



## City of Old Town Administrative Services Committee Minutes September 15, 2025

Administrative Services Committee members convened September 15, 2025, in the Old Town City Hall Council Chambers, 265 Main Street.

Committee Members Present: Councilors, Linda McLeod (Chair), Zachary Wyles, Katrina Wynn, Carol May, and Council President Chris Pushor (ex-officio)

Other Councilors Present – Charlene Virgilio, and David Wight

Administration Present - Bill Mayo, Laura Engstrom, Irene Pehrson, Danielle Berube, David Smith, David White, Dave Russell, Danielle Berube, Cassandra Pool, Kyle Milan, and E.J. Roach.

Others Present – Kristi Trafton (City Attorney), Joseph (UMO student Government rep.) and 4 Old Town residents.

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

1. Approval of the August 18, 2025, Administrative meeting minutes.

Motion made by Councilor Wyles to accept, seconded by Councilor Pushor.  
*Approved all in favor. 5- 0.*

2. Update to the Committee on the new draft ordinance regarding LD 1655, written by the City's legal counsel. An act approved by the Maine State Legislature that will go into effect starting mid – September 2025, to allow keeping of chickens on private residential properties.
  - included the timeline and procedures, provided by the City's legal counsel, for the progression to and adopt this new ordinance.
  - Ordinance will go to the planning board on October 21<sup>st</sup> for discussion and suggestions for changes. Those recommendations will be submitted to the Council at least 10 days before a Public Hearing will be held. The Council will then review those change recommendations and decide if any changes should be made.
  - After the Public Hearing is held, with any public discussions taken place by residents, then the possibly revised Ordinance will go a first reading (possible 2<sup>nd</sup> reading) and a final vote and adoption.
  - Two residents addressed the Council and spoke of their concerns with the new Old Town Ordinance being too strict to allow the actual “keeping of chickens” in residential areas in the City.
  - Kristi Trafton, City Attorney suggested to the Council to approve a motion making the ordinance, when it is fully adopted, retroactive to September 15, 2025.

Motion made to send the new chicken ordinance to the Planning Board for review on their October 21<sup>st</sup>, 2025, Planning Board meeting.

Motion made by Councilor May, seconded by Councilor McLeod.  
*Approved all in favor. 5- 0.*

**Adjournment**

Motion made by Councilor Wyles to adjourn, seconded by Councilor May, at 6:25p.m.  
*Approved all in favor, 5-0*

Respectfully submitted,  
Laura Engstrom  
City Clerk



**City of Old Town  
Financial Services Committee Minutes  
September 15, 2025**

Finance Committee members convened September 15, 2025, in the Old Town City Hall Council Chambers, 265 Main Street

Committee Members Present: Councilors, Linda McLeod (Chair), David Wight, Carol May, Charlene Virgilio, and Council President Pushor (ex-officio)

Other Councilors Present: Zack Wyles and Katrina Wynn

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

Others Present: Kristi Trafton (City Attorney), Joseph (UMO student Government rep.) and 4 Old Town residents.

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Councilor McLeod called the meeting to order at 6:26 p.m.

1. Approval of the August 18, 2025, Finance Committee meeting minutes.

Motion made by Councilor Wight to accept as written, seconded by Councilor Pushor.  
*(Approved all in favor, 5-0)*

2. Finance Director, Danielle Berube updated the Committee on the August 2025 financials.

Adjournment: Motion made by Counciler Wight, seconded by Councilor Pushor to adjourn, at 6:34 p.m.  
*(Approved all in favor, 5-0)*

Respectfully submitted,  
Laura Engstrom  
City Clerk



**City of Old Town  
Special Council Meeting Minutes  
September 15, 2025**

Council convened September 15, 2025, in the City Hall Council Chambers, 265 Main Street

Council present: Council President Chris Pushor, Councilors: Katrina Wynn, Linda McLeod, Zack Wyles, Charlene Virgilio, Carol May, and David Wight.

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

Others present: Kristi Trafton (City Attorney), Joseph (UMO student government rep.) and 4 Old Town residents.

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Council President Pushor called the meeting to order at 6:34 p.m.

**Approval of the Minutes**

August 18, 2025, Special Council meeting minutes

Motion to approve as written by Councilor McLeod, seconded by Councilor Wyles.  
**(Approved all in favor, 7 – 0)**

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

- John Dieffenbacher – Krall addressed the Council and thanked Councilor Virgilio for the communications he had with her. John stated he works for the Maine Indian Tribal State Commission which is a product of the Maine Indian Land Claim Settlement Act, and specifically the Maine implanting act. That body is going to be doing an event that he would like Old Town to support. The event is the audiobook release of a report called Sea Run, which was originally a book released in December 2022, and was revised in April 2023. The audiobook is about the Penobscot River, fishing importance to the Wabanaki tribe, and much more. He has asked that the City of Old Town put the event on the digital sign boards and invited the Council to attend. The event is on Indigenous People Day Oct. 13 at the Veazie Salmon Club, starting @ 10 am.

A. Council President

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

C. City Councilor

- Councilor Wyles spoke and said it's important that people go to the Council meetings and are able to speak freely to the Council about any concerns or ideas they may have without fear of retribution or violence.
- Councilor Wynn asked if the Council got a booth reserved for the Councilors @ Riverfest and the answer was yes.

D. City Attorney

E. Special Committees

F. City Manager

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

- The City is working with the YMCA and the RSU on the potential reuse of the Herbert Sargent Community Center.
- Draining of the pool at the High School revealed a very large bubble in the bottom of the pool. RSU 34 had Carpenters Associates look at the potential of using the pool space for something else, not classrooms, but like an indoor turf area. The estimated cost of that would have been in excess of \$4 million dollars to retrofit that building and the RSU doesn't have the funds available to make those changes. Steve Rideout (Public Works Director) is getting bids to see what the potential costs for demolition of the pool and the building would be.
- Bill got notified from the Bureau of General Services that they would be here at City Hall on September 29<sup>th</sup> @ 6 pm in the City Council Chambers to go over the Juniper Ridge Landfill expansion. It will be open to the Public to attend.
- Reminded the Council on Riverfest weekend starting September 19<sup>th</sup>.

**Consent Agenda**

**Public Hearings and Second Reading of Ordinances**

**Old Business**

1. Resolved, the Old Town City Council postponed the 7% daily accruing of interest until November 01, 2025, on the first half of FY 2026 tax payments that are due date on October 01, 2025.

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

## **New Business**

1. Resolved, the Old Town City Council signed the form requesting from the Maine Commissioner of Environmental Protection ("Commissioner"), automatic intervenor status in the cited Application of the State of Maine Bureau of General Services and NEWSME Landfill Operations. LLC for further expansion of Juniper Ridge Landfill. Old Town, Maine.

Motion made by Councilor Wyles and seconded by Councilor Wight.  
*(Approved all favor, 7 – 0.)*

2. Resolved, the Old Town City Council hereby accepts an after-deadline redemption on foreclosed property located at 12 Hilliard Street, account# 841, for payment of 2022 - 2025 Sewer fees, in the total amount of \$2,332.27. This total amount includes Sewer Fees of \$1782.71, interest of \$170.30, Lien costs \$229.26, and a late redemption fee of \$150.00. This motion further authorizes the City Manager to execute a Municipal Quit-Claim Deed. (Carry Forwards attached # 1, 1a, and 2)

Motion made by Councilor Wynn and seconded by Councilor Wight.  
*(Approved all favor, 7 – 0.)*

3. 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 Wight, to go into Executive session at 7:00 pm, seconded by Councilor McLeod.  
**(Approved all in favor, 7 – 0.)**

Motion made by Councilor Wyles, to come out of Executive Session at 7:45 pm, seconded by Councilor McLeod.  
**(Approved all in favor, 7 – 0.)**

## **Adjournment:**

Motion to adjourn at 7:46 pm made by Councilor McLeod, and seconded by Councilor Wyles.  
**(Approved all favor, 7 – 0.)**

Respectfully submitted,  
Laura Engstrom  
City Clerk