

April 01, 2024

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

**I. Call to Order**

Please turn off or silence cell phones

**II. Flag Salute**

**III. Roll Call**

**IV. Approval of the Minutes**

March 18, 2024, Administrative Services, Financial Services and Special Council Meeting Minutes.

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

**VI. Reports**

**A. Council President**

**B. Standing Committees –  
Administrative, Economic, Finance, & Public Services**

**C. City Councilors**

**D. City Attorney**

**E. Special Committees**

**F. City Manager**

1. Budget review

**VII. Consent Agenda**

1. The Old Town City Council will consider the renewal applications for a Victualer's Permit and a Class 1, Class A Restaurant Malt Liquor, Wine, and Spirits License for the following:
  - 1a.) Pepper's Landing, located at 170 Main Street.
  - 2a.) Governor's Restaurant, located at 963 Stillwater Ave.

**(Councilor Carol May)**

**VIII. Public Hearings and Second Reading of Ordinances**

1. The City Council will conduct a Second Reading for final approval on a proposal to change the Official Zoning Map. Specifically, Tax Map 8, Lot 12, from P, Resource Protection to R-4 Seasonal Residence. (Map included)

**Open Public Meeting: \_\_\_\_\_ pm**  
**Close Public Meeting: \_\_\_\_\_ pm**

- 1a. The City Council will consider final approval on the proposal to change the Official Zoning Map. Specifically, Tax Map 8, Lot 12, from P, Resource Protection to R-4 Seasonal Residence.

**(Council President Pushor)**

**Suggested motion:** Resolved, the Old Town City Council hereby approves the change to the Official Zoning Map. Specifically, Tax Map 8, Lot 12, from P, Resource Protection to R- 4, Seasonal Residence.

**(Councilor Wight), second \_\_\_\_\_**

**(Roll Call Vote)**

**IX. Old Business**

1. The City Council will consider approving the sale of City owned surplus property, Map 031 Lot 059 to the current owners of the abutting Map 031 Lot 060, John & Bridget Smith.

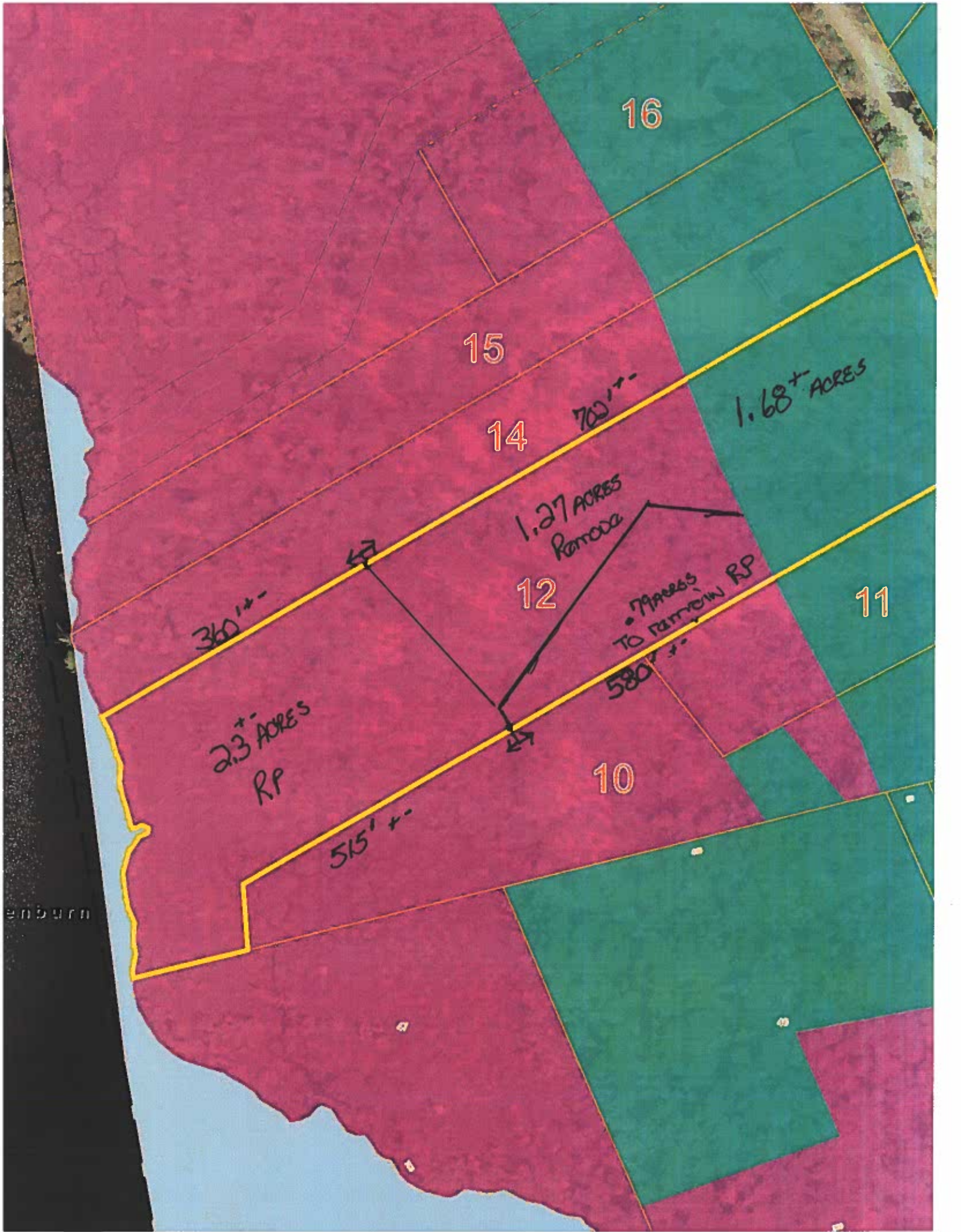
**Suggested motion:** Resolved, The Old Town City Council hereby approves the sale of Map 031 Lot 059 to the current owners of the abutting Map 031 Lot 060, John & Bridget Smith.

The sale price will be \$1500, and the buyer is responsible for all costs related to preparation of the deed. The deed will have a no development above grade restriction. The Old Town City Council hereby authorizes City Manager Bill Mayo to execute any documents necessary to complete the sale.

**(Councilor Folster)**

**X. New Business**

**Motion to Adjourn:**



16

15

14

12

10

11

360'+-

2.3+ ACRES  
RP

515'+-

1.27 ACRES  
REMOVE

700'+-

1.68+ ACRES

79 ACRES  
TO REMAIN RP

580'+-



**City of Old Town  
Financial Services Committee Minutes  
March 18, 2024**

Finance Committee members convened March 18, 2024, in the Old Town City Hall Council Chambers, 265 Main Street

Committee Members Present: Council President Pushor (ex-officio), Councilors, Tim Folster (Chair) and Linda McLeod.  
Councilor Stan Peterson, absent.

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

Administration Present: Bill Mayo, Laura Engstrom, Travis Roy, Irene Pehrson, Cassandra Pool, David Russell, Danielle Berube, April Buchanan, E.J. Roach, and Kyle Milan.

Others Present: Kristi Trafton (City Attorney), UMO liaison, and 7 members of the CCL (Citizens' Climate Lobby) and a resident of Old Town.

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

1. Bill Fackenthall (Old Town resident, member CCL) and Peter Dugas (Maine State Coordinator for the CCL) addressed the Old Town City Council providing a presentation on a Climate Control initiative. They showed slides of how excess CO<sub>2</sub> is being released from big corporations that are mining and producing fuel and how it might be affecting the air quality, weather fluctuations and the environment in the United States. He stated that their group, along with many other members are going to the US Congress to try to have a law passed to support a Carbon fee and dividend system that reduces CO<sub>2</sub> emissions from these big corporations. The fee would then be divided and sent to residents annually. The percentage would be based on income, and it would be taxable income to the Federal Government. The CCL has asked that the City Council consider executing and approving a Carbon cash-back 4 Me Resolution, as 29 other towns/cities across Maine have done. The Resolutions could aide in the request from the CCL to pass laws relating to CO<sub>2</sub> emissions in this State and may encourage similar actions by other nations trading with the US by suitable carbon - content – based tariffs for imports and rebates for exports.  
Council President Pushor has asked Mr. Fackenthall to come up with a Resolution for the City Council to review before making any decisions on signing it.

2. Danielle Berube, Finance Director updated the Finance Committee on the Feb. 2024 financials.

Adjournment: Motion made by Councilor McLeod, seconded by Council President Pushor to adjourn, at 6:45 p.m.

**Approved all in favor, 3-0.**

Respectfully submitted,  
Laura Engstrom  
City Clerk





**City of Old Town  
Administrative Services Committee Minutes  
March 18, 2024**

Administrative Services Committee members convened March 18, 2024, in the Old Town City Hall Council Chambers, 265 Main Street.

Committee Members Present: Councilors, Michael May (Chair), Linda McLeod, Carol May, and Council President Chris Pushor (ex-officio)

Other Councilors Present – David Wight, and Tim Folster, absent Councilor Peterson

Administration Present - Bill Mayo, Laura Engstrom, Travis Roy, Irene Pehrson, Cassandra Pool, David Russell, Danielle Berube, April Buchanan, E.J. Roach, and Kyle Milan.

Others Present – Kristi Trafton (City Attorney), UMO liaison, and one resident of Old Town.

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Councilor Mike May called the meeting to order at 6:46 p.m.

- Travis Roy, Assistant City Manager presented a proposal to the Committee for the sale of a City owned surplus property which abuts a 29 Union Street property at the corner of Hayes Street. Public Works and Code Enforcement have reviewed the request and have considered it excess property. Travis Roy explained, the piece of land if bought would be for a parking area for the 4-tenant apartment building. Restrictions that would have to be put into the Deed is that no structures or fencing could be erected as to not interfere with Old Town Public Works snow removal on that corner. The purchase price for the right of way land would be \$1500.00 plus cost to make the Deed.

Motion made by Councilor Carol May, seconded by Councilor McLeod to bring the sale to the next full Council meeting for any further discussion and a vote.

***Approved all in favor, 4-0 (motion passes)***

**Adjournment**

Motion made by Councilor Carol May to adjourn, seconded by Councilor McLeod, at 6:56 p.m.

***Approved all in favor, 4-0 (motion passes)***

Respectfully submitted,  
Laura Engstrom  
City Clerk



**City of Old Town  
Special Council Meeting Minutes  
March 18, 2024**

Council convened March 18, 2024, in the City Hall Council Chambers, 265 Main Street

Council present: Council President Chris Pushor, Councilors: Mike May, Tim Folster, David Wight and Carol May. Councilor absent: Stan Peterson.

Administration present: Bill Mayo, Laura Engstrom, Travis Roy, Irene Pehrson, Cassandra Pool, David Russell, Danielle Berube, April Buchanan, E.J. Roach, and Kyle Milan.

Others present: Kristi Trafton (City Attorney), UMO liaison, and 1 resident of Old Town.

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Council President Pushor called the meeting to order at 6:47 p.m.

**Approval of the Minutes**

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

March 04, 2024, Regular Council Meeting Minutes.

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

**Approved all in favor, 6-0,**

**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

**(No Report)**

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

- Review of the budget - met with the Finance Committee on March 14<sup>th</sup>. Looking at the total budget and moving that forward at CPI this year which is 3%, that would have increased the budget by about \$763,000. Working on reducing that amount \$37,000 lower than the City's current operating budget that we have now.

Three pieces to the budget:

- The County is up about \$90,000, due to some funding issues in change of enrollments.
- Increases in City Valuation.
- RSU 34 increases at about \$705,000

Finance Committee has asked Bill to work on any places that changes can be made to help the Budget. Bill is also working on getting a handle on City Revenues.

- LD 2006, Sudden and Severe discussions happened today and waiting to see what will happen, but all sounded positive. Along with that, the Finance Committee had asked that a letter get drafted and sent to the Superintendent of RSU 34 pointing out some of these costs and what the cost would be percent wise for an increase like that, roughly 6%. Bill explained the budget process will be difficult this year but the City and the RSU 34 school are looking at as many ways as possible to keep the numbers down.
- Downtown traffic lights at the intersection are a little dark in the area at night as the actual streetlights haven't been attached yet to the mast arms but those will be going on soon.
- RJ Roach, Economic Development Director applied for an ear mark with Senator Collins for the Penny Road business park in the amount of \$3.9 million dollars. Talks with the University of Maine on adding some possible different entrances into that business park possibly off Route two have just started to commence. The City will publicly be thanking Senator Collins and her office for working on getting that for the City.

**VII. Consent Agenda**

**VIII. Public Hearings and Second Reading of Ordinances**

1. The Old Town City Council conducted a Public Hearing on a proposal to change the Official Zoning Map. Specifically, Tax Map 8, Lot 12, as shown on exhibits 1 and 2 from P, Resource Protection to R-4, Seasonal Residence. This proposal was unanimously approved by the Old Town Planning Board at their March 12, 2024, Mtg.

**Council President Pushor:**

**Opened Public Meeting: 7:08 pm, with no public comments,**

**Closed Public Meeting: 7:09 pm.**

1. The City Council considered final approval on the proposal to change the Official Zoning Map. Specifically, Tax Map 33, Lot 52, as shown on exhibits 1 and 2 from P, Resource Protection to R-4, Seasonal Residence.

**Resolved,** the Old Town City Council hereby approves the change to the Official Zoning Map. Specifically, Tax Map 33, Lot 52, as shown on exhibits 1 and 2 from P, Resource Protection to R-4, Rural Residence Farming.

**Roll Call Vote:**

Councilors:

Peterson - Absent	Wight - Yes
Carol May - Yes	Folster - Yes
Pushor - Yes	
McLeod - Yes	
Mike May - Yes	

*Approved all in favor, 6 – 0 (motion passed)*

**XI. Old Business**

**(None)**

**X. New Business**

1. Resolved, the Old Town City Council hereby approves the issuance of a Warrant for the March 05th, 2024 Presidential Primary Election.

Motion made by Councilor May, seconded by Councilor Folster.

*Approved all in favor, 6 – 0 (motion passed)*

2. Resolved, The Old Town City Council approves Resolved, the Old Town City Council hereby approves the Registrar of Voters hours for the March 05<sup>th</sup> 2024, Presidential Primary Election, to be held at the Elks Lodge, 37 Fourth Street, pursuant to Title 21A, M.R.S.A. §101(6) as presented and recommended by the City Clerk.

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 hereby approves discharging Danielle Berube, (Finance Director) from any further obligation to collect the balance due for tax years 2007 – 2022, as stated on the Certificate of Settlement and under the authority contained in MRSA, Title 36, section 763, as amended.

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

*Approved all in favor, 6 – 0 (motion passed)*

4. Resolved, the Old Town City Council hereby approves the renewal applications for a Victualer's Permit, Liquor License, and Special Amusement Permit (Disc Jockey, Bands, and Dancing) for the American Legion Post 75, located at 20 Water Street. Pending City Inspections.

Motion made by Councilor McLeod, seconded by Councilor Folster.

*Approved all in favor, 6 – 0 (motion passed)*

5. 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 Public Safety Personnel matter.

Motion made by Councilor McLeod, at 6:23 pm, to go into Executive Session seconded by Councilor Mike May.

*Approved, 6 – 0, (Motion passed)*

Motion made by Councilor Folster, at 7:09 pm, to come out of Executive Session seconded by Councilor Carol May.

*Approved, 6 – 0, (Motion passed)*

**Adjournment:**

Motion made by Councilor McLeod to adjourn at 7:10 pm, seconded by Councilor Folster.

*Approved all in favor, 6-0 (motion passed)*

Respectfully submitted,  
Laura Engstrom  
City Clerk