

September 16, 2024
6:00 pm

Administrative Services Committee Meeting
City of Old Town
City Council Chambers, 2nd Floor
265 Main Street
Agenda

Call to Order – I call the September 16th, 2024, Administrative Services Committee meeting to order.

Please silence or turn off cell phones.

(Councilor Michael May, Chair)

- Travis Roy, Assistant Manager will update the Committee on the status of the changes to the City of Old Town's Employee Handbook.

Adjournment Do I have a motion to adjourn?

The Administrative Services Committee is composed of Councilors Michael May (Chair), Linda McLeod, Carol May, and Council President Pushor. (ex-officio)

September 16, 2024

- Immediately following the Admin Services mtg.

Agenda
Public Services Committee Meeting
City of Old Town
City Council Chambers, 2nd Floor
265 Main Street

Call to Order – I call the September 16th, 2024, Public Services Committee Meeting to order.

(Councilor Wight, Chair)

1. Discussion with the Committee on the Spring Cleanup procedures on past and future Cleanups.

2. Update on the Juniper Ridge Public Benefit Determination.

Adjournment-Do I have a motion to adjourn?

Second-

The Public Services Committee is composed of Councilors Dave Wight (Chair) Michael May, Stan Peterson, and Council President Pushor (Ex- officio)

September 16, 2024

- Immediately following the Public Services mtg.

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

- I. Call to Order** - I call the September 16, 2024, 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**

September 03, 2024, Regular Council meeting 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**

- 1. The-Old Town City Council will conduct a Public Hearing on a proposal to change the Official Zoning Map. Specifically, the properties at 761 Main, Tax Map 29, Lot 54, 767 Main, Tax Map 29, Lot 53, 773 Main, Tax Map 29, Lot 59 and 13 Penny Road, Tax Map 29, Lot 58. The Planning Board made the following motion:

Motion to recommend to the City Council carried (5-0) that the zoning district boundary line be moved to encompass the properties as described below and to be recommended to the City Council for adoption: (See attachment A)

To relocate the R-2, General Residence, zoning boundary line along a portion of Main Street and Penny Road. Specifically, the properties at 761 Main, Tax Map 29, Lot 54, 767 Main, Tax Map 29, Lot 53, 773 Main, Tax Map 29, Lot 59 and 13 Penny Road, Tax Map 29, Lot 58. Case # 1564.

(Council President Pushor)

Open public hearing _____

Close public hearing _____

- 1a. The City Council will consider scheduling a Second Reading for final approval on a proposal to change the Official Zoning Map. Specifically, the properties at 761 Main, Tax Map 29, Lot 54, 767 Main, Tax Map 29, Lot 53, 773 Main, Tax Map 29, Lot 59 and 13 Penny Road, Tax Map 29, Lot 58.

(Council President Pushor)

Suggested motion: Resolved, the Old Town City Council hereby schedules a Second Reading for final approval for October 7,2024, to change the Official Zoning Map. Specifically, the properties at 761 Main, Tax Map 29, Lot 54, 767 Main, Tax Map 29, Lot 53, 773 Main, Tax Map 29, Lot 59 and 13 Penny Road, Tax Map 29, Lot 58.

(Councilor Folster)

2. The City Council will conduct a Public Hearing on a proposal to amend Chapter 21, titled Welfare, Appendices A, B, C & D (Food, Housing & Heat Assistance Limits) of the General Assistance Maximum Amounts for the period October 1, 2024, through September 30, 2025. This amendment is a requirement of the Department of Human Services in compliance with Title 22, M.R.S.A. §4305(4).

(Council President Pushor)

Open public hearing _____

Close public hearing _____

- 2a. The City Council will consider scheduling a Second Reading on October 07, 2024, for final approval on a proposal to amend Chapter 21, Titled Welfare, Appendices A, B, C & D of the General Assistance Maximum Amounts.

(Council President Pushor)

Suggested motion: Resolved, the Old Town City Council hereby approves scheduling a Second Reading on October 07, 2024, for final approval on the proposal to amend Chapter 21, titled Welfare, Appendices A, B & C (Food, Housing & Heating Assistance Limits) of the General Assistance Maximum Amounts for the period October 1, 2024, through September 30, 2025, as presented in the attachment.

(Councilor McLeod)

VIII. Old Business

IX. New Business

1. The City Council will consider reaffirming the Resolution declaring the need for the Housing Authority to function in the City of Old Town.

Suggested motion: Resolved, the Old Town City Council reaffirms and declares the need for the Housing Authority of the City of Old Town to function in the City. The City Council created the Housing Authority and signed a Resolution to enact it on or about July 13, 1970.

The Housing Authority has asked for reaffirmation from the Council to assist in any future requirements to produce the signed and approved Resolution.

(Resolution attached)

(Councilor Mike May)

2. The City Council will consider accepting the Notice of Election for the United Technologies Center (Region 4 Southern Penobscot County Vocational Region) Referendum Ballot question to be voted on by the City of Old Town Residents at the November 05, 2024, General and Municipal Election. The City Council will furthermore sign the Warrant to be posted in a public place to be viewed by residents.

Suggested motion: Resolved the Old Town City Council accepts the Notice of Election for the United Technologies Center (Region 4 Southern Penobscot County Vocational Region) Referendum Ballot question to be voted on by The City of Old Town Residents at the November 05, 2024, General and Municipal Election. The City Council will furthermore sign the Warrant to be posted in a public place to be viewed by residents.

Example of the Ballot question is attached below:

Question 1: Shall the Cooperative Board of United Technologies Center (Region 4 Southern Penobscot County Vocational Region) be authorized to issue bonds or notes for minor capital purposes in an amount not to exceed \$1,874,300 to acquire advanced industry standard equipment to modernize 18 of the 23 programs at UTC and train students for careers in high-demand fields?

Debt service on the bonds or notes shall be paid by the State of Maine with no impact on local educational taxes.

(Councilor Wight)

3. The City Council will consider going into Executive Session for the purpose of discussing an Economic Development matter.

Suggested motion: Resolved, the Old Town City Council hereby approves going into Executive Session pursuant to Title, I MRSA Section 405, § (6) (C) for the purpose of discussing an Economic Development matter.

(Councilor Carol May)

Adjournment: Do I have a motion to adjourn.

City of Old Town Planning Board

265 Main Street
Old Town, Maine 04468

207-827-3965

Whereas Derek King Owns property along Main Street and Penny Road, **Specifically, the properties at 761 Main, Tax Map 29, Lot 54, 767 Main, Tax Map 29, Lot 53, 773 Main, Tax Map 29, Lot 59 and 13 Penny Road, Tax Map 29, Lot 58.** The Planning Board made the following motion:

Motion to recommend to the City Council that the zoning district boundary line be moved to encompass the properties as described below and to be recommended to the City Council for adoption:

To relocate the R-2, General Residence, zoning boundary line along a portion of Main Street and Penny Road. Specifically, the properties at 761 Main, Tax Map 29, Lot 54, 767 Main, Tax Map 29, Lot 53, 773 Main, Tax Map 29, Lot 59 and 13 Penny Road, Tax Map 29, Lot 58. Case # 1564.

See attachment A.

Whereas the Planning Board recognized the economic and use benefit with the above described change to the "Official Zoning Map", a motion was made and seconded for approval and recommendation to the Council, that the above described change be approved and as such be shown on the "Official Zoning Map". This motion carried

(5-0)

These changes to the "Official Zoning Map" of the City of Old Town were approved and are to be recommended to The Old Town City Council.

CHAIR *Doreen Dumas* . DATE: September 10, 2024

[Signature]
[Signature]
[Signature]
[Signature]



Oct 1, 2024 to Sept 30, 2025

OVERALL MAXIMUMS (A)

Persons in Household

1	2	3	4	5
\$969	\$1,068	\$1,367	\$1,744	\$2,333

Household of 6 = \$2,408
* Add \$75 for each additional person

FOOD MAXIMUMS (B)

Persons	Weekly	Monthly
1	\$67.91	\$292.00
2	\$124.65	\$536.00
3	\$178.60	\$768.00
4	\$226.74	\$975.00
5	\$269.30	\$1,158.00
6	\$323.26	\$1,390.00
7	\$357.21	\$1,536.00
8	\$408.37	\$1,756.00

Add \$220 per month for each + person

HEATING FUEL (E)

Month	Gallons	Month	Gallons
January	225	Jun-Aug	0
February	225	September	50
March	125	October	100
April	125	November	200
May	50	December	200

NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

HOUSING MAXIMUMS (C)

BEDROOM	UNHEATED		Heated	
	Weekly	Monthly	Weekly	Monthly
0	\$195	\$837	\$221	\$952
1	\$209	\$898	\$244	\$1,049
2	\$267	\$1,147	\$312	\$1,344
3	\$344	\$1,477	\$399	\$1,717
4	\$467	\$2,008	\$535	\$2,301

Recovery Residence	\$183.00	\$786.75
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PERSONAL CARE & HOUSEHOLD SUPPLIES (F)

Number in Household	Weekly Amount	Monthly Amount
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

Number of Children	Weekly Amount	Monthly Amount
1	\$12.80	\$55.00
2	\$17.40	\$75.00
3	\$23.30	\$100.00
4	\$27.90	\$120.00

MILEAGE RATE (G)

50 cents (50¢) per mile

FUNERAL MAXIMUMS (H)

Burial: \$1,620+; Cremation: \$1,125+

ELECTRIC (D)

NOTE: For an electrically heated dwelling also see "Heating Fuel" maximums below. But remember, an applicant is not automatically entitled to the "maximums" established applicants must demonstrate need.

1) Electricity Maximums for Households Without Electric Hot Water: The maximum amounts allowed for utilities, for lights, cooking and other electric uses excluding electric hot water and heat:

Number in Household	Weekly	Monthly
1	\$19.95	\$85.50
2	\$22.52	\$96.50
3	\$24.97	\$107.00
4	\$27.53	\$118.00
5	\$29.88	\$128.50
6	\$32.55	\$139.50

NOTE: For each additional person add \$10.50 per month.

2) Electricity Maximums for Households With Electrically Heated Hot Water: The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses excluding heat:

Number in Household	Weekly	Monthly
1	\$29.63	\$127.00
2	\$34.07	\$146.00
3	\$39.67	\$170.00
4	\$46.32	\$198.50
5	\$55.65	\$238.50
6	\$58.68	\$251.50

NOTE: For each additional person add \$14.50 per month.

1-800-442-6003

Revised 09/09/24

Reaffirming and Declaring the Need for the Housing Authority of the City of Old Town to Function in the City

Be it Resolved by the City Council of the City of Old Town that,

WHEREAS, the City Council of the City of Old Town created the Housing Authority of the City of Old Town on about July 13, 1970, finding that there was a need for a housing authority to function in the City of Old Town; and

WHEREAS, the City Council issued a resolve creating the Housing Authority of the City of Old Town pursuant to the laws then in effect; and

WHEREAS, the City Council also appointed persons to serve as Commissioners of the newly created Housing Authority of the City of Old Town; and

WHEREAS, the Housing Authority of the City of Old Town has been operating since its creation, owning and managing a combination of safe, affordable and market rate apartments in developments throughout the City of Old Town and in surrounding areas and by administering a Housing Choice Voucher program; and

WHEREAS, the Housing Authority of the City of Old Town has been for decades building community for the low- and moderate-income residents and neighborhoods of Old Town and in surrounding areas through the provision of safe, quality, affordable, environmentally responsible housing; and

WHEREAS, it has recently been discovered that, upon the repeal and replacement of the state statute under which the Housing Authority of the City of Old Town was originally created, the City of Old Town may not have made a formal declaration that there is an ongoing need for the Housing Authority to function in Old Town, as the replacement statute requires; and

WHEREAS, the 1987 statute confirmed that the Housing Authority of the City of Old Town, which was created and in existence under the previous state statute, continues in existence with the powers granted by statute, if the legislative body of the City declares by resolution the need for the Housing Authority to continue to exercise its powers granted by the statute; and

WHEREAS, the Council finds that unsanitary or unsafe inhabited dwelling accommodations or blighted areas have existed and continue to exist in the City of Old Town; and



**City of Old Town
Regular Council Meeting Minutes
September 03, 2024**

Council convened September 03, 2024, in the Old Town City Council Chambers, 265 Main Street.

Councilors present: President Chris Pushor, Councilors, Tim Folster, David Wight, Mike May, Stan Peterson, and Carol May. Absent, Councilor Linda Mcleod.

Administration present: Bill Mayo, Laura Engstrom, Travis Roy, David White, Kyle Milan, Cassandra Pool, EJ Roach, David Smith and Irene Pherson.

Others present: Kristi Trafton (City Attorney), 2 Rep. of Global Secure Shipping (CEO Robert Lindyberg, CFO Jerry Corey), and Mr. Sutanto, owner of Shogun 2 Japanese Steak House.

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

Approval of the Minutes:

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

August 19, 2024, Economic Services, Financial Services and Special Council meeting minutes.

Motion made by Councilor Folster, seconded by Councilor Wight.

Approved all in favor, 6 – 0. (Motion passed)

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

A. Council President

Council President Pushor went to the Airport Board meeting, and he gave an update on how well the City of Old Town's Dewitt Field Airport is doing. The board is already working on the 2025 Wings and Wheels Event.

B. Standing Committees

Administrative Services, Economic Development, Finance Services, and Public Services

(No Report)

C. City Councilor (No Report)

D. City Attorney (No Report)

E. Special Committees (No Report)

F. City Manager

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

- Update on Llewellyn Estes Bridge, night paving being done Sept. 11th - 13th and Sept. 16th – 19th.
- Dave Russell (Code Enforcement Officer) and Bill will be working on forming a new group for the Comprehensive Plan Committee. Usually, the Committee consists of one person from the City Council, two from the planning board, and then some community involvement.
- Riverfest weekend will take place September 27th, 28th and 29th.

Consent Agenda (None)

Public Hearings and Second Reading of Ordinances (None)

New Business

1. Resolved, the Old Town City Council hereby accepts an after-deadline redemption on foreclosed property for Richard & Elizabeth Syrjala located at 114 Bosworth Street for payment of 2022 – 2024 Sewer fees, plus \$150 Late Redemption fee for a total amount of \$2025.98, which includes interest and lien costs and further authorize the City Manager to execute a Municipal Quit-Claim Deed.

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

Approved all in favor, 6 – 0. (Motion passed)

2. Resolved, the Old Town City Council hereby approves the renewal application for an on – premises Liquor License for Alex Gray, Main Street Bookstore, LLC. d/b/a Kanú, 283 Main Street. Pending city inspections.

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

Approved all in favor, 6 – 0. (Motion passed)

3. Resolved, the Old Town City Council approves the new application for an on -premises Liquor License for Lalu Dedi Purnawan Sutanto, d/b/a Shogun 2 Japanese Steak House, located at 575 Stillwater Ave. Renovations are currently underway and map layout of restaurant is included in the agenda. License will be pending until City inspections can be completed and approved by Dave Russell (Code Enforcement).

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

Approved all in favor, 6 – 0. (Motion passed)

4. Resolved, the Old Town City Council approves Issuance of a Proclamation in observance of Constitution Week September 17th through 23rd, sponsored by a new Chapter this year, the Frances Deighton Williams Daughters of the American Revolution. (Proclamation attached)

Motion made by Councilor Folster, seconded by Councilor Wight.

Approved all in favor, 6 – 0. (Motion passed)

5. Resolved, the Old Town City Council hereby accepts the Operating Agreement between Tandem Mobility and the City of Old Town and further authorizes the City Manager, Bill Mayo to sign the operating agreement.

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

Approved all in favor, 6 – 0. (Motion passed)

6. Resolved, the Old Town City Council hereby approves the following two Special Events in the City of Old Town and waiving the fees as they are non -profit and/or City Events.
 - A.) September 21st Caring Community Cupboard Yard Sale/Flea market. City of Old Town’s parking lot at the Old Town Professional Building will be used for part of this event.
 - B.) September 28th - 30th Riverfest Weekend. To include all activities for the three-day Event.

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

Approved all in favor, 6 – 0. (Motion passed)

7. Resolved, the Old Town City Council approves Resolved, the Old Town City Council hereby approves going into Executive Session pursuant to Title, I MRSA Section 405, § (6) (C) for the purpose of discussing an Economic Development matter.

Motion made by Councilor Carol May, to go into Executive Session at 6:10 pm, seconded by Councilor Mike May.

Approved all favor, 6 – 0.

Motion made by Councilor Folster, to come out of Executive Session at 6:53pm, seconded by Councilor Mike May.

Approved all favor, 6 – 0.

8. Resolved, the Old Town City Council hereby approves going into Executive Session pursuant to MRSA Title 405, Section (6)(D) for the purpose of discussing Labor Contracts and Proposals.

Motion made by Councilor Mike May, to go into Executive Session at 6:54pm, seconded by Councilor Wight.

Approved all favor, 6 – 0.

Motion made by Councilor Folster, to come out of Executive Session at 7:11pm, seconded by Councilor Carol May.

Approved all favor, 6 – 0.

The City Council took up a motion to authorize Bill Mayo, City Manager to sign the Contract between Penobscot Nation Police Department and the City of Old Town's Police Department providing police services to Penobscot Nation, until in such time, Penobscot Nation Police Department could hire and train new officers.

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

Approved all in favor, 6 – 0. (Motion passed)

Adjournment:

Motion to adjourn at 7:16 pm made by Councilor Folster, seconded by Councilor Mike May.

Approved, all in favor, 6-0, (Motion passed)

Respectfully submitted,
Laura Engstrom
City Clerk -Old Town