

March 04, 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

February 20, 2024, 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

VIII. Public Hearings and Second Reading of Ordinances

IX. Old Business

X. New Business

1. The City Council will consider granting approval pursuant to 15 M.R.S.A. 5824(3) and 5826(6) to transfer 85% of \$16,500.00 (namely \$14,025.00) in US Currency to the Old Town Police Department in the Criminal Forfeiture case from the State of Maine V. Brook White, Unified Court Docket No.CR-21-1544.

Suggested motion: Resolved, the Old Town City Council hereby grants approval pursuant to 15 M.R.S.A. 5824(3) and 5826(6) to transfer 85% of \$16,500.00 (namely \$14,025.00) in US Currency to the Old Town Police Department in the Criminal Forfeiture case from the State of Maine V. Brook White, Unified Court Docket No.CR-21- 1544, on the grounds the Department did make a substantial contribution to the investigation of this or a related case.

(Councilor Wight)

2. The City Council will consider accepting an after-deadline redemption on foreclosed property for Kristy Buchanan., 580 Brunswick Street Street, for payment of Real Estate Taxes in the total amount of \$467.57.

Suggested motion: Resolved, the Old Town City Council hereby accepts an after-deadline redemption for Kristy Buchanan, located at 580 Brunswick Street for 2022 Real Estate Taxes in the total amount of \$467.57 which include all interest, lien costs, and a \$150.00 Late redemption fee. The Old Town City Council further authorizes the City Manager to execute a Municipal Quit-Claim Deed.

(Councilor Mike May)

3. The City Council will consider accepting a new Victualer's permit for Nanny's, located at 241 Main Street, Old Town.

Suggested motion: Resolved, the City Council hereby approves a new Victualer's (food establishment) Permit for Nanny's, located at 241 Main Street in Old Town. City inspections are complete and approved.

(Councilor McLeod)

4. The Old Town City Council will consider the biannual appointment of Election Clerks to serve at the voting place during General Elections when polls are open and as counters after polls close. This is pursuant to Title 21-A M.R.S.A, §503-(7) (A).

Suggested motion: Resolved, The Old Town City Council hereby approves the biannual appointment of Election Clerks listed in the attachment to serve at the voting place during General Elections when polls are open and as counters after polls close. This is pursuant to Title 21-A M.R.S.A, §503-(7) (A).

(Councilor Folster)

5. The Old Town City Council will consider going into Executive Session, pursuant to Title 1, M.R.S.A., §405(6)(C), for the purpose of discussing an Economic Development matter.

Suggested motion: Resolved, the Old Town City Council hereby approves going into Executive Session, pursuant to Title 1, M.R.S.A., §405(6)(C), for the purpose of discussing an Economic Development matter.

(Councilor McLeod)

Motion to Adjourn:



ELECTION CLERKS 2024

Appointment term for two years

(Re - appoint May 01, 2026)

Michael Hodgkins (Warden)

Katrina Wynn (Ward Clerk)

Kelly Moody (Deputy Clerk, Registrar)

Catherine Martinage (Registrar)

Betty Smart

Linda Cook

Claire Strickland

Christine Daniels

Catherine Lucas

Sheila Meyer

Abbie Roy

Katina Roy

Suzanne Gauthier

Patricia Kenny

Joyce Rumery

Michealle Lachance



**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