

June 03, 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

May 20, 2024, Economic Services, Financial 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

1. The City Council will consider approval of a renewal application for a Liquor License for Old Town Bowling Center, LLC. Located at 156 Center Street.

Suggested motion: Resolved, the Old Town City Council hereby approves the renewal application of a State of Maine on - premises Liquor License for Old Town Bowling Center, LLC. Located at 156 Center Street, pending City inspections.

2. The City Council will consider approval of a Victualer’s License renewal application for Thymios Kotsias , d/b/a Riverside House of Pizza, LLC, 4 Free Street.

Suggested motion: Resolved, the Old Town City Council hereby approves a Victualer’s License renewal for Thymios Kotsias, d/b/a Riverside House of Pizza, LLC, 4 Free Street, pending City inspections.

(Councilor Carol May)

VIII. Public Hearings and Second Reading of Ordinances

1. The Old Town City Council will conduct a public hearing on the proposed FY 2024-2025 Municipal, County and School Budget.
The budget calls for City expenditures of \$16,860,272, Penobscot County Taxes of \$1,103,373 and RSU #34 expenditures of \$6,252,418 for a total City, County and RSU #34 Budget of \$24,216,063 with total City revenue of \$10,015,926 and reserve transfers of \$2,302,821 for a net property tax requirement of \$11,897,316.

Open Public Meeting: _____

Close Public Meeting: _____

(Council President Pushor)

- 1a.) The Old Town City Council will consider a motion scheduling a Second Reading for final approval on the FY 2024-2025 Municipal, County and School Budgets.

Suggested motion: Resolved, the Old Town City Council hereby approves scheduling a Second Reading on June 17, 2024, for final approval on the proposed budget calls for City expenditures of \$16,860,272, Penobscot County Taxes of \$1,103,373 and RSU #34 expenditures of \$6,252,418 for a total City, County and RSU #34 Budget of \$24,216,063 with total City revenue of \$10,015,926 and reserve transfers of \$2,302,821 for a net property tax requirement of \$11,897,316.

(Councilor Folster)

2. The Old Town City Council will conduct a Public Hearing on the proposed FY 2024-2025 Pollution Control Budget containing gross appropriations of \$1,931,609, user fee revenue of \$ 1,700,224, and an anticipated transfer from debt redemption reserve of \$ 231,385, with a net appropriation from Fund Balance of \$0.

Open Public Meeting: _____

Close Public Meeting: _____

(Council President Pushor)

- 2a.) The Old Town City Council will consider a motion scheduling a Second Reading for final approval on the FY 2024-2025 Pollution Control Budget.

Suggested motion: Resolved, the Old Town City Council hereby approves scheduling a Second Reading on June 17, 2024, on the Proposed FY 2024-2025 Pollution Control Budget containing gross appropriations of of \$1,931,609, user fee revenue of \$ 1,700,224, and an anticipated transfer from debt redemption reserve of \$ 231,385, with a net appropriation from Fund Balance of \$0.

(Councilor Wight)

IX. Old Business

1. The City Council will consider granting permission for the City Manager to sign a MOA (memorandum of understanding) with BACTS to start the process for an ebike project within the City of Old Town and surrounding communities.

Suggested motion: Resolved, the Old Town City Council hereby grants permission for Bill Mayo, City Manager, to sign a MOA (memorandum of understanding) with BACTS to start the process for an ebike project within the City of Old Town and surrounding communities. The signing of the memorandum does not obligate the City into any financial expenditures.

(Councilor McLeod)

2. The City Council will consider renewing the partnership contract between the City of Old Town and the YMCA to pay the tuition fee for school age residents of Old Town for another year.

Suggested motion: Resolved, the Old Town City Council hereby renews and signs the partnership contract between the City of Old Town and the YMCA to pay the tuition fee for school age residents of Old Town for another year.

(Councilor Folster)

X. New Business

1. The City Council will consider accepting a contract for two heating/cooling units for the library.

Suggested motion: Resolved, the Old Town City Council accepts the bid with _____ in the amount of \$ _____
For the replacement of two heating/cooling units at the Old Town Library.

(Councilor McLeod)

Motion to Adjourn:



**City of Old Town
Economic Development Committee Minutes
May 20, 2024**

Economic Development Committee Members May 20, 2024, in the City Hall Council Chambers, 265 Main Street

Committee members present: Councilors, Timothy Folster (chair), Linda McLeod, David Wight, and Council President Pushor (ex-officio),

Other Councilors present: Mike May and Carol May
Councilor absent: Stan Peterson

Administration present: Bill Mayo, Laura Engstrom, Irene Pehrson, Cassandra Pool, David Russell, Danielle Berube, April Buchanan, E.J. Roach, Kyle Milan, Lee Miller, and David Smith.

Others present: Kristi Trafton (City Attorney), one resident of Old Town

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

EJ Roach, Economic Development Director addressed the Council on:

- Free BBQ's and movie/event in the park dates are, Fri. June 21st, Wen. July 10th, and Tues. Aug. 06th.
- Penobscot River Bike System is a project that includes Old Town, Orono, University of Maine, other close communities, and BACTS partnering with Tandem Mobility to look at an ebike rental program throughout several communities to participate in. The first phase of this ebike rental program is being done with the connections to the involved communities and determining what the financial aspects would be putting this program together from several different areas. (Sponsorships, Community)
Bacts is looking for the involved Communities to sign a MOU (memorandum of understanding) to begin the process of starting this ebike program. The signing of the MOU does not commit the City to anything, including financial support, it just gives them (BACTS) the opportunity and permission to work with each of the communities involved.
Unlike the bird scooters, this program would have set locations that the bikes need to be dropped off that would include many locations throughout the communities. The bikes could be ridden throughout these participating communities interchangeably.

Councilor Folster made a motion recommending that the City Council approve the City Manager to sign a MOA (memorandum of understanding) with BACTS for them to start the ebike program process at the next full Council meeting on June 3rd, 2024, seconded by Councilor Wight.

Approved all in favor, 4 – 0.

- EJ updated the Committee on the Village Partnership Initiative. Gorrill Palmer (transportation and design engineer) will be facilitating a public input session on Tuesday, June 11th at 6:00 pm at the Old Town Professional building. 2nd floor. It will give the public a chance to bring forth any recommendations or questions that the public may have on any upcoming projects that the City will be doing as it relates to transportation. Flyers on this meeting will be going out soon.

Adjournment, Motion made by Council Wight, seconded by Council President Pushor, moved to adjourn at 6:12 p.m. *Approved all in favor, 4-0*

Respectfully submitted,
Laura Engstrom
City Clerk



City of Old Town
Financial Services Committee Minutes
May 20, 2024

Finance Committee members convened May 20, 2024, in the Old Town City Hall Council Chambers, 265 Main Street

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

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

Administration Present: Bill Mayo, Laura Engstrom, Irene Pehrson, Cassandra Pool, David Russell, Danielle Berube, April Buchanan, E.J. Roach, Kyle Milan, Lee Miller, and David Smith.

Others Present: Kristi Trafton (City Attorney), one resident of Old Town

Councilor Folster called the meeting to order at 6:12 p.m.

1. Scott Wilcox, YMCA Director updated the Committee on the Contract between the Y and the City of Old Town, paying tuition for Old Town Students to attend the YMCA.

Highlights were:

- 484 youth have active memberships through this program and Scott said it is a successful program being utilized by many school age Old Town residents.
- If a membership is not being used it is reviewed and becomes inactive at that time but, able to be renewed if the student chooses to participate in attending the Y again.
- Gets kids off the streets after school and into the Y participating in programs, using the weight room, playing basketball and the many other activities the Y has available.

The Partnership Contract is renewed annually. The Committee put forth a motion to put the acceptance and signing of the annual contract on the next Council meeting, being June 3rd, 2024

Motion made by Councilor McLeod, seconded by Councilor Folster.

Approved all in favor, (3 – 0)

2. Bill Mayo, City Manager reviewed the FY 2025 budget with the Committee.
 - The mil rate on taxes will stay flat this fiscal year with no increases.

The Finance Committee is composed of Councilors, Tim Folster (Chair), Stan Peterson, Linda McLeod, and Council President Chris Pushor (ex-officio)

3. Danielle Berube, Finance Director updated the Finance Committee on the April 2024 financials.

Adjournment: Motion made by Councilor McLeod, seconded by Council President Pushor to adjourn, at 6:37 p.m.

Approved all in favor, 3-0.

Respectfully submitted,
Laura Engstrom
City Clerk



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

Council convened May 20, 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. Councilor absent: Stan Peterson

Administration present: Bill Mayo, Laura Engstrom, Irene Pehrson, Cassandra Pool, David Russell, Danielle Berube, April Buchanan, E.J. Roach, Kyle Milan, Lee Miller, and David Smith.

Others present: Kristi Trafton (City Attorney) and one resident of Old Town

Council President Pushor called the meeting to order at 6:37 p.m.

Approval of the Minutes

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

May 06, 2024, Regular Council Meeting Minutes.

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

Approved all in favor, 6-0,

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

A. Council President

Attended Airport meeting last week and they are doing extremely well.
The Survey company is consistently buying planes and adding to their Fleet. They are offering to several students with flight simulator training.
Wings and Wheels Event that is happening out at the Airport on June 22nd is coming along nicely.
Dewitt Airport Advisory Board is down two members, so they are looking for replacements to fill those seats.

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

(No Report)

C. City Councilors

Councilor McLeod told the Council the RSU 34 Public Budget meeting is on May 29, 2024, at 6:30 in the cafeteria at the Old Town High School.

She also said she had got a call about monuments in the cemetery that need repair and was wondering if the City could do anything about it.

Councilor Wight suggested a list be made about monuments and stones in the cities cemeteries that need repairing.

Councilor McLeod asked if the family could do the repairs on their own and the answer was yes.

D. City Attorney

(No Report)

E. Special Committees

(No Report)

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

- Meeting on May 21st with the VFW to talk about the Flag Ceremony for Memorial Day. It generally starts about 10 am.
- Paving is essentially done know.
- Paving will be done on the apron expansion at the airport May 29th and 30th.
- Browntail moths will be addressed with a pest control company. Different areas in the Downtown area will be treated.
- There will no Memorial Day parade this year.

VII. Consent Agenda

VIII. Public Hearings and Second Reading of Ordinances

XI. Old Business

1. The City Council removed this motion from the agenda until the City's Attorneys could review any and all legal ramifications of the City of Old Town granting or selling an easement on City owned property to the owners of the property at 821 Main Street.

X. New Business

1. Resolved, the Old Town City Council hereby approves the new on – premises Liquor License for Main Street Grill, located at 268 Main Street, pending any city inspections.

Motion made by Councilor McLeod, seconded by Councilor Folster.
Approved, 5 – 1, Councilor McLeod opposed.

2. Resolved, the Old Town City Council hereby approves the issuance of a Municipal Warrant for the June 11, 2024, RSU #34 Budget Validation Election.
(Warrant attached)

Motion made by Councilor Mike May, seconded by Councilor Carol May.
Approved all in favor, 6-0,

3. Resolved, the Old Town City Council hereby approves the Registrar of Voters hours for the June 11, 2024, State of Maine Primary Election & Regional School Unit #34 Budget Validation Election, pursuant to Title 21A, M.R.S.A. §101(6) as presented and recommended by the City Clerk. (Voter’s hours attached)

Motion made by Councilor Carol May, seconded by Councilor Mike May.
Approved all in favor, 6-0,

4. Resolved, the Old Town City Council hereby accepts a Special Event Permit for a Private Catered Event for the Anah Temple Shriners, including music and activities in the Riverfront Park on June 15th, 2024, all day Event and further waives the Special Event fee of \$250.00, as it is a non-profit event.

Motion made by Councilor Folster, seconded by Councilor McLeod.
Approved all in favor, 6-0.

Adjournment:

Motion made by Councilor Peterson to adjourn at 7:20pm, seconded by Councilor Carol May.

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

Respectfully submitted,
Laura Engstrom
City Clerk

Warrant for Municipal Election

State of Maine

County of Penobscot, ss.

To Lee Miller 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 (1)**

You are hereby notified that the RSU 34 School Budget Validation Election in this municipality will be held at **The Old Town Elks Lodge, 37 Fourth Street** on the Second Tuesday of June, the same being the 11th day of said month, in the year of our Lord two thousand twenty-four for the purpose of effecting the election to the following:

RSU 34 SCHOOL BUDGET VALIDATION ELECTION

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.

A person who is not registered as a voter may not vote in any election.

Given under our hands in Old Town this 20TH day of May in the year of our Lord two-thousand twenty-four.

Casey May
Linda McKeel
David Wright
[Signature]

Chris Pilon
7.2.24
[Signature]

Majority of Municipal Officers of Old Town

A true copy of the Warrant and Notice of Election.

Attest:

Laura Engstrom
Laura Engstrom-Old Town City Clerk

Absentee/ Ballots will be counted at 3:00 pm, 7:00 pm and counted at poll closing at 8:00 pm.



State of Maine Primary Election & RSU 34 Budget Validation Election

City of Old Town Voter Registration Hours

Elks Lodge, 37 Fourth Street

7:00 am – 8:00 pm

Registrar and Deputy Registrars will be at the registration table to register new voters and to assist any updates to current voters.

REGISTRAR OF VOTERS:

Laura Engstrom

DEPUTY REGISTRAR:

Kelly Moody

DEPUTY REGISTRAR:

Catherine Martinage

DEPUTY REGISTRAR:

Patricia Kenney