



**City of Old Town
Regular Council Meeting Minutes
January 03, 2022**

Council convened January 03, 2022, in the Old Town City Council Chambers, 265 Main Street.

Councilors present: Council President Tim Folster, Councilors David Wight, Chris Pushor, Carol May, Mike May, and Linda Mcleod.

Councilor Absent: Stan Peterson

Administration present: Travis Roy, Laura Engstrom, David Smith, EJ Roach, Lance Farrar, Scott Wilcox, Cassandra Pool, John Rouleau, and Irene Pehrson.

Others present: City Attorney, Tim Pease

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

Approval of the Minutes:

Resolved, the Old Town City Council hereby approves as presented the December 20, 2021, Economic, Finance and Special Council Committee meeting minutes.

Councilor Wight noted that the wording on the Finance Committee meeting minutes associated with the approval of the bid with Aviest for Cemetery Drainage was updated to reflect it was engineering work that was performed in the past by Aviest.

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

Approved, all in favor, 6-0 (motion passed)

Petitions, Communications, and Citizens' Requests

Reports

A. Council President

B. Standing Committees:

- Administrative Services
- Economic Development
- Financial Services
- Public Services

- C. City Councilor
- D. City Attorney
- E. Special Committees
- F. City Manager

Assistant Manager, Travis Roy, updated the City Council on the following items:

- The new City of Old Town website design with the company NeoGov should be up and running in 4-6 weeks.
- Three property bids for foreclosed properties in the city have gone out in the newspaper and social media. The bidding will be closed at 10:00 am on January 20, 2022 and the bids opened at 10:30 am that same day in the City of Old Town Council Chambers. Information on these properties is available at City Hall.
- Travis congratulated the City of Old Town Police officers for a job well done who participated in sledding with children at the YMCA.

Consent Agenda: Item 1

1. Resolved, the Old Town City Council hereby approves renewal applications of a Victualer’s License and a Special Amusement Permit for Alex Gray, Main Street Bookstore, LLC. d/b/a Kanú, 283 Main Street. Pending final inspection.

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

Approved, all in favor, 6-0 (motion passed)

Public Hearings and Second Reading of Ordinances

Old Business: Items 1 & 2

1. Resolved, the Old Town City Council hereby accepts the bid of \$9,435.00 from Aviest for the Engineering related to the cemetery drainage repair at the St. Joseph and Lawndale Cemeteries.

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

Approved, all in favor, 6-0 (motion passed)

2. Resolved, The City Council hereby authorizes Danielle Berube, Finance Director to move monies as presented below from the Fund Balance to the Reserve Funding:

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

Approved, all in favor, 6-0 (motion passed)

IT Reserve	\$50,000
Heavy Equipment Reserve	\$500,000
Infrastructure/Building Reserve	\$500,000
Bond Reserve	\$400,000
Tax Relief	\$790,000

New Business: 1 item (Addendum)

1. Resolved, the Old Town City Council hereby approves entering into an agreement with S J Rollins Technologies, of Brewer, ME, to provide IT services for all Old Town municipal departments and authorizes the Finance Director to transfer from IT Reserve to IT Service an amount not to exceed \$70,000 to cover the increased annual costs from the budgeted amount.
 - Travis Roy, Assistant Manager explained to the City Council that our current IT provider will be moving our information out of State and that the contract rate would be increasing. The response times for unresolved errors sometimes is quite long.
 - The City Council members have asked for references from other cities/towns on S J Rollins services and if there would be any fees associated with terminating the contract with our current provider. Travis will be providing those answers to them.

Motion made by Councilor Pushor, seconded by Councilor Wight.

Approved, all in favor, 6-0 (motion passed)

Adjournment:

Motion to adjourn at 6:22 pm made by Councilor Pushor, seconded by Councilor Wight.

Approved, all in favor, 6-0, (motion passed)

Respectfully submitted,

**Laura Engstrom
City Clerk -Old Town**