

October 07, 2024

Agenda
Regular Council Meeting
City Council Chambers, 2nd 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

September 16, 2024, Administrative Services, Public 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

VII. Consent Agenda

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, 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, as recommended by the Planning Board at their meeting on September 10, 2024.

Open public hearing: _____

Close public hearing: _____

The City Council will consider final approval on the proposed change to the Official Zoning Map.

(Council President Pushor)

Suggested motion: Resolved, the Old Town City Council approves the 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, as recommended by the Planning Board at their meeting on September 10, 2024.

(Councilor Folster)

Roll Call Vote

Council President Pushor _____
 Councilors: Stan Peterson _____
 Carol May _____
 Linda McLeod _____
 Michael May _____
 David Wight _____
 Timothy Folster _____

2. The Old Town City Council will conduct a Second Reading on a proposal to amend Chapter 21, titled Welfare, Appendices A, B, & C (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).

Open public hearing: _____

Close public hearing: _____

The City Council will consider final approval on a proposal to amend Chapter 21, Titled Welfare, Appendices A, B & C of the General Assistance Maximum amounts.

(Council President Pushor)

Suggested motion: Resolved, the Old Town City Council hereby approves a 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 Attachment #1.

(Councilor Wight)

Roll Call Vote

Council President Pushor _____
 Councilors: Stan Peterson _____
 Carol May _____
 Linda McLeod _____
 Michael May _____
 David Wight _____
 Timothy Folster _____

IX. Old Business

X. New Business

1. The City Council will authorize the Finance Director to write off the uncollectable real estate taxes, interest, and lien cost owed for mobile homes as listed below.

Suggested motion: Resolved, the Old Town City Council hereby authorizes the Finance Director to write off the uncollectable real estate taxes, interest, and lien cost owed for mobile homes as listed below.

Tax Payor	Acct	Year(s)	Principal	Interest	Lien Cost	Total
Shawn Gould Ownership change- previous owner won't pay-new owner paid 2025 taxes	2035	2022- 2024	721.66	61.82	338.65	1122.13
Shawn Gould Ownership change- previous owner won't pay-new owner paid 2025 taxes	3635	2020- 2024	1446.80	263.81	454.24	2164.85

(Councilor McLeod)

2. The City Council will consider accepting a Late Redemption of Sewer fees for FY 2023 in the amount of \$1176.62 for Justin & Antonio Thompson, located at 244 Stillwater Ave.

Suggested motion: Resolved, The Old Town City Council hereby accepts a Late Redemption on foreclosed property for Justin & Antonio Thompson for payment of FY 2023 sewer fees in the amount of \$1176.62, which includes any interest, lien costs and \$150.00 late redemption fee. The City Council further authorizes the City Manager to execute a Municipal Quit – Claim Deed.

(Councilor Folster)

3. The City Council will consider issuance of a Municipal Warrant for the November 5th, 2024, Municipal Election.

Suggested motion: Resolved, the Old Town City Council hereby approves the issuance of a Municipal Warrant for the November 5th, 2024, Municipal Election. (Warrant attached)

(Councilor Carol May)

4. The City Council will consider setting hours for the Registrar of Voters for the November 5th, 2024, Municipal Election.

Suggested motion: Resolved, the Old Town City Council hereby approves the Registrar of Voters hours for the November 5th, 2024, City of Old Town Municipal Election, pursuant to Title 21A, M.R.S.A. §101(6) as presented in the attachment and recommended by the City Clerk.

(Councilor Wight)

5. The City Council will consider appointing a City Council member as a Chairperson to the JRL (Juniper Ridge Landfill) Committee.

Suggested motion: Resolved, the Old Town City Council hereby appoints Councilor _____ as the Chairperson from the City Council to the JRL (Juniper Ridge Landfill) Committee.

(Councilor McLeod)

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

Dennis Dumas Jr.

DATE:

September 10, 2024

[Handwritten signatures of board members]



[For use when adopting updated appendices only without amending the body of an existing GA ordinance]

MUNICIPALITY OF Old Town
GENERAL ASSISTANCE ORDINANCE

Pursuant to 22 M.R.S. § 4305(1), the municipal officers of the Municipality of Old Town, after notice and hearing, hereby amend the municipal General Assistance Ordinance by repealing and replacing appendices A through H of the existing ordinance with the attached appendices A through H, which shall be in effect from October 1, 2024 through September 30, 2025. This amendment will be filed with the Maine Department of Health & Human Services (DHHS) pursuant to 22 M.R.S. § 4305(4), and a copy of the ordinance and amended appendices shall be available for public inspection at the municipal office along with a copy of the 22 M.R.S. chapter 1161.

Signed this 7th day of October, 2024, by the municipal officers:

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

[Please send a copy of the enactment page only to DHHS, 109 Capitol Street, SHS 11, Augusta, ME 04330-0011]

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

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

Warrant for Municipal Election State of Maine

County of Penobscot, ss.

To David White a Constable [or resident] of Old Town:
(Name of Constable or Resident)

You are hereby required in the name of the State of Maine to notify the voters of Old Town of the election described in this warrant.

To the voters of Old Town: **WARD ONE**

You are hereby notified that the Municipal Election in this municipality will be held at **The Elks Lodge, 37 Fourth Street** on the first Tuesday of November, the same being the 5th day in the year of our Lord two thousand twenty-four (2024) for the purpose of effecting the election to the following office:

All Elected at Large:

- **TWO MEMBERS OF THE CITY COUNCIL FOR A TERM OF THREE YEARS**
- **TWO MEMBERS OF THE RSU #34 SCHOOL BOARD FOR A TERM OF THREE YEARS**
- **UTC REG. 4 SCHOOL MINOR CAPITAL REFERENDUM QUESTION**

The polls shall be opened at 7:00 a.m. and close at 8:00 p.m.

The Registrar of voters will hold office hours while the polls are open to correct any error in or change a name or address on the voting list; to accept the registration of any person who becomes 18 years of age on election day, or after the close of registration prior to it; and to accept new enrollments. A person who is not registered as a voter may not vote in any election.

Given under our hands in Old Town this 7th day of October in the year of our Lord two thousand twenty – four (2024).

Majority of Municipal Officers of Old Town

A true copy of the Warrant and Notice of Election.

Attest: _____
Laura Engstrom-Old Town City Clerk

State of Maine

OFFICER'S RETURN

County of Penobscot, ss.

I certify that I have notified the voters of Old Town in Ward One of the time and place of the Municipal Election by posting an attested copy of the within warrant at:

The Elks Lodge, 37 Fourth Street Old Town Maine

(Place of Posting)

a conspicuous, public place within Old Town and ward One

on _____ which is at least 10 days prior to election day.
(Date of posting)

Dated at Old Town this _____ day of October, 2024

Attest:

Constable or Resident of Old Town



CITY OF OLD TOWN
VOTER REGISTRATION HOURS

The Registrar of Voters and deputy registrars will be at the following locations to register new voters and correct the voting list. The dates are as follows:

October 02, - November 04, 2024

City Hall Clerk's office 265 Main Street, during business hours.

7:00 A.M. TO 5:00 P.M.

November 05, 2024 - ELECTION DAY

Deputy Registrars will be at the polls, Elks Lodge, 37 Fourth Street

7:00 A.M. TO 8:00 P.M.

REGISTRAR OF VOTERS: Laura Engstrom
DEPUTY REGISTRAR: Kelly Moody
DEPUTY REGISTRAR: Catherine Martinage
DEPUTY REGISTRAR: Madison Ruopp



**City of Old Town
Administrative Services Committee Minutes
September 16, 2024**

Administrative Services Committee members convened September 16, 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 Pushor (ex-officio)

Other Councilors Present – Wight and Folster
Councilor Peterson, absent.

Administration present - Bill Mayo, Laura Engstrom, Travis Roy, Cassandra Pool, EJ Roach, John Rouleau, Dave Russell and David White.

Others present – 3 members of the JRL, Juniper Ridge Landfill Committee (Ralph Leonard, Peter Dufour, and Ted Shina), Cody Anderson (Northwoods Air), and UMaine liaison.

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

Travis Roy, Assistant Manager updated the Committee on the status of the revised Employee handbook. He stated he would be providing some bullet points on the updates to the Committee at a later Council meeting and that all Councilors would get an updated Employee handbook when finalized.

Adjournment

Motion made by Councilor McLeod to adjourn, seconded by Councilor Carol May, at 6:03 p.m.

Approved all in favor, 4-0 (motion passed)

Respectfully submitted,
Laura Engstrom
City Clerk



City of Old Town

Public Services Committee Minutes September 16, 2024

Public Service Committee members convened September 16, 2024, in the Old Town City Council Chambers, 265 Main Street

Committee members present: Councilors, Dave Wight (Chair), Michael May, and Council President Chris Pushor (ex-officio), Absent: Councilor Peterson.

Other Councilors Present: Timothy Folster, Linda McLeod, and Carol May.

Administration Present: Bill Mayo, Laura Engstrom, Travis Roy, Cassandra Pool, EJ Roach, John Rouleau, Dave Russell and David White.

Others Present: 3 members of the JRL, Juniper Ridge Landfill Committee (Ralph Leonard, Peter Dufour, and Ted Shina), Cody Anderson (Northwoods Air), and UMaine liaison.

Councilor Dave Wight called the meeting to order at 6:04 p.m.

1. Discussion of past Spring Cleanups with the Committee.
 - process took about a month and countless public works employees and time used.
 - residents from other towns utilizing Old Town's Spring cleanup process, making for much added waste removal.

A proposal made by Travis Roy, Assistant Manager and John Rouleau, Public Works Director, was to have some "open" weekends at the Transfer Station for free waste removal with a ticket of residency provided to Casella, who would run the cleanup process. Travis and John will get back to the Committee/Council on the amount it would cost for Casella to head up the Spring Cleanup drop off process.

2. Updates on the Juniper Ridge Benefit Determination.
 - Bill Mayo updated the Committee on the progress of the Juniper Ridge Benefit Determination.
 - Members of the JRL, Juniper Ridge Landfill Committee (Ralph Leonard, Ted Shina, and Peter Dufour) all spoke to the Committee.

The full updates and discussions can be viewed at this link.

https://old-town.org/vertical/sites/%7BF7FABD96-D29C-4681-A9ED-8F3156759DC9%7D/uploads/GMT20240916-220005_Recording_640x360.mp4

Adjournment

Motion made by Council President Pushor, seconded by Councilor Mike May, moved to adjourn at 6:50 p.m. *Approved, all-in favor, 3-0 (motion passes)*

Respectfully submitted,
Laura Engstrom
City Clerk



**City of Old Town
Special Council Meeting Minutes
September 16, 2024**

Council convened September 16, 2024, in the City Hall Council Chambers, 265 Main Street

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

Administration present: - Bill Mayo, Laura Engstrom, Travis Roy, Cassandra Pool, EJ Roach, John Rouleau, Dave Russell and David White.

Others present: 3 members of the Landfill Advisory Board (Ralph Leonard, Peter Dufour, and Ted Shina), Cody Anderson (Northwoods Air), and UMaine liaison,

Council President Pushor called the meeting to order at 6:51 p.m.

Approval of the Minutes

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

September 03, 2024, Regular Council meeting minutes.

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

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 Councilor

- Councilor Wight asked for an update on the Herbert Sargent Building and Bill Mayo, City Manager said it's a legal matter that is still ongoing.

D. City Attorney

(No Report)

E. Special Committees

(No Report)

F. City Manager

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

- Information on the CIX train tracks and repair of the tracks left a train idling on the tracks for a number of days, causing complaints. Not much the City can do about it but Bill has asked that the City have a heads up if something like this happens again, from CIX. Councilor Mike May interjected saying residents of French Island are concerned with the fast speed of the train while going past their residence and inquiring if there are regulations to speed when traveling through a town or City. Bill said he would check into it.
- Brookpipe project going to start on October 7th, sending out notifications to residents in that area. Project will take about 2 weeks to complete.
- Llewellyn Estes bridge bump out has a proposed design feature now. It will be an inset canoe in the seating. Bill is going to send out the design drawing to the City Council.

Consent Agenda (None)

Public Hearings and Second Reading of Ordinances

1. Motion made 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 as presented and approved by the Old Town Planning Board at there 09/10/2024 meeting.
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:

Opened Public Hearing 6:57 pm, David Russell addressed the Council and spoke to them on the Zoning Change information. No Public Comment.

Closed Public Hearing 6:59 pm.

- 1a. 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.

Motion made by Councilor Folster, seconded by Councilor Wight.

Approve all in favor, 6 – 0.

2. The City Council conducted 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:

Opened Public Hearing 7:00 pm, and with no Public Comment,

Closed Public Hearing 7:01 pm.

- 2a. 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.

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

Approve all in favor, 6 – 0.

Old Business (None)

New Business:

1. 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)

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

Approve all in favor, 6 – 0.

2. 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.

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.

Motion made by Councilor Wight, seconded by Councilor McLeod.

Approve all in favor, 6 – 0.

3. 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 7:05 pm, seconded by Councilor Mike May.

Approved all favor, 6 – 0.

Motion made by Councilor Folster, to come out of Executive Session at 7:50 pm, seconded by Councilor McLeod.

Approved all favor, 6 – 0.

Adjournment:

Motion to adjourn at 7:51 pm made by Councilor McLeod, and seconded by Councilor Mike May.

Approved all favor, 6 – 0.

Respectfully submitted,
Laura Engstrom
City Clerk