoline	7,567		3046-00 Smoke and CO Detectors
1330-00 Inventory-Jet Fuel	3,579		3050-00 Police Evidence Room cash
		24,893	3051-00 Forfeitures
<b>Due from Others</b>			3055-00 Community Festival
1450-00 Note Rec.-UDAG	0		3056-00 Parade
1451-00 Note Rec.-CCC	112,600		3057-00 Dog Park
1450-00 Note Rec.-GSS	0		3070-00 Skateboard Park
1455-00 Allowance Uncoll-Loans	0		3071-00 Bike Coalition
1470-20 Due To/From Pollution	50,503		<b>Total Custodial Accounts</b>
1470-30 Due To/From Reserve Funds	22,338		
1470-50 Due To/From Library Trust	(20,121)		<b>Fund Balance</b>
1471-60 Due To/From Cemetery Trust	0		3400-00 Carry Forwards
1570-00 Construction in Progress	0		3500-00 Expense Control
		165,320	3600-00 Revenue Control
<b>Total Assets</b>			3800-00 Fund Balance
		<b>20,335,188</b>	
			<b>Total Fund Balance</b>
			14,338,385
			<b>Total Liabilities and Fund Balance</b>
			<b>20,335,188</b>

**OLVER ASSOCIATES INC.**

**ENVIRONMENTAL ENGINEERS**

February 13, 2025

Mr. John Rouleau, Public Works Director  
City of Old Town  
265 Main Street  
Old Town, Maine 04468

RE: Middle Street Drainage Improvements Phase 1  
Bid Results

Dear John:

On February 6, bids were received for the construction of the Middle Street Drainage Improvements Phase 1 project. Three bids were received as follow:

CONTRACTOR	ADDRESS	BASE BID	ALTERNATE BID
Thornton Construction, Inc.	Milford, Maine	\$113,000.00	\$2,250.00
Lou Silver Inc.	Orono, Maine	\$113,000.00	\$2,500.00
Facility and Construction Services	Old Town, Maine	\$132,250.00	\$2,500.00

Attached please find a bid tabulation, along with copies of the bids from both Thornton Construction, Inc. and Lou Silver Inc. The basis of the bid award is the base bid amount. The purpose and scope of the Alternate Bid item was to establish a cost per linear foot for added pipe installation should the City choose to extend the project.

As you can see, there is a tie between the low Base Bids provided by Thornton and Lou Silver. Both contractors have successfully worked for the City in the past and are capable of performing the work. It is our understanding that Thornton is currently under contract with the City for other projects at this time, and for this reason there is a preference by the City to award the contract to Thornton for the sake of efficiency.

Please let us know if you have any questions or need further information at this time.

Very truly yours,

OLVER ASSOCIATES INC.



Mandy J. Holway, P.E., Vice-President  
Construction Services Manager

MJH/sh  
2623/090  
CC: Mr. Bill Mayo, City Manager

**February 18, 2025**

- Immediately following Finance Committee mtg.

**Special Council Meeting  
City of Old Town  
City Council Chambers,  
2<sup>nd</sup> Floor 265 Main Street  
Agenda**

- I. Call to Order** - I call the February 18, 2025, Special Council Meeting to order.  
  
Please turn off or silence cell phones.  
  
**(Council President Pushor)**
  
- II. Flag Salute**
  
- III. Roll Call**
  
- IV. Approval of the Minutes**
  
- V. Petitions, Communications, and Citizens' Requests**
  
- VI. Reports**
  - 1. **Council President**
  
  - 2. **Standing Committees**  
  
**Administrative, Economic, Finance and Public Services**
  
  - 3. **City Councilors**
  
  - 4. **City Attorney**

5. **Special Committees**

6. **City Manager**

VI. **Consent Agenda**

VII. **Public Hearings and Second Reading of Ordinance**

VIII. **Old Business**

IX. **New Business**

1. The City Council will consider accepting the appointment of Gretchen Carr, who resides at 11 River Street in Old Town, to the Old Town Planning Board.

**Suggestion motion:** Resolved, the Old Town City Council appoints Gretchen Carr, whom resides at 11 River Street in Old Town, to the Old Town Planning Board for a five - year term to expire 12/2029.

**(Councilor McLeod)**

2. The City Council will consider the resignation of Stanley Peterson on the City Council, term to expire 12/2026.

**Suggestion motion:** Resolved the Old Town City Council accepts Stanley Peterson's resignation on the City Council Board, term to expire 12/2026, due to health concerns.

**(Councilor Wight)**

3. The City Council will consider authorizing the City Manager to submit an amended Corporate Authorization Resolution that lists the specific City staff along with their designated powers to execute day-to-day financial transactions. The specified staff will remove Edmond Morin and add Finance Director, Danielle Berube to the Resolution.

**Suggested motion:** Resolved, the Old Town City Council hereby authorizes the City Manager to submit an amended Corporate Authorization Resolution removing Edmund Morin and adding Danielle Berube, Finance Director to Financial institutions that operate within the City to execute day-to-day financial transactions with financial institutions in their capacity as a City official relative to their respective job requirements.

**(Councilor Wight)**

4. The City Council will consider going into Executive Session for the purpose of discussing a Personnel matter, regarding Union Contracts.

**Suggested motion:** Resolved, the Old Town City Council hereby approves going into Executive Session pursuant to MRSA Title 405, Section (6)(A) for the purpose of discussing a Personnel matter, regarding Union Contracts.

**(Councilor Wyles)**

**Adjournment:** Do I have a motion to adjourn.