



MAY 21, 2018
MONDAY
6:30 P.M.

CITY OF OLD TOWN

ADMINISTRATIVE SERVICES COMMITTEE

AGENDA

City Hall-Council Chambers, 2nd Floor
265 Main Street-Old Town, ME

1. **Call to Order** (Please silence or turn off cell phones)

2. **City owned property**

The Committee will discuss the request of Jim Dubay to purchase a small parcel of land off Water Street that is behind one of his establishments. This was originally discussed at the February 20th Committee meeting and Staff was asked for more information. The Staff has reviewed this property and feels that this is not needed for City purposes. The lot value indicates a reasonable sale price of \$2,500 plus transfer costs.

3. **City owned property**

The Committee will discuss foreclosed property located at 79 Sanford Avenue. This property was foreclosed through the Sewer Lien process and needs to be accepted and decided upon whether to retain it or put it out to bid.

4. **Adjournment**

FUTURE AGENDA ITEMS
Heavy Equipment Replacement Capital Account Discussion
Public Safety, Library,
UDAG Loan Discussion
Foreclosures
IT-Phones, Upgrade, IT Staffing
Legislative Affairs
RSU #34 Update

Note: The Administrative Services Committee is composed of Councilors Nuttall (Chair), Klitch, Brissette and Council President Mahan.



MAY 21, 2018

MONDAY

Immediately following Administrative Serv. Mtg.

**CITY OF OLD TOWN
FINANCE COMMITTEE
AGENDA**

**City Hall-Council Chambers, 2nd Floor
265 Main Street-Old Town, ME**

1. **Call to Order** (Please silence or turn off cell phones)

2. **Airport**

Airport Manager Lance Farrar has received 3 bids for the construction of a 48' x 62' storage hangar at the airport. He is looking for a recommendation to the full Council to accept the bid from L&L Builders of Maine in the amount of \$108,044.28 plus 5% for a total not to exceed \$113,084.50.

3. **FY 2018-2019 Budget**

The Committee will discuss the FY 2018-2019 Budget.

4. **Adjournment**

FUTURE AGENDA ITEMS

Heavy Equipment Replacement Capital Account Discussion

Public Safety, Library,

UDAG Loan Discussion

Foreclosures

IT-Phones, Upgrade, IT Staffing

Legislative Affairs

RSU #34 Update

Note: The Finance Committee is composed of Councilors Peterson (Chair), May, Nuttall and Council President Mahan.



MAY 21, 2018

MONDAY

Immediately following the Finance Comm. Mtg.

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.**
- V. PETITIONS, COMMUNICATIONS AND CITIZENS' REQUESTS**
- VI. REPORTS**
 - A. Council President**
 - B. Standing Committees (Finance, Public, Administrative & Economic Services; Landfill, Legislative, Sewer, Airport & Housing sub-committees)**
 - C. City Councilors**
 - D. City Attorney**
 - E. Special Committees**
 - F. City Manager**
- VII. CONSENT AGENDA (New Business items 1, 2 & 3)**

Suggested motion: Resolved, the Old Town City Council hereby approves the Suggested motions under New Business items 1, 2 & 3 as presented.
(Councilor Nuttall)
- VIII. PUBLIC HEARINGS AND SECOND READING OF ORDINANCES**
- IX. OLD BUSINESS**
- X. NEW BUSINESS**

1. The City Council will consider authorizing the City Manager to execute a Municipal Quit Claim Deed to clear title of property at 62 Seventh Street. There was a matured tax lien that was paid but never discharged.

Suggested motion: Resolved, the Old Town City Council hereby authorizes the City Manager to execute a Quit Claim Deed to Habitat for Humanity to clear title of property at 62 Seventh Street and formerly owned by Josiah & Brenda Friberg.

2. The City Council will consider approval of an application from Old Town Boosters for a Major Special Event Permit for Smokey’s Greater Shows to be held in the Riverfront Park and to waive the Permit fee.

Suggested motion: Resolved, the Old Town City Council hereby approves an application from Old Town Boosters, for a Major Special Event Permit for Smokey’s Greater Shows to be held in the Riverfront Park from June 18, 2018 to June 24, 2018 and to waive the Permit fee.

3. The City Council will consider accepting a bid for City owned property located at 942 West Old Town Road.

Suggested motion: Resolved, the Old Town City Council hereby accepts the bid from Stephen Russell in the amount of \$42,500 for City owned property located at 942 West Old Town Road. The Council further authorizes the City Manager to execute all necessary documents to complete the transaction.

4. The City Council will consider authorizing the City Manager to take all necessary steps to retain Tax Acquired property pursuant to the mature tax lien process. The property currently has buildings that will need to be razed. This property was removed from a Council Agenda motion on March 5, 2018 for further review.

Suggested motion: Resolved, the Old Town City Council hereby authorizes the City Manager to take all necessary steps to retain the following Tax Acquired Property as recommended by the Administrative Services Committee. The City Council further authorizes the demolition of any structures located on the property.

<u>Address</u>	<u>Type</u>	<u>Condition</u>	<u>Occupancy</u>	<u>Purpose of retention</u>
2444 Bennoch Rd/Mobile Home	Mobile Home	Poor	Vacant	To provide parking for the Pea Cove Cemetery

(Councilor Brissette)

5. The City Council will consider going into Executive Session for the purpose of discussing a Personnel matter.

Suggested motion: 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.

(Councilor May)

XI. ADJOURNMENT