



City of Old Town

Economic Development Committee Minutes December 20, 2021

Economic Development Committee members convened December 20, 2021, in the City Hall Council Chambers, 265 Main Street

Committee members present – Councilors, David Wight (chair), Stan Peterson, Carol May, and Council President Tim Folster

Other Councilors present- Linda McLeod, Stan Peterson, and Chris Pushor

Administration present – Bill Mayo, EJ Roach, Danielle Berube, Laura Engstrom, Irene Pehrson, Cassandra Pool, Scott Wilcox, Chris Baker, and John Rouleau

Others present: Ed Bearor, Esq. (City Attorney) and Sawyer Loftus (BDN)

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

EJ Roach, Director of Economic & Community Development, updated the Committee on the following items:

A. The Downtown Plan and a recent visit from the Maine Development Foundation.

Goals for the Downtown Plan

1. Increase the number of businesses in the downtown district.
 2. Increase the number of people living in the downtown district.
 3. Increase the number of jobs created in the in the downtown district.
 4. Increase private investment within the downtown district.
 5. Maximize the use of existing infrastructure and land.
 6. Maintain the historic and cultural nature of the downtown.
 7. Incorporate the proximity to the Penobscot River into the vision of the downtown.
 8. Establish the downtown district as a destination for visitors.
- City of Old Town partnering with the Maine Development Foundation to do some arial footage of Old Town and produce a virtual walk- about the City for people to view.



City of Old Town

Financial Services Committee Minutes December 20, 2021

Finance Committee members convened December 20, 2021, in the Old Town City Hall Council Chambers, 265 Main Street

Committee members present – Councilors Stan Peterson (chair), Linda Mcleod, Chris Pushor and Council President Tim Folster

Other Councilors present- David Wight, Stan Peterson, and Mike May

Administration present – Bill Mayo, EJ Roach, Danielle Berube, Laura Engstrom, Irene Pehrson, Cassandra Pool, Chris Baker, Scott Wilcox and John Rouleau

Others present- Sawyer Loftus (BDN) and Ed Bearor, Esq. (City Attorney)

Councilor Peterson called the meeting to order at 6:20 p.m.

1. Danielle Berube, Finance Director, updated the Committee on the following items:
 - November 2021 financials.
 - City of Old Town Proposed Projects & Reserves Fiscal Year 2021-2022
 - Paving and Sidewalk Bond Summary
 - IT contract renewal

Motion made by Councilor Mcleod, seconded by Councilor Pushor to bring to the next full Council meeting a vote to transfer the fund balance to the reserve funds.
Approved all in favor, 4-0 (motion passed)



City of Old Town

Special Council Meeting Minutes December 20, 2021

Council convened December 20, 2021, in the City Hall Council Chambers, 265 Main Street

Councilor's present – President Tim Folster, Chris Pushor, David Wight, Carol May, Mike May, Linda McLeod, and Stan Peterson

Administration present – Bill Mayo, EJ Roach, Danielle Berube, Laura Engstrom, Irene Pehrson, Scott Wilcox, Chris Baker and Cassandra Pool

Others present – Sawyer Loftus (BDN), Ed Bearor, Esq. (City Attorney)

Council President Tim Folster called the meeting to order at 7:00 p.m.

Approval of the Minutes

Resolved, the Old Town City Council hereby approves as presented:
December 06, 2021, Regular Council meeting minutes.

Motion made by Councilor Peterson, seconded by Councilor Carol May.
Approved all in Favor, 7-0 (motion passed)

Petitions, Communications, and Citizens' Requests

Reports

- A. Council President
- B. Standing Committees - Administrative Services, Economic Development, Finance Services and Public Services.
- C. City Councilors
- D. City Attorney

E. City Manager

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

- Penobscot Community Commissioners presented the Old Town Rotary with the Spirit of America award.
- Live Christmas trees can be discarded from December 26 - January 14 in the vacant lot beside the Fire Station.
- Community Pool report from Sampson Weston will be given to the City Council soon.

Consent Agenda, Items 1-2

1. Resolved, the Old Town City Council hereby approves renewing the annual Animal Control Agreement with Penobscot County for 2022 at the cost stated in the Agreement for Animal Control Services in the City.
2. Resolved, the Old Town City Council hereby reappoints/appoints the following:

<u>Sewer Advisory Board</u> (2 yr. term)	<u>Term Expires</u>
Timothy Letourneau - Reappoint	12/31/2023

<u>Board of Assessment Review</u> (2 yr. term)	
Dale Dubay - Reappoint	12/31/2023
Jeff Street - Reappoint	12/31/2023

<u>Plumbing Inspector</u> (2 yr. term)	
David Russell - Reappoint	12/31/2023
Pat Estes, alternate - Reappoint	12/31/2023

<u>Airport Advisory Board</u> (2 yr. term)	
Christopher Blackie - Reappoint	12/31/2023
Dan Coffey - Appoint	12/31/2023

<u>Old Town Development, LLC.</u> (3yr. term)	
John Birmingham - Reappoint	12/31/2024
Stuart Harvey - Reappoint	12/31/2024
Lisa Gallant - Reappoint	12/31/2024
EJ Roach - Reappoint	12/31/2024
Jason Clay - Reappoint	12/31/2024

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

Approved all in Favor, 7-0 (motion passed)

Public Hearings and Second Reading of Ordinances:

Old Business: Item 1

1. Resolved, the Old Town City Council hereby adopts the Old Town City Council's Rules of Order and Procedure as an "old" version of the rules were presented at the Organizational meeting not reflecting the changed timeline for delivering items for the agenda to the City Manager and Council President. The approved motion on 12/21/2020, changed the timeline from 10:00 am the Tuesday prior to the council meeting to 3:00 pm on Thursday.

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

Approved all in favor, 7-0 (motion passed)

New Business: Items 1-3

1. Resolved, the Old Town City Council hereby accepts criminal forfeiture monies in the amount of \$19,254.00, 1 (one) Taurus Pistol Serial # ABE546578 and 1 (one) Hi-Point Pistol Serial # 8113829 in the case of the State of Maine v. Danielle McBreairty. Unified Docket No. CR20-2556 as the Old Town Police Department made a substantial contribution to this investigation.

Question was asked from Council to Chief Wilcox about what happens to the seized guns? He explained the firearms were destroyed by a company called Gun Buster that the police use, for this purpose.

Motion made by Councilor Peterson, seconded by Councilor Wight.

Approved all in Favor, 7-0 (motion passed)

2. 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 item.

Motion made by Councilor Carol May, to go into Executive Session at 7:07, seconded by Councilor McLeod.

Approved all in Favor, 7-0 (motion passed)

Motion made by Councilor Peterson, to come out of Executive Session at 7:22 pm seconded by Councilor McLeod.

Approved all in Favor, 7-0 (motion passed)

3. 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 Personnel matter.

Motion made by Councilor McLeod, to go into Executive Session at 7:23 p.m., seconded by Councilor Mike May.

Approved all in Favor, 7-0 (motion passed)

Motion made by Councilor Peterson, to come out of Executive Session at 8:00 p.m. seconded by Council President Folster.

Approved all in Favor, 7-0 (motion passed)

Adjournment

Motion made by Councilor Peterson to adjourn at 8:00 p.m., seconded by Councilor Wight.

Approved all in favor, 7-0 (motion passed)

Respectfully submitted,

Laura Engstrom
City Clerk

2. John Rouleau, Public Works Director, presented proposals to the Finance Committee on estimates for drainage design for St. Joseph and Lawndale cemeteries. John Rouleau recommended we go with Aviest. We have done engineering work with this firm before as they do the engineering at the airport.

- Oliver Associates proposal \$14,600, includes soil testing
- Aviest proposal \$9,435

Motion made by Councilor Mike May, seconded by Council President Folster to bring the Drainage Design proposal with Aviest for \$9,435.00 to the next full council meeting for a vote and approval.

Approved in favor, 3-1, Councilor McLeod, opposed (motion passed)

John Rouleau also briefed the Committee that DOT had contacted him that they may be doing a skim coat of paving along sections of Stillwater Ave. summer of 2022.

Adjournment

Motion made by Councilor McLeod, seconded by Councilor Pushor, moved to adjourn at 7:00 p.m. ***Approved, all-in favor, 4-0 (motion passed)***

Respectfully submitted,

Laura Engstrom
City Clerk

B. Provided some follow-up information regarding the community solar initiative.

- Ampen will be asking residents of Old Town a chance sign up for their solar initiative program. It will provide the residents and small businesses to see a reduction of the cost of their electric bill up to 15%. Larger businesses a reduction of up to 10%. The resident will receive a \$100.00 gift card as well as the City of Old Town, a matching \$100.00. EJ Roach, has suggested to the City Council that we use those matching funds to help with Food insecurities in the City.

Motion made by Councilor Peterson, seconded by Councilor Mike May to bring a vote to this Solar initiative program by Ampen and the disbursement of the matching funds before the Council on the next full Council meeting.
Approved all in favor, 4-0. (motion passes)

Adjournment

Motion made by Council McLeod, seconded by Councilor Peterson moved to adjourn at 6:20 p.m. *Approved all in favor, 4-0 (motion passes)*

Respectfully submitted,

Laura Engstrom
City Clerk