



**City of Old Town
Financial Services Committee Minutes
February 20, 2024**

Finance Committee members convened February 20, 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, Lee Miller, David Russell, Danielle Berube, April Buchanan, and Kyle Milan.

Others Present: Kristi Trafton (City Attorney), 2 UMO liaisons.

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

1. Danielle Berube, Finance Director updated the Committee on the January 2024 Financials and passed out the completed 2023 Audit books to all of the Councilors.

Adjournment: Motion made by Councilor McLeod, seconded by Council President Pushor to adjourn, at 6:10 p.m.

Approved all in favor, 3-0 (motion passed)

Respectfully submitted,
Laura Engstrom
City Clerk



**City of Old Town
Special Council Meeting Minutes
February 20, 2024**

Council convened February 20, 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, Lee Miller, David Russell, Danielle Berube, April Buchanan, and Kyle Milan.

Others present: Others Present: Kristi Trafton (City Attorney), 2 UMO liaisons.

Council President Pushor called the meeting to order at 6:11 p.m.

Approval of the Minutes

Resolved, the Old Town City Council hereby approves as presented:
February 05, 2023, Regular Council Meeting Minutes.

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

Approved, 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:

- Bureau of General Services held their public hearing last Thursday on the expansion at Juniper Ridge Landfill. The City will have 45 days to provide comments on the hearing. Bill talked with DEP and the next part would be a public benefit determination. They would have meetings in this region for people to attend and be able to voice any concerns that they would have on the expansion.
- New metal roof was put on the Old Town Animal Orphanage. Wind storms this winter took off shingles from the old existing roof, damaging it.
- LD 646, the Finance Committee will meet, and the City will be getting the second half of our tax stabilization dollars. Not sure on the timeframe of the payment but it will be timely in this year's budget.
- Main Development Foundation has reached out requesting a support letter from the City as they are working on applying for Grants. The Grants would be for a Forestry Product Tech Hub, being the fact, we are very close to the UMO and a Mill that's in flux right now.
- Downtown traffic lights almost finished and functional.

VII. Consent Agenda

VIII. Public Hearings and Second Reading of Ordinances

1. The Old Town City Council conducted a Public Hearing and a Second Reading on a 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. This proposal was unanimously approved by the Old Town Planning Board at the December 12, 2023, Meeting.

Council President Pushor:

Opened Public Meeting: 6:19 pm, with no public comments,

Closed Public Meeting: 6:20 pm.

2. 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 05th 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 7:09 pm, seconded by Councilor Folster.

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

Respectfully submitted,
Laura Engstrom
City Clerk

Warrant for Presidential Primary Election State of Maine

County of Penobscot, ss.

To _____ 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 1-1 and 5-1**

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

The polls shall be opened at 7:00 a.m. and closed 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.

Given under our hands in Old Town this 20th day of February 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 1-1 & 5-1 of the time and place of the Presential Primary 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 1-1 & 5-1

on _____ which is at least 10 days prior to election day.

(Date of posting)

Dated at Old Town this _____ day of _____, 2024

Attest:

Constable or Resident of Old Town

