



**City of Old Town
Financial Services Committee Minutes
November 20, 2023**

Finance Committee members convened November 20, 2023, in the Old Town City Hall Council Chambers, 265 Main Street

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

Other Councilors Present: Carol May, and David Wight
Councilor absent: May May

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

Others Present: Cynthia Mehnert (City Attorney) and 12 Old Town residents.

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

1. Danielle Berube updated the Committee on the October 2023 financials.
2. Councilor Pushor addressed the Committee and gave an update on the 1-year anniversary of the partnership with the YMCA and the City to provide free membership to all students residing in Old Town. The partnership has been a success and Councilor Pushor recommended for the program to continue. Next Council meeting Dec. 4th motion going to be made and a vote to extend the free membership for students to go to the YMCA for another year.
 - Councilor Wight had a question for Danielle Berube, Finance Director. Under the balance sheet, custodial account there is a balance of \$38,405 for a Skate Park. He suggested as the City is not likely to build such a park that the funds be used elsewhere for recreation or towards the YMCA dues. Bill Mayo advised that the money was in the reserves so the Council could approve authorizing the money gets used elsewhere.

Adjournment: Motion made by Councilor Peterson, seconded by Council President McLeod to adjourn, at 6:12 p.m.

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

Respectfully submitted,
Laura Engstrom, City Clerk



**City of Old Town
Committee of the Whole Minutes
November 20, 2023**

Committee of the Whole: Council President Linda McLeod, Councilors - Stan Peterson, Carol May, Chris Pushor, Dave Wight, and Tim Folster. Councilor absent: Mike May.

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

Others Present: Others Present: Cynthia Mehnert (City Attorney) and 12 Old Town residents.

President Linda McLeod called the Committee of the Whole meeting to order at 6:12 pm.

1. Discussion on the Expanded Archery Deer Hunt permitted on City of Old Town owned property.
 - Bill Mayo, City Manager provided the Committee with the background process of when the Expanded Archery Permits started and why. Data was collected by Inland Fisheries and Wildlife on car to deer accidents, deer related conflicts with residents eating gardens/flowerbeds and Lyme disease prevention. The amount of expanded archery permits has significantly decreased since it first was introduced.
2013 – 151 permits
2023 – 34 permits so far.
Bill said that more information will be provided to the public and will be posted in the Community Connector when expanded bow hunting takes place and areas on City owned land that can be hunted. A \$5.00 permit is required to hunt, purchased at City Hall.
 - Sergeant Warden Alan Gillis from the Maine Warden Service addressed the Committee to answer any questions that arose:

Council President McLeod asked the Warden about how many deer could be harvested during this expanded archery hunt. He replied “one antler permit and as many antlerless permits as they wish.”
Expanded Archery hunting goes from the first Saturday in September until the first Saturday in December.

Councilor Pushor asked if the Warden Service has known of any violations in the past couple of years for illegal hunting, damage to property on Marsh Island. He replied, “so some baiting has been going on and that’s an issue but beyond that not a lot of issues.”

Councilor Wight asked if the Warden knew of any bow hunting accidents that may have occurred in this area? The Warden replied, ‘He was not aware of any accidents that have happened.’”

Council President Mcleod asked about if a private property owner is giving permission for an individual to hunt on there land is written notice required for abutters?

The Warden replied “you have Town Ordinances, and you have State law so Under State law if you erect a blind or Tree stand, they need to get permission from the landowner and notify the abutters 72 hours in advance. He stated our local Ordinance is more restrictive than that.”

Councilor Carol May suggested the City post hunting signs in the areas of City Owned property that can be hunted. Penney Road, Transfer Station, and the airport.

Councilor Folster stated residents would have to contact our local legislatures/Commissioners to get any change in the Sate hunting laws addressed.

2. Discussion on the Winter Parking Permits price of \$250.00 per permit.

- Council President Mcleod stated that it was her understanding the landlord was supposed to be purchasing permitted spots for the tenants to park during the winter parking ban and that was not being done. The tenants are having to buy the parking permits at \$250.00 per year. Trying to figure out a way to have the Council approve and adjust the fee associated with this permit.
- Bill Mayo, City Manager stated that in 2012 was when this fee got changed to \$250.00 and it has not changed since then. In looking at the City Ordinance the Parking Ordinance has been in effect since 1972, through our Zoning Ordinance, the Downtown Commercial Zone. This allows any property that doesn’t have on – site parking to have an apartment as long as they are 400 feet from a municipal parking lot. If an ordinance change was to take place, then the Planning Board would address that requirement. Requiring a permit is helpful for Public Works to be too able to clear parking lots in snow removal and assist the Police Department in which cars are supposed to be in the municipal lots and those that shouldn’t be there. Even if the Council decided to not charge for a winter parking permit, they would still have to be issued one to hang in the vehicle and park in the designated areas to address snow removal. The process would still be the same for overnight parking in permitted areas.

The revenue to the City for winter parking permits is quite minimal. Tenant having guests overnight would need to get a visitors pass form the Police Station with the dates of stay and license plate number.

- Councilor Peterson suggested a \$25.00 fee sounded reasonable, instead of the \$250.00. It would let the City (Public Works, Police Station) be able to keep track of who's parking overnight in municipal lots.
- The Council agreed to move this suggested motion of a fee change of the Winter Parking Permit to the next regular Council for a vote. The parking permits would also only be available to Downtown apartments that need on – site parking.

Respectfully submitted,
Laura Engstrom
Old Town City Clerk



**City of Old Town
Special Council Meeting Minutes
November 20, 2023**

Council convened November 20, 2023, in the City Hall Council Chambers, 265 Main Street

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

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

Others present: Others Present: Cynthia Mehnert (City Attorney) and 12 Old Town residents.

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

Approval of the Minutes

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

November 06, 2023, Regular Council Meeting Minutes.

Motion made by Councilor Folster, seconded by Councilor Wight.

Approved, 6-0,

Petitions, Communications, and Citizens' Requests

- Resident of High Street addressed the Council displeased with the actions the City took against the home owner owning poultry in a General Residence Zoned area. The resident stated they were unaware of the legal actions taken against them and received no notification notices.
Resident was upset on the reports of a possible lawsuit posted in the local newspaper and Social Media outlets. The publicity made her feel unsafe at her residence as the articles listed her address.
- Two residents spoke about their continued concerns over the Expanded Archery permitted hunting allowed on City owned property, along with private homeowners allowing bow hunting on their within City limit properties.
- Several residents spoke to the City Council addressing their concerns with the Winter Parking Permits. Price being not reasonable and location of municipal parking in relation to where they live. The City Council will make a motion next meeting Dec. 04, 2023 to address those concerns.

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:

- A request from a gentleman to put up a plaque or erect a bench in honor of Dr. Ritter recognizing his work over the years will be coming up in the future.
- Casella is working on a better-quality trash bag. Trash in white trash bags will not be picked up and a notice will be sent to the homeowner explaining this. Bill will follow up with Pine Tree about if the lid on the trash can gets blown open by the wind, the trash should still be picked up and placement of the trash cans after trash is dumped into garbage truck.
- Downtown lights pedestrian crossing push buttons are working now.
- Festival of Lights Parade, Kayak Tree Lighting and Fire Works will be Saturday Nov. 25.

VII. Consent Agenda

1. Resolved, the Old Town City Council approves the renewal of a Victualer's License for Michael Newell, d/b/a Subway, located at 255 Main Street. Pending any City inspections.

Motion made by Councilor Peterson, seconded by Councilor Pushor.
Approved all in favor, 6 – 0 (motion passed)

VIII. Public Hearings and Second Reading of Ordinances

(None)

IX. Old Business

(None)

X. New Business

1. Resolved, the Old Town City Council hereby accepts four Grants, totaling \$16,000 from The Nature Conservancy on the installation of the Electric car charging stations.

Motion made by Councilor Carol May, seconded by Councilor Folster.
Approved all in favor, 6 – 0 (motion passed)

2. Resolved, The Old Town City Council approves two abatements of taxes on the FY 2022 and FY 2023 tax bills. \$1497.30 and \$1493.10, consecutively for Gary Craig and Sarah Turner, joint owners of 1050 Kirkland Road.
Reason for Abatement: Dwelling square footage was incorrect and condition of decks were incorrect.

Motion made by Councilor Wight, seconded by Councilor Carol May.
Approved all in favor, 6 – 0 (motion passed)

Adjournment

Motion made by Councilor Pushor to adjourn at 8:03 pm, seconded by Councilor Wight.

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

Respectfully submitted,
Laura Engstrom
City Clerk