



**City of Old Town
Economic Development Committee Minutes
February 22, 2022**

Economic Development Committee members convened February 22, 2022, in the City Hall Council Chambers, 265 Main Street

Committee members present: Councilors, David Wight (chair), Carol May, and Council President Tim Folster

Committee member absent: Councilor Stan Peterson

Other Councilors present: Linda McLeod, Michael May and Chris Pushor

Administration present: Bill Mayo, EJ Roach, Danielle Berube, Laura Engstrom, Irene Pehrson, Cassandra Pool, Scott Wilcox, David Russell, and David Smith

Others present: Steve Wagner (City Attorney) and John Milligan (business owner in Old Town)

Councilor Wight called the meeting to order at 6:00 p.m.

EJ Roach, Director of Economic & Community Development, discussed with the Committee the following items:

1. Establishment of a housing development reserve fund to be used to support a housing development program that will be proposed and managed by the City and the Old Town Development, LLC. Initial funding for this reserve fund will come from proceeds received from the sale of tax acquired properties.
 - EDA (Economic Development Association) has done a housing study for the City of Old Town and has targeted some areas for improvement in the development of new homes, repair of older homes and affordable senior living.
2. Accessing State of Maine Community Action Grant funding via assistance through Bangor Area Comprehensive Transportation System (BACTS).
 - BACTS would be assisting the City of Old Town in accessing Grants through the State of Maine for establishing Climate Control projects, like Electric car charging stations to reduce emissions.

3. Updates on the Downtown Committee/MDF Collaboration.
 - Downtown Committee has met twice and have collaborated to prioritize projects and events to focus on for the improvement to the City.
 - Councilor Carol May stated that the Downtown Street lights need to be addressed for easier walkability in the Downtown Area.

4. Pop-up shop update and long-range plans.
 - Pop-Up Shops could be moved across the street towards the parking area of the Downtown Park. More research will be done to see if that is possible.

Adjournment

Motion made by Council Carol May, seconded by Council President Folster moved to adjourn at 6:27 p.m. *Approved all in favor, 3-0 (motion passes)*

Respectfully submitted,

Laura Engstrom
City Clerk



**City of Old Town
Financial Services Committee Minutes
February 22, 2022**

Finance Committee members convened February 22, 2022, in the Old Town City Hall Council Chambers, 265 Main Street

Committee members present: Councilors, Linda Mcleod, Chris Pushor and Council President Tim Folster

Committee member absent: Councilor Stan Peterson

Other Councilors present: David Wight, Mike May, and Carol May

Administration present: Bill Mayo, EJ Roach, Danielle Berube, Laura Engstrom, Irene Pehrson, Cassandra Pool, Scott Wilcox, David Russell and David Smith

Others present: Steve Wagner (City Attorney) and John Milligan (business owner in Old Town)

Councilor McLeod called the meeting to order at 6:27 p.m.

1. Danielle Berube, Finance Director updated the Finance Committee on the January 2022 financials. She explained that all departments are on track for this Fiscal year's budget.
2. Scott Wilcox, Director of Public Safety explained to the Committee on the need to potentially replace two ambulances. The Department currently have three ambulances. Two 2019 ambulances are leased and have about 50,000 miles on each, with the lease coming due in October. One 2016 ambulance is stationed in Bradley and has about 130,000 miles on it and is owned by the City. The Finance Committee suggested trading in the 2016 ambulance, moving one of the 2019 ambulances to Bradley and then ordering one new ambulance. The time frame on receiving a new ambulance could be upwards of a year as the pandemic has slowed the process of the manufacturing for the parts to assemble a vehicle. The City Council recommends bringing this suggested motion to the next full Council meeting for a vote.

3. Danielle Berube updated the Committee on the question from a previous Council meeting whether purchasing a new Skid Steer or leasing one to replace the broken one would be more beneficial to the City. She suggested that purchasing a new one would be the better option. The Committee recommended bringing this motion to purchase a new Skid Steer for Public Works to the next full Council meeting for a vote.

Adjournment

Motion made by Council President Folster, seconded by Councilor Pushor, moved to adjourn at 6:44 p.m. *Approved, all-in favor, 3-0 (passed)*

Respectfully submitted,

Laura Engstrom
City Clerk



**City of Old Town
Special Council Meeting Minutes
February 22, 2022**

Council convened February 22, 2022, in the City Hall Council Chambers, 265 Main Street

Councilor's present: Council President Tim Folster, David Wight, Chris Pushor, Linda McLeod, Carol May and Mike May

Councilor absent: Stan Peterson

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

Others present: Steve Wagner (City Attorney) and John Milligan (business owner in Old Town)

Council President Tim Folster called the meeting to order at 6:44 p.m.

Approval of the Minutes

Resolved, the Old Town City Council hereby approves as presented:

February 07, 2022, Regular Council meeting minutes.

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

Approved all in Favor, 6-0 (passed)

Petitions, Communications, and Citizens' Requests

Reports

A. Council President

No Report

B. Standing Committees - Administrative Services, Economic Development, Finance Services, and Public Services.

No Report

C. City Councilors

No Report

D. City Attorney

No Report

E. Special Committees

- Council President Tim Folster updated the City Council on the information from the Pool Committee meetings. The City of Old Town is looking to possibly replace the Pool. An RFP is going out for an engineer to get estimates on the design and cost of a new pool.

F. City Manager

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

- Safety Inspection for City of Old Town Departments from MDOL is going on and everything looks good and is in order.
- Opportunity from the ARA (American Recovery Act) for the Airport to apply for a grant for a Terminal addition to house the Oshkosh plow trucks.

Consent Agenda, 1-3

1. Resolved, the Old Town City Council hereby approves the new applications for a Victualer's License and a Malt & Vinous Liquor License for Pepper's Landing, legal name, OTPL, LLC. Located at 170 Main Street, pending final inspections.
2. Resolved, the Old Town City Council hereby approves the new applications of a Victualer's License and a Malt & Vinous Liquor License for Old Town Bowling Center, LLC. Located at 156 Center Street.
3. Resolved, the Old Town City Council hereby approves the renewal of a Victualer's License for DMCP Group, LLC. d/b/a Dunkin Donuts, located at 975 Stillwater Ave., pending final inspections.

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

Approved all in Favor, 6-0 (passed)

Public Hearings and Second Reading of Ordinances

Old Business

New Business, 1 item

1. Resolved, the Old Town City Council recommends to the Old Town City Council to sell a piece of a property as shown on Assessor's Map 23, Lot 30-A to Milligan's Landing LLC in an amount to be determined by the City Assessor in accordance with past practice. This parcel contains approximately .20 acres. (8,797 sq. ft.) Actual dimensions have been verified in the field by a licensed surveyor and reflected accurately within the deed. Milligan's Landing LLC will be responsible for the surveying of the property, deed description, the recording of the deed, any legal expenses and for any and all other cost associated with this transaction. The Council further authorizes the City Manager to execute said sale.

Motion made by Councilor Pushor, seconded by Councilor McLeod.
Council President Time Folster opened the motion up for discussion.

- David Russell, Code Enforcement Officer and John Milligan, business owner in Old Town, spoke to the City Council about John purchasing a parcel of City owned land that abuts his property to build a softball diamond. He has had it surveyed by Plisga and Day. The City Council had concerns if there was enough room to build the Diamond, adequate parking and discussion with Little League about using the field. They suggested to table the motion until the next full Council meeting to address those concerns.

Motion made by Councilor Carol May, seconded by Councilor McLeod to table the New Business item until further information could be provided on the Layout of the Softball Field and discussion with Little League about use of the field.

Approved all in Favor to table the motion, 6-0 (passed)

Adjournment

Motion made by Councilor McLeod to adjourn at 7:09 p.m., seconded by Councilor Mike May. ***Approved all in favor, 6-0 (passed)***

Respectfully submitted,

Laura Engstrom
City Clerk