



OCTOBER 15, 2018  
MONDAY  
6:30 P.M.

# CITY OF OLD TOWN FINANCE COMMITTEE AGENDA

City Hall-Council Chambers, 2<sup>nd</sup> Floor  
265 Main Street-Old Town, ME

1. **Call to Order** (Please silence or turn off cell phones)

2. **Sidewalk improvements**

The Committee will discuss the installation of Pedestrian Road Crossing Lights and sidewalk improvements near the area of the Housing Authority's elderly housing on Main Street.

3. **Finance Department**

The Finance Director would like a recommendation to the full Council authorizing her to create a Reserve Account for monies received from the Municipal Review Commission/PERC.

3. **Adjournment**

#### **FUTURE AGENDA ITEMS**

*Heavy Equipment Replacement Capital Account Discussion  
Public Safety, Library,  
UDAG Loan Discussion  
Foreclosures  
IT-Phones, Upgrade, IT Staffing  
Legislative Affairs  
RSU #34 Update*

**Note:** The Finance Committee is composed of Councilors Peterson (Chair), May, Nuttall and Council President Mahan.



**OCTOBER 15, 2018**

**MONDAY**

**Immediately following Finance Comm. Mtg.**

**CITY OF OLD TOWN  
PUBLIC SERVICES COMMITTEE  
AGENDA**

**Old Town City Hall  
Council Chambers, 2<sup>nd</sup> floor  
265 Main Street, Old Town, Maine**

1. **Call to Order** (Please turn off or silent cell phones)

2. **Penobscot River Paddling Trail**

The Committee will hear a request to establish a campsite for paddlers on City Owned Property located on the north shore of the Stillwater River.

3. **Adjournment**

**FUTURE AGENDA ITEMS**  
*Special Projects*

**Note:** The Public Services Committee is composed of Councilors May (Chair), Ketchen, Brissette and Council President Mahan.



**OCTOBER 15, 2018**

**MONDAY**

**Immediately following the Public Services Comm. Mtg.**

**AGENDA**  
**SPECIAL 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.**
- V. PETITIONS, COMMUNICATIONS AND CITIZENS' REQUESTS**
- VI. REPORTS**
  - A. Council President**
  - B. Standing Committees (Finance, Public, Administrative & Economic Services; Landfill, Legislative, Sewer, Airport & Housing sub-committees)**
  - C. City Councilors**
  - D. City Attorney**
  - E. Special Committees**
  - F. City Manager**
- VII. CONSENT AGENDA (New Business items)**
- VIII. PUBLIC HEARINGS AND SECOND READING OF ORDINANCES**
- IX. OLD BUSINESS**
- X. NEW BUSINESS**
  - 1. The City Council will consider authorizing the Finance Director to carry forward the balances in the Municipal General Fund accounts and Pollution Control accounts. This is an annual year-end accounting authorization.**

Suggested motion: Resolved, the Old Town City Council hereby approves authorizing the Finance Director to carry forward funds in the Municipal General Fund accounts and Pollution Control accounts as listed in Attachment #1.

(Councilor Nuttall)

2. The City Council will consider authorizing the Finance Director to transfer funds from Fund Balance for the installation of Pedestrian Road Crossing Lights and sidewalk improvements on Main Street.

Suggested motion: Resolved, the Old Town City Council hereby authorizes the Finance Director to transfer funds in an amount not to exceed \$5,000 from Account #03800 Fund Balance to Capital Projects-Sidewalks Account #7200-0010 to pay for the installation of Pedestrian Road Crossing Lights and sidewalk improvements on Main Street.

(Councilor Peterson)

3. The City Council will consider going into Executive Session for the purpose of discussing a Personnel matter.

Suggested motion: 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 Personnel matter.

(Councilor May)

## **XI. ADJOURNMENT**

# Attachment #1

## City of Old Town

### Carryforward Recommendation

Unexpended Balances from FY2017/2018 Carried Forward to FY2018/2019 Budget

Dept.	Account	Description	Amount	Reserve Fund
1015	0268	Safety Incentive	3,850.17	
1015	0536	EMPLOYEE BENEFITS - WELLNESS PROGRAM	2,710.58	
1200	0540	CITY MGR. ADMIN - CONTINGENCIES	9,851.83	
1220	0236	INFORMATION TECH - TRAINING & MATERIAL	3,000.00	
1220	0265	INFORMATION TECH - EQUIP MAINT & REPAIR	4,000.00	
1220	0299	INFORMATION TECH - OTHER CONTRACTUAL	27,698.02	
1420	0299	J R LANDFILL - OTHER CONTRACTUAL	258,242.15	
5500	0430	CONCERTS IN THE PARK	3,456.40	
7200	0010	SIDEWALKS	-	
7200	0020	CAPITAL PROJECTS - ADA IMPROVEMENTS	12,926.15	
7200	0030	CAPITAL PROJECTS - BROOK PIPE	38,787.00	
7200	0100	CAPITAL PROJECTS - REVALUATION	10,000.00	
7200	0171	CAPITAL PROJECTS - POOL REPAIR	10,000.00	
7200	0185	CAPITAL PROJECTS - WOODLAND AVE REPAIR	23,340.50	
7200	0200	CAPITAL PROJECTS - PENNY ROAD	50,000.00	
7200	0210	CAPITAL PROJECTS - RECODIFICATION	6,373.78	
7200	0240	CAPITAL PROJECTS - POPLAR STREET	10,000.00	
7200	0300	CAPITAL PROJECTS - STORMWATER PHASE I	33,232.00	
7200	0350	CAPITAL PROJECTS - GRANT MATCH	19,108.02	
7200	0360	CAPITAL PROJECTS - PLAYGROUND EQUIPMENT	5,000.00	
7200	0380	CAPITAL PROJECTS - TRAFFIC LIGHTS	3,528.04	
7200	0385	CAPITAL PROJECTS - ENERGY PROJECTS	88,864.68	
Total Carry forward reserve 04050			623,969.32	
Unexpended reserve amounts to add to reserves				
1215	0206	ECONOMIC DEVL - MKTING & MATERIAL (balance of dept. unexpended)	-	03450
1215	0299	ECONOMIC DEVL - OTHER CONTRACTUAL	-	03450
7100	0414	CAPITAL EQUIP. RESERVE - TECH - OTHER CAPITAL OUTLAY	13,464.97	03490
7000	0414	CAPITAL EQUIP. RESERVE - HEAVY - OTHER CAPITAL OUTLAY	71,249.72	03500
7300	0353	Building Reserve - Building Capital Outlay	-	03660
Total transferred to reserve accounts			708,684.01	

# Pollution Control Carryforward Recommendation

Unexpended Balances from FY2017/2018 Carried Forward to FY2018/2019 Budget

Department	Account	Description	Amount Reserve Fund	
8300	0195	GIS PROJECT	20,000.00	
8300	0800	Sewer Rate Study	10,000.00	
8300	0900	Headworks Pump	5,000.00	
8300	0915	Pump Station Engineer	16,667.91	
8300	0925	COMPUTER SYSTEM	6,500.00	
8300	0930	HEADWORKS INVENTORY	10,000.00	
8300	0940	LEGAL & ENGINEERING	5,000.00	
8300	0945	INTERCEPTOR CLEANING	42,142.50	
8300	0950	CSO FLOWMETER	10,000.00	
8300	0960	RBC REPLACEMENT	146,582.09	
83000	0970	Stillwater Bridge (2020)	200,000.00	
8300	0975	Manhole Repairs	27,715.72	
8300	0980	I & I STUDY	49,754.95	
8300	0985	LINE REPAIR	80,000.00	
8300	0990	TV Collection System	40,000.00	
		Amount for 04050	669,363.17	04050
Unexpended reserve amounts to add to reserves				
8100	0414	Short lived Assets	84,716.00	02790
8200	0830	Flusher Truck	25,000.00	02750
8010	0414	Other Capital Outlay	9,100.00	02760
8015	0414	Other Capital Outlay	27,915.11	02750

Total transferred to reserve accounts

816,094.28