

June 29, 2020
6:00 PM

Agenda
Finance Committee Meeting
City Council Chambers, 2nd Floor
265 Main Street, Old Town, Maine

1. **Call to Order** – I call the June 29, 2020 Finance Committee Meeting to order.

Please silence or turn off cell phones

2. **Finance-**

- a. Danielle Berube, Finance Director, will update the Committee on the May 2020 financials
- b. The Finance Committee will discuss with City Manager Bill Mayo and Finance Director Danielle Berube the upcoming 2020-2021 budget
- c. **Adjournmet**

The Finance Committee is composed of Councilors Smart (Chair), May, Brissette and Council President Peterson.

**Monday June 29, 2020
immediately following Finance Committee Meeting.**

**Agenda
Special 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

June 15, 2020 Regular Council Meeting Minutes

V. Petitions, Communications, and Citizens' Requests

VI. Reports

A. Council President

**Standing Committees – Finance, Public, Administrative &
Economic Services; Landfill, Legislative, Sewer, Airport & Housing sub-
committees**

B. City Councilors

C. City Attorney

D. Special Committees

E. City Manager

VII. Consent Agenda

1. The Old Town City Council will consider accepting an after-deadline redemption on foreclosed property for Robert A. Gotay located at 104 Veazie Street for payment of Sewer fees in the total amount of \$ 987.34.

Suggested Motion: Resolved, the Old Town City Council hereby accepts an after-deadline redemption on foreclosed property for Robert Gotay for payment of Account # 1612 for 2017-2018 sewer fees. This amount includes lien cost of \$125.03, interest of \$107.60. The City Council further authorizes the City Manager to execute a Municipal Quit-Claim Deed.

Councilor May

VIII. Public Hearings and Second Reading of Ordinances

1. There will be a First Reading of the Order approving the issuance of bonds and notes in amounts not to exceed \$1,000,000.00 for the purpose of financing all or a portion of the cost of any or all (1) rehabilitation and renovation of City roads, City streets and other City paved surfaces and related ditch and drainage structures, and (2) facilities, equipment or both functionally related and subordinate to the foregoing. The current City road paving program is described in the paving schedule presented in Attachment #1 which is preliminary and subject to change until contract prices are agreed to.

Suggested motion: Resolved, the Old Town City Council hereby approves dispensing with the reading of the Order.

Councilor Brissette

- 2.. The City Council will consider scheduling a Second Reading, and a discussion of final approval, of the Order approving the issuance of bonds and notes in amounts not to exceed \$1,000,000.00.

Suggested motion: Resolved, the Old Town City Council hereby approves scheduling for July 20, 2020 a Second Reading, and a discussion of final approval, of the Order approving the issuance of bonds and notes in amounts not to exceed \$1,000,000.00 for the purpose of financing all or a portion of the cost of any or all (1) rehabilitation and renovation of City roads, City streets and other

City paved surfaces and related ditch and drainage structures, and (2) facilities, equipment or both functionally related and subordinate to the foregoing.

Councilor Smart

IX. Old Business -items 1, 2

1. The Old Town City Council will consider approving the amended FY 2020-2021 Municipal, County and School Budget. The amended budget calls for City expenditures of \$ _____, Penobscot County Taxes of \$ _____ and RSU #34 expenditures of \$ _____ for a total City, County and RSU #34 Budget of \$ _____ with total City revenue and reserve transfers of \$ _____ for a net property tax requirement of \$ _____.

Suggested motion: Resolved, the Old Town City Council hereby approves the amended FY 2020-2021 Municipal, County and School Budget. The budget calls for City expenditures of \$ _____, Penobscot County Taxes of \$ _____ and RSU #34 expenditures of \$ _____ for a total City, County and RSU #34 Budget of \$ _____ with total City revenue and reserve transfers of \$ _____ for a net property tax requirement of \$ _____.

Councilor Ketchen

2. The Old Town City Council will consider approving the amended FY 2020-2021 Pollution Control Budget containing gross appropriations of \$ _____, user fee revenue of \$ _____, debt redemption of \$ _____ and anticipated transfers from reserve accounts of \$ _____ with a net appropriation from Fund Balance of \$ _____.

Suggested motion: Resolved, the Old Town City Council hereby approves the amended FY 2020-2021 Pollution Control Budget containing gross appropriations of \$ _____, user fee revenue of \$ _____, debt redemption of \$ _____ and anticipated transfers from reserve accounts of \$ _____ with a net appropriation from Fund Balance of \$ _____.

Councilor May

X. New Business, Items 1, 2, 3, 4, 5, 6, 7 and 8

1. The City council directs City Manager to take all steps necessary to accept a .37-acre piece of land off Howard Street, being gifted by Brandon Ryder, d.b.a. EZ Ryder, LLC to the City of Old Town. Assessor's Tax Map 31, Lot 14.

Suggested motion: Resolved, Whereas Brandon Ryder, d.b.a. EZ Ryder, LLC, wishes to gift a .37-acre piece of land located off Howard to the City of Old Town, the City Council hereby directs the City Manager to take all steps necessary to accept a .37-acre piece of land off Howard Street being gifted by Brandon Ryder, d.b.a. EZ Ryder, LLC, to the City of Old Town. Assessor's Tax Map 31, Lot 14, and to transfer the property in the City's records to City ownership for assessment and other purposes.

Councilor Folster

3. The City Council will consider Personal Property Abatement of 2017-2018 taxes for Caterpillar Financial Services in the amount of \$ 1,061.63.

Suggested motion: Resolved, the Old Town City Council hereby abates Personal Property taxes for Acct. # 476, Caterpillar Financial Services in the amount of \$1061.63. Abatement is for taxes assessed in error.

Councilor Smart

4. The City Council will consider issuance of a Warrant for the District Budget Meeting Regional School Unit # 34 for the July 14, 2020 Primary/Special Referendum Election.

Suggested motion: Resolved, the Old Town City Council hereby approves issuance of a Warrant for the District Budget Meeting Regional School Unit # 34 for the July 14, 2020 Primary/Special Referendum Election. (Attachment included)

Councilor Brissette

5. The City Council will consider setting hours for the Registrar of Voters for the July 14, 2020, Primary/ Special Referendum Election.

Suggested motion: Resolved, the Old Town City Council hereby approves the Registrar of Voters hours for the July 14, 2020, Primary/ Special Referendum Election, pursuant to Title 21A, M.R.S.A. §101(6) as presented in attachment #1

and recommended by the City Clerk. (Attachment included)

Councilor May

6. The City Council will authorize the Finance Director to write off the uncollectable real estate taxes, interest and lien cost owed for mobile homes moved unknowing as listed below

Tax Payer	Acct	Year(s)	Principal	Interest	Lien Cost	Total
(Prior Owner) 11 Martha's Way	3869	2018	295.02	25.38	57.67	378.07
Steven Lamarre	3670	2019	132.59	12.24	60.80	205.63

Suggested motion: Resolved, the Old Town City Council hereby authorized the Finance Director to write off the uncollectable real estate taxes, interest and lien cost owed for mobile homes moved unknowing as listed.

Councilor Smart

7. The City Council will authorize the Finance Director to write off the uncollectable real estate taxes, interest and lien cost owed for uninhabitable mobile homes as listed below.

Tax Payer	Acct	Year(s)	Principal	Interest	Lien Cost	Total
James Burrill 37 Martha's Way	3620	2017-2020	1,254.06	178.40	246.73	1,679.19
Bethany Osnoe 93 Martha's Way	1277	2018-2020	488.27	66.93	128.27	683.47
Jennifer Gallant 40 Karen Circle	2752	2018-2020	878.10	94.75	189.17	1,162.02

Suggested motion: Resolved, the Old Town City Council hereby authorized the Finance Director to write off the uncollectable real estate taxes, interest and lien cost owed for uninhabitable mobile homes as listed below.

Councilor Folster

8. The City Council will authorize the Finance Director to write off the uncollectable real estate taxes, interest and lien cost owed for a mobile home destroyed in a fire.

Tax Payer	Acct	Year(s)	Principal	Interest	Lien Cost	Total
Dianne Labree 715 College Ave #19	3595	2015-2016	210.99	75.09	121.42	407.50

Suggested motion: Resolved, the Old Town City Council hereby authorized the Finance Director to write off the uncollectable real estate taxes, interest and lien cost owed for a mobile home destroyed in a fire.

Councilor Brissette

9. The City Council will authorize the Finance Director to write off the uncollectable real estate taxes, interest and lien cost owed for vacant mobile homes as listed below.

Tax Payer	Acct	Year(s)	Principal	Interest	Lien Cost	Total
Jay Gallaway 16 Karen Circle	3446	2017-2018	431.66	91.80	125.03	648.49
Mason Harlow 49 Lonnie Loop	3818	2017	292.38	72.45	57.56	422.39
Donna Closson- Wescott 20 Lance Court	1217	2018	359.84	63.29	67.47	490.60

Suggested motion: Resolved, the Old Town City Council hereby authorized the Finance Director to write off the uncollectable real estate taxes, interest and lien cost owed for vacant mobile homes as listed below

Councilor Ketchen

XI. Adjournment



CITY OF OLD TOWN
VOTER REGISTRATION HOURS
265 MAIN STREET

The Registrar of Voters will be at 265 Main Street to register new voters and correct the voting list. The dates are as follows:

July 06, 2020 through July 13, 2020

7:00 A.M. TO 5:00 P.M.

July 14, 2020- ELECTION DAY

7:00 A.M. TO 8:00 P.M.

DEPUTY REGISTRARS WILL BE AT THE ELECTION POLL LOCATION (ELKS LODGE, 37 FOURTH STREET, OLD TOWN) to complete voter registrations.

**REGISTRAR OF VOTERS:
DEPUTY REGISTRAR:
DEPUTY REGISTRAR:
DEPUTY REGISTRAR:
DEPUTY REGISTRAR:
DEPUTY REGISTRAR:**

**LAURA ENGSTROM
DANA SIBLEY
KADIE STRIEFLER
KAREY KENISTON
CATHERINE MARTINAGE
SHANNON MEISTER**

Attachment #1

Warrant for District Budget Election Regional School Unit # 34

County of Penobscot, ss.

To Scott Wilcox a Constable [or resident] of Old Town:
(Name of Constable of 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 Old Town Elks Lodge 37 Fourth Street, Old Town Maine 04468 on the second Tuesday of July, the same being the 14th day of said month, in the year of our Lord two thousand twenty for the purpose of approving or rejecting:

The District budget for School Unit 34

The polls shall be opened at 7:00 a.m. and closed at 8:00 p.m.

The Registrar of voters will be available at the polls 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 14th day of July in the year of our Lord two thousand twenty.

Majority of Municipal Officers of Old Town

A true copy of the Warrant and Notice of Election.

Attest: _____
Laura Engstrom-Old Town City Clerk

**ABSENTEE BALLOTS WILL BE PROCESSED AT THE POLLS ON ELECTION DAY
July 14, 2020 AT 8:00 A.M., 11:00 A.M., 2:00 P.M., 5:00 P.M., 7:00 P.M.**

State of Maine

OFFICER'S RETURN

County of Penobscot, ss.

I certify that I have notified the voters of Old Town in Ward One & five of the time and place of the Municipal Election by posting an attested copy of the within warrant at:

Old Town Elks Lodge 37 Fourth Street, Old Town, Maine 04468

(Place of Posting)

a conspicuous, public place within Old Town and ward One & five

on July 02, 2020 which is at least 10 days next prior to election day.
(date of posting)

Dated at Old Town this _____ day of _____, two thousand twenty.

Attest:

Constable or Resident of Old Town

LEGAL NOTICE

CITY OF OLD TOWN

The Old Town City Council will meet on Monday, July 20, 2020 at 6:00 p.m. at the Old Town City Council Chambers, 265 Main Street, to conduct a second reading and to consider passage of an order pertaining to the following:

The issuance of bonds and notes in amounts not to exceed \$1,000,000 for the purpose of financing all or a portion of the cost of any or all (1) rehabilitation and renovation of City roads, City streets and other City paved surfaces and related ditch and drainage structures, and (2) facilities, equipment or both functionally related and subordinate to the foregoing.

A copy of the proposed order authorizing the above bonds and notes is on file in the City Clerk's Office, 265 Main Street.

The public is invited to attend.

OLD TOWN CITY COUNCIL

ATTEST: Laura F. Engstrom
City Clerk

