



**City of Old Town  
Regular Council Meeting Minutes  
August 01, 2022**

Council convened August 01, 2022, in the Old Town City Council Chambers, 265 Main Street.

Councilors present: President Tim Folster, David Wight, Carol May, Mike May, Chris Pushor, Stan Peterson, and Linda McLeod

Administration present: Bill Mayo, Travis Roy, Danielle Berube, Laura Engstrom, EJ Roach, Scott Wilcox, Cassandra Pool, David Smith, John Rouleau, and Irene Pehrson.

Others present: Karoline Bass (City of Old Town Intern.) Steve Wagner (City Attorney), Representatives from Pine Haven Estates in Old Town, and 2 representatives for Habitat for Humanity.

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Council President Folster called the meeting to order at 6:00 p.m.

**Approval of the Minutes:**

Resolved, the Old Town City Council hereby approves as presented the July 18, 2022, Economic Development Services, Financial Services and Special Council meeting minutes.

Motion made by Councilor Wight, seconded by Councilor Carol McLeod.

**Approved, 7- 0 (Motion passed)**

**Petitions, Communications, and Citizens' Requests**

- Residents from Pine Haven Estates in Old Town addressed the City Council with concerns over the new Management for the Park. Monthly rent has gone up twice, and the residents are now being billed monthly for Sewer and Water. The Park has one central meter, and the company is dividing the sewer and water bill among all the residents depending on square footage of the lot/trailer, not on how many reside in each home. They are frustrated with the management that nobody will call them back when they have left messages with their concerns. Maintenance of the homes is another major concern for the residents of the Park. They have asked that the City Council please investigate a way they can get help

and/or find a resolve to the problems they are having. Council President Tim Folster has requested the help of Steve Wagner, City of Old Town Attorney to come up with some possible avenues to get the residents the help they are requesting. A representative of the Pine Haven Estates will call Bill Mayo, City Manager for updates on this progress.

## Reports

A. Council President  
**(No Report)**

B. Standing Committees  
Administrative Services, Economic Development, Finance Services, and Public Services  
**(No Report)**

C. City Councilor

- Councilor McLeod has requested that a member of the City Council attend monthly Planning Board meetings and update the Council on the projects the Planning Board is working and voting on. Councilor McLeod herself has got appointed to attend these meetings.
- Councilor Wight commended Karoline Bass and EJ Roach on the great job with the Downtown Old Town Committee.

D. City Attorney  
**(No Report)**

E. Special Committees  
**(No Report)**

F. City Manager

City Manager, Bill Mayo, updated the City Council on the following items:

- Audit done for the 2021 fiscal year. Bill will forward it to all the Council members.
- Met with MDOT to discuss the Downtown Street lights project and the possibility of putting in a temporary bridge beside the Llewyn Estes Bridge to be able to lift the weight restriction for crossing. Over 60,000-ton trucks are now restricted to cross because of the poor condition of the bridge and being diverted. The new bridge is not projected to begin now until 2024.
- Old Town may have the opportunity to piggyback a paving/curbing project with the Town of Orono, making it a benefit to both communities.
- Meeting with Weston & Sampson, the YMCA, RSU 34 and the UMO next week to discuss options for a new pool.
- City Hall Intern Karoline Bass presented information on projects that she has been working on for Downtown Old Town this summer. Three Key areas for the future are:

1.) Adirondack chairs that will be sponsored, painted, and placed around town for residents to sit. They could be auctioned off at the end of summer during Riverfest and the money collected go back into the Downtown Committee projects. (2023)

2.) Enjoy Life Marathon during Riverfest 2023.

3.) Arts in the Park

Representatives from Habitat for Humanity spoke about continuing working with the City of Old Town for future building projects and thanking the City for past projects that were done.

- Laura Engstrom, City Clerk spoke about the upcoming Nomination process for electing officers to the City Council, School Board and Elections.

City Council – two, three - year terms expiring November 2025  
25 signatures needed (Registered Old Town Voters only)

School Board – two, three - year terms expiring November 2025  
25 signatures needed (Registered Old Town Voters only)

Elections – Warden and Ward Clerk, two-year terms expiring November 2024, 10 signatures needed (Registered Old Town Voters only)

Nomination papers for these terms will be available at the City Clerk's office, City of Old Town, 265 Main Street from August 29, 2022 – September 09, 2022. With a return date and time of September 09, 2022, at 4:00 pm.

**Election day will be Tuesday November 06, 2022, to fill these seats.**

### **Consent agenda**

1. Resolved, the Old Town City Council hereby approves a renewal application for a Beverage Cart Liquor License, a Pinball Permit and a Malt Liquor, Wine and Spirits Liquor License for RJ Duck! Enterprises, d/b/a Hidden Meadows Golf Course, 240 W. Old Town Road. Pending City inspections.

Motion made by Councilor Wight, seconded by Councilor Wight.

**Approved all in favor, 7 - 0 (Motion passed)**

### **Public Hearings and Second Reading of Ordinances**

1. Resolved, The Old Town City Council hereby approves dispensing with the reading of the order and opens the meeting for public comments on the proposed changes to Chapter 7, §16-B and Chapter 7, §20- B (Fire Prevention and Protection) of the Revised Code of Ordinances, City of Old Town. The proposed changes will update the Ordinance to the most recent editions of the NFPA 1 Uniform Fire Code and NFPA 101 Life Safety.

**Council President Folster opened the Public Hearing up for comment at 7:09 pm, with no public comments being brought forth; he closed the Public Hearing at 7:10 pm.**

2. Resolved, The Old Town City Council hereby approves scheduling a second reading and final approval to be held August 15, 2022, on the proposed changes to Chapter 7, §16-B and Chapter 7, §20-B (Fire Prevention and Protection) of the Revised Code of Ordinances, City of Old Town.

Motion made by Councilor Wight, seconded by Councilor Carol May.

**Approved all in favor, 7 - 0 (Motion passed)**

### **Old Business**

1. Resolved the City Council adopts a resolution appointing a contact for the Community Resilience Partnership to discuss Climate Incentives within the City of Old Town.

Motion made by Councilor Wight, seconded by Councilor Carol May.

**Approved all in favor, 7 - 0 (Motion passed)**

### **New Business, items 1 – 4**

1. The Old Town City Council tables the new Victualer's application as the location is being changed for April Anderson, d/b/a Pastries de' Amor bakery.

Motion made to table this item indefinitely made by Councilor McLeod, seconded by Councilor Carol May.

**Approved all in favor, 7 - 0 (Motion passed)**

2. Resolved, the Old Town City Council hereby approves a new Lunch Wagon Permit for Jermaine Walker, d/b/a JJ's Jerk Shake. Pending any City inspections.

Motion made by Councilor Mike May, seconded by Councilor Carol Wight.

**Approved all in favor, 7 - 0 (Motion passed)**

3. Resolved, hereby adopts a Remote Participation Policy for Old Town City Council and Committee Meetings, Pursuant to 1 M.R.S. § 403-B, citing Remote participation in public proceedings.

Motion made by Councilor Peterson, seconded by Councilor Mike May.

**Approved all in favor, 7 - 0 (Motion passed)**

4. Resolved, the Old Town City Council agrees to fund the upfront costs of conducting blacktop surfacing and road improvements to the property adjacent to the Airport Road that is leased from the City to DACF (State of Maine, Department of Agriculture, Conservation and Forestry.) There is a present need to conduct these improvements.

Once the project is completed, The City of Old Town, will invoice DACF for the cost of the project and expect a one- time lump sum payment within 60 days of invoicing.

Motion made by Councilor Wight, seconded by Councilor Carol May.

**Approved all in favor, 7 - 0 (Motion passed)**

**Adjournment:**

Motion to adjourn at 7:24 pm made by Councilor McLeod, seconded by Councilor Pushor

**Approved, all in favor, 7 - 0, (Motion passed)**

**Respectfully submitted,  
Laura Engstrom  
City Clerk -Old Town**