



## City of Old Town

### Administrative Services Committee Minutes October 17, 2022

Administrative Services Committee members convened October 17, 2022, in the Old Town City Hall Council Chambers, 265 Main Street.

Committee members present - Councilors, Linda McLeod (Chair), Stan Peterson, Michael May, and Council President Tim Folster.

Other Councilors Present - Dave Wight and Chris Pushor

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

Others present - Tim Pease (City Attorney) and Debra Boyd (CEO, Old Town – Orono YMCA)

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

Travis Roy, Assistant Manager updated the Committee on the City of Old Towns' usage and details on the electric car leases.

- One year into a three-year lease for 4 Hyundai Kona electric cars. Two cars residing at the City Hall building, one at the Police Station, and one as a courtesy car at Dewitt Field Airport.
- Terms are 36 months for \$0.00, because of a combined Efficiency Maine rebate and Hyundai rebate for school systems and municipalities.
- There is a learning curve with the charging of the cars and how long the battery will stay charged for traveling.
- As of September 13<sup>th</sup>, there has been a combined total of 15,829 miles for the four vehicles.
- Drivability in winter does not appear to be a problem as the cars are heavier than an average front wheel drive vehicle.
- Maintenance has been very minimal for the electric cars.
- “Exploring grant funding opportunities” for municipalities.

#### **Adjournment**

Motion made by Councilor Peterson to adjourn, seconded by Councilor Mike May, at 6:07 p.m.

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

Respectfully submitted,  
Laura Engstrom  
City Clerk



**City of Old Town  
Financial Services Committee Minutes  
October 17, 2022**

Finance Committee members convened October 17, 2022, in the Old Town City Hall Council Chambers, 265 Main Street

Committee members present: Councilors, Linda McLeod, Stan Peterson, Chris Pushor and Council President Tim Folster

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

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

Others present: Tim Pease (City Attorney) and Debra Boyd (CEO, Old Town – Orono YMCA)

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Councilor Peterson called the meeting to order at 6:11 p.m.

1. Danielle Berube, Finance Director updated the Committee on the September 2022 Financials.
  - Council President Folster questioned the overage in expenses for the Airport in the budget. Danielle said she would research and get back to the Council with an explanation of the overage.

**Adjournment**

Motion made by Council President McLeod, seconded by Councilor Pushor, moved to adjourn at 6:17 p.m. **Approved, all-in favor, 4-0 (motion passed)**

Respectfully submitted,  
Laura Engstrom  
City Clerk



**City of Old Town  
Special Council Meeting Minutes  
October 17, 2022**

Council convened October 17, 2022, in the City Hall Council Chambers, 265 Main Street

Councilor's present: Council President Tim Folster, David Wight, Chris Pushor, Linda McLeod, Stan Peterson, Carol May and Mike May

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

Others present: Tim Pease (City Attorney) and Debra Boyd (CEO, Old Town – Orono YMCA)

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Council President Tim Folster called the meeting to order at 6:17 p.m.

**Approval of the Minutes**

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

October 03, 2022, Regular Council meeting minutes.

Motion made by Councilor Wight, seconded by Councilor Peterson.

**Approved, 7-0, (motion passed)**

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

**None**

**Reports**

A. Council President

B. Standing Committees - Administrative Services, Economic Development, Finance Services, and Public Services.

**No Report**

### C. City Councilors

Councilor McLeod updated the City Council on the information from the planning board meeting she attended on October 11<sup>th</sup>.

- The Planning Board approved a natural gas project with NEWSME (Juniper Ridge Landfill).
- Case #1554 is a site plan review for 1123 Main Street on the repurposing of four buildings and moving them to the University Park to set them up as apartments.

Councilor McLeod also stated she had read the Comprehensive Plan on the City of Old Town's website and questioned why it still says it's a draft, when it is the final report. She asked Bill Mayo, City Manager to have that information updated. The City Council will have a workshop on understanding or updating the three Zones in Old Town.

### D. City Attorney

**No Report**

### E. Special Committees

**No Report**

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

- Seasonal property owners are now able to purchase residential stickers for the Transfer Station.
- Taxiway B started last week, it's a 1.1-million-dollar project at the airport.
- Received information from Oliver associates on the abutters section of the Brook pipe where we need to establish right of ways to put this project out to bid. Bill Mayo will be forwarding that information to Tim Pease (City Attorney) to clarify the right of ways with the abutters.
- ND papermill is undergoing its annual maintenance through October. They are doing approximately 46 million dollars' worth of retrofitting and maintenance to the mill.
- Have the final plans on the downtown traffic lights from Sebago and it will be going out to bid soon with a projected start date next spring.

### Consent Agenda

**None**

## Public Hearings and Second Reading of Ordinances

1. Resolved, the Old Town City Council hereby approves 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, 2022, through September 30, 2023.

**Council President Folster opened the Public Hearing at 6:25 pm, and with no public comments closed the hearing at 6:26 pm.**

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

**Roll Call Vote, approved all in favor, 7 - 0 (motion passed)**

Councilor Wight: Yes

Councilor Pushor: Yes

Council President Folster: Yes

Councilor Carol May: Yes

Councilor Michael May: Yes

Councilor McLeod: Yes

Councilor Peterson: Yes

2. Resolved, the Old Town City Council hereby approves the proposal to amend the current ordinance under Chapter 20 labeled, for Taxi and Livery Vehicles. The proposed amendments are as follows:

Under Section 20-9 Subsection (A)

For the first 1/6 of a mile or fraction therefor: \$2.50 will be increased to \$3.60

For each 1/6 of a mile or fraction thereafter \$0.35 will increase to \$0.60

Under Section 20-9 subsection (E)

Maximum rate would increase from \$21.00 per hour to \$36.00 per hour.

**Council President Folster opened the Public Hearing at 6:28 pm, and with no public comments closed the hearing at 6:29 pm.**

Motion made by Councilor Pushor, seconded by Councilor McLeod.

**Roll Call Vote, approved all in favor, 7 - 0 (motion passed)**

Councilor Wight: Yes

Councilor Pushor: Yes

Council President Folster: Yes

Councilor Carol May: Yes

Councilor Michael May: Yes

Councilor McLeod: Yes

Councilor Peterson: Yes

## Old Business

None

## New Business

1. Resolved, the Old Town City Council hereby approves a renewal application for a Liquor License for Krisanthi Shanos, d/b/a Angelo's Pizzeria, 484 Stillwater Avenue, pending City inspections.

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

**Approved all in favor, 7 – 0, (motion passed)**

2. Resolved, the Old Town City Council hereby approves the new applications for a Liquor License and Victualer's License for Jack – Vu, the new owner of Happy Thai Cuisine, located at 151 Main Street in Old Town, pending City inspections.

Motion made by Councilor McLeod, seconded by Councilor Pushor.

**Approved all in favor, 7 – 0, (motion passed)**

3. 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 the Contract on the Herbert Sargent Building between the City of Old Town and the Rec. Department.

Motion made by Councilor Carol May to go into Executive Session at 6:31 pm, seconded by Councilor Mike May.

**Approved all in favor, 5 – 0, (motion passed), Councilor Peterson and Councilor Wight recused themselves for personal affiliations.**

Motion made by Councilor McLeod to come out of Executive Session at 7:30 pm, seconded by Councilor Mike May.

**Approved all in favor, 5 – 0, (motion passed)**

## Adjournment

Motion made by Councilor Pushor to adjourn at 7:31 pm, seconded by Councilor McLeod

**Approved all in favor, 7-0 (motion passed)**

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Respectfully submitted,  
Laura Engstrom  
City Clerk