



**City of Old Town
Economic Development Committee Minutes
August 19, 2024**

Economic Development Committee Members August 19, 2024, in the City Hall Council Chambers, 265 Main Street

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

Other Councilors present: Mike May, Linda McLeod and Stan Peterson

Administration present: Bill Mayo, Danielle Berube, Laura Engstrom, Travis Roy, Irene Pehrson, Cassandra Pool, EJ Roach, April Buchanan, and David White.

Others present: Kristi Trafton (City Attorney), 2 Rep. YMCA (Scott Wilcox and Becky Cyr), 3 members of the Landfill Advisory Board (Ralph Leonard, Peter Dufour, and Ted Shina).

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

NBRC Grant Discussion. EJ Roach, Dir of Economic Development discussed with the Committee whether to move forward with NBRC Grant. Due to significant changes in FEMA flood maps, this project is less viable, due to location changes and needs of the downtown.

Motion made by Councilor Wight to recommend sending the motion to the next full Council meeting to discontinue the NBRC Grant, seconded by Councilor Folster.

Approved all in favor, 4-0.

Councilor Folster asked EJ Roach to explore getting the playground updated and to have some information on that at the next Council meeting.

Adjournment, Motion made by Councilor Wight, seconded by Councilor Folster, moved to adjourn at 6:09 p.m. **Approved all in favor, 4-0.**

Respectfully submitted,
Laura Engstrom
City Clerk



**City of Old Town
Financial Services Committee Minutes
August 19, 2024**

Finance Committee members convened August 19, 2024, in the Old Town City Hall Council Chambers, 265 Main Street

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

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

Administration Present: - Bill Mayo, Danielle Berube, Laura Engstrom, Travis Roy, Irene Pehrson, Cassandra Pool, EJ Roach, April Buchanan, and David White.

Others Present: Kristi Trafton (City Attorney), 2 Rep. YMCA (Scott Wilcox and Becky Cyr), 3 members of the Landfill Advisory Board (Ralph Leonard, Peter Dufour, and Ted Shina).

Councilor Folster called the meeting to order at 6:10 p.m.

Danielle Berube, Finance Director updated the Finance Committee on the July 2024 Financials.

EJ Roach, Dir. Economic Development discussed with the Committee on the Old Town Development, LLC. contract with WRBC (Architect/Engineering firm)
This Contract would be for a Stillwater Avenue 30 Acre planning study. It would allow the Old Town Development LLC. to be able to approach the UMaine (who owns the land) to pitch ideas and projects to move forward with on the 30-acre parcel of unused land.
(Contract and proposal attached for reference)

Councilor Folster entertained a motion to concur with the LLC to spend the money on the Contract with WRBC and bring it to the Special Council meeting following this Committee meeting for a motion and Vote. Councilor McLeod agreed to move it forward, seconded by Councilor Peterson.

Approved all in favor, 4 – 0.

Adjournment: Motion made by Councilor McLeod seconded by Council Folster to adjourn, at 6: 20 p.m.

Approved all in favor, 4-0.

Respectfully submitted,
Laura Engstrom
City Clerk



**City of Old Town
Special Council Meeting Minutes
August 19, 2024**

Council convened August 19, 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, Carol May, and Stan Peterson

Administration present: - Bill Mayo, Danielle Berube, Laura Engstrom, Travis Roy, Irene Pehrson, Cassandra Pool, EJ Roach, April Buchanan, and David White.

Others present: Kristi Trafton (City Attorney), 2 Rep. YMCA (Scott Wilcox and Becky Cyr), 3 members of the Landfill Advisory Board (Ralph Leonard, Peter Dufour, and Ted Shina).

Council President Pushor called the meeting to order at 6:21 p.m.

Approval of the Minutes

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

August 05, 2024, Regular Council meeting minutes.

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

Approved all in favor, 7-0,

**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

D. City Attorney

(No Report)

E. Special Committees

(No Report)

F. City Manager

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

- C PACE Ordinance will be coming back in a Council meeting in September.
- Committee meeting in September will be discussing the employee handbook updates.
- Discussion of spring cleanup will be taken place at the Committee meeting in September.
- The City of Old Town is still working on details with Penobscot Indian Nation Police Dept. on possible coverage from the City of Old Town Police while they get some officers hired and trained.
- Resident had contacted Councilor Mike May regarding the possibility of getting trees re-planted where the removal may have happened because of construction or right of way roadwork. Bill is going to reach out to the University of Maine and Maine Forestry to see if there are some programs the City can use to make this happen.
- Binder on College Ave and Bennoch Road intersections should be completed soon. Fourth Street binder is down, and poles have been removed, one catch basin left to go into that road.
- An item that should have been on the agenda was about property taxes and keeping the mil rate flat as requested by the Council. April (City Assessor) ran all the numbers to get where the final commitment number should be and determined that without using Fund Balance, the Property tax rate would be \$18.03 and if the City used \$290,000 out of Fund Balance that tax rate would stay flat at 17.7. The City Council determined to take up a motion not on the agenda in this meeting under New Business for a vote on the mil rate.

Consent Agenda (None)

Public Hearings and Second Reading of Ordinances (None)

Old Business (None)

New Business

1. James Katsiaficas, (Attorney/Director – Perkins Thompson) discussed with the City Council about the Juniper Ridge contract and the steps leading to the request for an expansion of the landfill. (full discussion on the City's website under Videos)
2. Resolved, the Old Town City Council approves spending \$14,950 plus reimbursables on a WBRC contract to provide a scaled computer-generated site plan with suggested development areas, potential building envelopes, parking, roads, landscape and site layout feature elements with color. Money will be spent from Economic Development Reserve Account. The City Council further allows the City Manager the authority to execute the contract with WBRC.

Motion made by Councilor Folster, seconded by Councilor Mike May.

Approved all in favor, 7-0,

Councilor McLeod made a motion to take up an item not on the agenda, seconded by Councilor Carol May.

3. Motion to transfer \$290, 000 from the Fund Balance acct. # 09521657210 to maintain a flat tax rate of \$17.70.

Resolved, the Old Town City Council hereby approves the transfer of \$290, 000 from the Fund Balance acct. # 09521657210 to maintain a flat tax rate of \$17.70.

Motion made by Councilor Wight, seconded by Councilor Carol May

Approved all in favor, 7-0,

4. 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 into Executive session at 6:54 pm, seconded by Councilor Mike May.

Approved all favor, 7 – 0.

Motion made by Councilor McLeod, to come out of Executive Session at 7:35 pm, seconded by Councilor Carol May.

Approved all favor, 7 – 0.

5. 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 into Executive session at 7:35 pm, seconded by Councilor Carol May.

Approved all favor, 7 – 0.

Motion made by Councilor Folster, to come out of Executive Session at 7:56 pm, seconded by Councilor Carol McLeod.

Approved all favor, 7 – 0.

Adjournment:

Motion to adjourn at 7:57pm made by Councilor Wight, and seconded by Councilor Carol May.

Approved all favor, 7 – 0.

Respectfully submitted,
Laura Engstrom
City Clerk