



**City of Old Town
Regular Council Meeting Minutes
October 06, 2025**

Council convened October 06, 2025, in the Old Town City Council Chambers, 265 Main Street.

Councilors present: President Christian Pushor, David Wight, Linda McLeod, Zachary Wyles, Carol May, Charlene Virgilio, and Katrina Wynn.

Administration present: Bill Mayo, Danielle Berube, Laura Engstrom, EJ Roach, Irene Pherson, Miles Francis, David Smith, April Buchanan, Steve Rideout, and Cassandra Pool.

Others present: Kristi Trafton (City Attorney), and 1 resident of Old Town

Council President Pushor called the meeting to order at 6:00 p.m.

Approval of the Minutes:

September 02, 2025, Regular Council meeting minutes.

Motion made by Councilor Wyles, to accept as written, seconded by Councilor May.
(Approved all in favor, 7-0)

Petitions, Communications, and Citizens' Requests

- Resident of Old Town, John Dieffenbacher-Krall thanked Councilor Virgilio for attending the Indigenous People's Day Event held at the Veazie Salmon Club, celebrating the release of the audio book called Sea Run.

Reports

A. Council President

- Resolution read by Council President Pushor to Honor Carol J Nolette Edgecomb, who was a well-known musician and chorus teacher for many years at the OTHS. Carol's sister Nancy Nolette has stated that a sign will be placed by the University of Maine System Demerritt Forest on the corner of Perkin's Ave. and Hilliard Street deducting the corner "Carol's Corner" in honor of her sister. (amended 11/25/25 to reflect Nancy Nolette is Carol's sister, not niece as recorded intially) (1e)

B. Standing Committees

Administrative Services, Economic Development, Finance Services, and Public Services.

C. City Councilor

- Councilor Virgilio thanked the Riverfest staff and EJ Roach for another successful Riverfest celebration.
Councilor Virgilio also discussed two conferences she had attended, Maine Development Foundation Workforce and the Greater Bangor Region Stakeholders Summit. The conferences focused on tourism, promoting businesses and maintaining a thriving work force. Old Town was mentioned numerous times for our great outdoor recreation assets.

- Councilor Wyles spoke about the visit from Governor Mills to Old Town and the tour that he attended, along with other Councilors, and EJ Roach (Economic Development Director). They toured the Global Secure Shipping facility and Johnson Outdoors (formally known as Old Town Canoe)
Councilor Wyles discussed the feedback he got from the Community at the Councilor Riverfest booth. One of the biggest concerns were the high taxes and one of the items they were in favor of was a vacancy fee on unused properties/businesses in the City.

D. City Attorney

E. Special Committees

F. City Manager

Bill Mayo, City Manager updated the City Council on the following:

- Bill was approached by the YMCA, whom is in need of office space while the remodel of the Y is taking place. They would like to use the office space at the Herbert Sargent Building and have agreed to pay the heating, electric, water and sewer bills during the time they reside there. The Council thought that would be a great idea to not have the building sitting vacant for the colder months.
- Bill, Matt Cyr (Superintendent of RSU 34), and Scott Wilcox (CEO YMCA) have a meeting with the Department of Conservation to discuss four grants. One is on Binette Park, two are there are at the High School, and the last one is at the Herb Sargent Building. Discussion will be made how to move forward and honor the grants with the pool being demolished at the High School.
- Update on the Llewellyn Estes Bridge: Got notification from MDOT that the way the two bridges (new one and temp. one) are set up, Reed & Reed needs both ends of the bridges to be accessible when they are replacing them. So, the way that is unfolding right now in the work schedule looks like the short span probably won't be able to be completed until

towards the end of 2027. Which means Reed & Reed wouldn't be able to do the cleanup until the spring of 2028.

- Comprehensive plan update: Isabelle will be coming to the next Committee meeting on October 20, to give the Council an update on the Comp. plan and will be attending the Planning Board meeting too, the next night.
- Street sweeping complaints. We are an MS4 community (permitted community for storm water) and do not have any control on how often the City is told to provide street sweeping from the EPA and DPA.
- EJ Roach drew names out of a bucket on Riverfest prizes (Kayak, UMaine Hockey and Football tickets and a Gift Card.)

Consent Agenda (Addendum item)

1. Resolved, the Old Town City Council hereby approves the addition of a retroactivity provision to the pending amendment to the City of Old Town Zoning Ordinance, entitled "Keeping of Chickens", as previously discussed at the September 15, 2025, Administrative Services Committee Meeting, which will make the rules, standards, and provisions of the amendment, if passed, effective September 15, 2025.

Motion made by Councilor Wyles, to accept as written, seconded by Councilor May.
(Approved, 6-1, Councilor Wyles opposed)

Public Hearings and Second Reading of Ordinances

1. The City Council considered approving the Maine Municipal Association Model General Assistance Ordinance Appendices A-H for the period of October 1, 2025, to September 30, 2026, and to adopt the September 2025, updated General Assistance Ordinance that will supersede and replace all previous Ordinances as to be in compliance with Title 22 M.R.S., Sec. 4305(4).

Opened for Public Comment: 6:21 pm, and with no public comment,

Closed Public Hearing: 6:23 pm.

Resolved, the Old Town City Council approves the Maine Municipal Association Model General Assistance Ordinance Appendices A-H for the period of October 1, 2025, to September 30, 2026, and to adopt the September 2025, updated General Assistance Ordinance that will supersede and replace all previous Ordinances as to be in compliance with Title 22 M.R.S., Sec. 4305(4). (GA maximums attached)

Motion made by Councilor Virgilio, seconded by Councilor Wyles.
(Approved all in favor, 7-0)

Old Business

New Business

1. Resolved, the Old Town City Council approves the purchase of a new fleet of Staccato handguns and holsters in the amount of \$24,282.00. This is to replace the department's existing outdated duty weapons.
Funds for the purchase to come from the Fund Balance account # 01-120-65-7210.

**Motion made by Councilor Wight, seconded by Councilor Virgilio.
(Approved all in favor, 7-0)**

2. Resolved, the Old Town City Council hereby approves the issuance of a Municipal Warrant for the November 4th, 2025, Municipal Election.
(Warrant attached)

**Motion made by Councilor Wyles, seconded by Councilor McLeod.
(Approved all in favor, 7-0)**

3. Resolved, the Old Town City Council hereby approves the Registrar of Voters hours for the November 4th, 2025, City of Old Town Municipal Election, pursuant to Title 21A, M.R.S.A. §101(6) as presented in the attachment and recommended by the City Clerk.

**Motion made by Councilor Wynn, seconded by Councilor Wyles.
(Approved all in favor, 7-0)**

4. Resolved, the Old Town City Council accepts the bid of \$ 55,000, with Thornton Construction Inc. for the demolition of the pool at the Old Town High School. Thornton Construction's bid says it will swap fill from the demolition of the pool for monetary funds. Asbestos removal, if needed, will be at the City's cost.

**Motion made by Councilor Wynn, seconded by Councilor Wyles.
(Approved, 6-1, Councilor May abstained from voting)**

5. Resolved, the Old Town City Council accepts the Military and First Responder Grant from CSX Transportation (train company that travels through the city) of \$4000.00 for the Fire Department. The Grant will be used to purchase a drone with FLIR (Forward Looking Infra-Red) for search and rescue. The drone will also be used for the required training from the FAA to fly a drone. The drone would be ideal for use in the spring and early winter, when there is thin ice on the river and is not safe to be on. The ice also restricts us from launching the boat.

**Motion made by Councilor Wight, seconded by Councilor McLeod.
(Approved all in favor, 7-0)**

6. Resolved, the Old Town City Council hereby approves going into Executive Session pursuant to Title, I MRSA Section 405, § (6) (C) for the purpose of discussing an Economic Development matter.

**Motion made by Councilor May, to go into Executive session at 6:54 pm, seconded by Councilor McLeod.
(Approved all in favor, 7 – 0)**

**Motion made by Councilor McLeod, to come out of Executive Session at 7:17 pm, seconded by Councilor Wyles.
(Approved all in favor, 7 – 0)**

Adjournment:

**Motion to adjourn at 7:18 pm made by Councilor Wyles, seconded by Councilor McLeod.
(Approved, all in favor, 7 – 0)**

Respectfully submitted,
Laura Engstrom
City Clerk -Old Town

RESOLUTION TO HONOR CAROL J. NOLETTE EDGECOMB

WHEREAS Lot 27-C on Hilliard Street was a part of the 1862 Morrill Land Grant Acts to create the University of Maine;

WHEREAS the Nolette Family members are descendants of settlers in Old Town from the mid-1860s;

WHEREAS on November 24, 1971 Edmund and Catherine Nolette purchased Lot 27-C and later on May 2, 2000 subdivided its ownership to Nancy A. Nolette and Carol J. Nolette Edgecomb;

WHEREAS Carol resided adjacent to Lot 27-C at 12 Hilliard Street for 30 years;

WHEREAS Carol was a well-known musician and teacher in the Old Town schools teaching chorus and frequently substituted in other subjects at the high school;

WHEREAS her family, students, friends and peers were always in awe of her enthusiasm, friendliness and positivity while she caringly touched so many lives;

THEREFORE, BE IT RESOLVED:

THAT Carol J. Nolette Edgecomb was an accomplished pianist who taught private lessons in piano and organ to many local residents;

THAT Carol played piano accompaniment for weddings, funerals, senior citizen activities and other local music events;


THAT Carol taught music in grades K-1 through K-12 in the Old Town schools for many years;

THAT Carol provided the musical accompaniment to Old Town High School graduations on June 6, 2008 as her last public performance;

THAT the Nolette Family wishes to acknowledge Carol J. Nolette Edgecomb's contributions to the the Old Town community;

THAT the Nolette Family donates Lot 27-C on Hilliard Street to the University of Maine for access to the DeMeritt Forest and named "Carol's Corner" in her honor;

WHEREAS the Nolette Family requests the City of Old Town to designate Lot 27-C, Old Town at the intersection of Perkins Avenue and Hilliard Streets as "Carol's Corner.



Laura Engstrom

Laura Engstrom,
City Clerk, City of Old Town
October 06, 2025

Warrant for Municipal Election State of Maine

County of Penobscot, ss.

To Karey Keniston _____ 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**

You are hereby notified that the Municipal Election in this municipality will be held at **The Elks Lodge, 37 Fourth Street** on the first Tuesday of November on the 4th day of our Lord two thousand twenty-five (2025) for the purpose of effecting the election to the following office:

All Elected at Large:

- **TWO MEMBERS OF THE CITY COUNCIL FOR A TERM OF THREE YEARS**
- **TWO MEMBERS OF THE RSU #34 SCHOOL BOARD FOR A TERM OF THREE YEARS**
- **ONE ELECTION WARDEN AND ONE WARD CLERK**

The polls shall be opened at 7:00 a.m. and close 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 6TH day of October in the year of our Lord two thousand twenty – five (2025).

[Signature]
[Signature]
Rinda McLeod
[Signature]

[Signature]
[Signature]
Charlene Kyle

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

State of Maine

OFFICER'S RETURN

County of Penobscot, ss.

I certify that I have notified the voters of Old Town in Ward One of the time and place of the Municipal 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 One

on 10/20/2025 which is at least 10 days prior to election day.
(Date of posting)

Dated at Old Town this 20th day of October, 2025

Attest:

Karey Keniston
Constable or Resident of Old Town

Laura Enstrom,
City Clerk, City of Old Town

[For use when adopting a new version of the GA ordinance or amending the body of the ordinance – not solely adoption of updated appendices]

MUNICIPALITY OF Old Town
GENERAL ASSISTANCE ORDINANCE

Pursuant to 22 M.R.S. § 4305(1), the municipal officers of the Municipality of Old Town, after notice and hearing, hereby enact the attached General Assistance Ordinance with appendices in its entirety. This Ordinance shall supercede and replace all previous Ordinance versions. A copy of this Ordinance will be filed with the Maine Department of Health & Human Services (DHHS) pursuant to 22 M.R.S. § 4305(4), and shall be available for public inspection at the municipal office along with a copy of 22 M.R.S. chapter 1161.

Signed this 10th day of October, 2025 by the municipal officers:

Katrina Wynn
(Print Name)

[Signature]
(Signature)

Zack Wyles
(Print Name)

[Signature]
(Signature)

Chu Puster
(Print Name)

[Signature]
(Signature)

Linda McLeod
(Print Name)

[Signature]
(Signature)

Carol May
(Print Name)

[Signature]
(Signature)

[Send a copy of the enactment page and ordinance to DHHS, 109 Capitol Street, SHS 11, Augusta, ME 04330-0011]



CITY OF OLD TOWN
VOTER REGISTRATION HOURS

The Registrar of Voters and deputy registrars will be at the following locations to register new voters and correct the voting list. The dates are as follows:

October 02, - November 03, 2025

City Hall Clerk's office 265 Main Street, during business hours.

Monday – Thursday 7:00 A.M. TO 5:00 P.M.

November 04, 2025 - ELECTION DAY

**Deputy Registrars will be at the polls, Elks Lodge, 37 Fourth Street
7:00 A.M. TO 8:00 P.M.**

REGISTRAR OF VOTERS: Laura Engstrom
DEPUTY REGISTRAR: Kelly Moody
DEPUTY REGISTRAR: Catherine Martinage
DEPUTY REGISTRAR: Madison Ruopp