



City of Old Town

Finance Committee Minutes December 21, 2020

Finance Committee members convened Dec. 21, 2020 via Zoom

Committee members present – Councilors Linda McLeod, Carol May, Tim Folster and Council President Kyle Smart

Administration present – Bill Mayo, Travis Roy, EJ Roach, David Russell, Danielle Berube, Cynthia Jennings, John Rouleau, David Smith and Laura Engstrom

Others- Ed Bearer, Esq.,

Councilor Carol May called the meeting to order at 6:03 p.m.

Roll Call, all present

1. Danielle Berube, Finance Director, updated the Committee on the November 2020 Financials.

Adjournment

Motion made by Councilor Folster, seconded by Councilor McLeod, moved to adjourn at 6:11 p.m. (Roll Call Vote) *Approved, all in favor, 4-0*

Respectfully submitted,

Laura Engstrom
City Clerk



City of Old Town

Special Council Meeting Minutes December 21, 2020

Council convened December 21, 2020 Via Zoom

Councilors present – Council President Kyle Smart, Councilors Shirley Brissette, Tim Folster, David Wight, Linda McLeod, Carol May and Stan Peterson

Administration present – Bill Mayo, Travis Roy, EJ Roach, Danielle Berube, Cynthia Jennings, David Smith, Dave Russell, John Rouleau and Laura Engstrom

Others present – Ed Bearor, Esq.

Council President Kyle Smart called the meeting to order at 6:12 p.m.

Roll call, all present

Approval of the Minutes

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

- December 07, 2020 Organizational and Regular Council Meeting minutes. Motion made by Councilor Folster, seconded by Councilor Peterson. (Roll call vote), Approved *all in favor, 7-0*

Petitions, Communications, and Citizens' Requests

Reports

A. Council President

- Council President Smart stated he would like to hold an Executive Session to discuss the annual City Managers evaluation.

B. Standing Committees – Finance, Public, Administrative & Economic Services; Landfill, Legislative, Sewer, Airport & Housing sub-committee

C. City Councilors

D. City Attorney

E. City Manager

City Manager Bill Mayo discussed the following two items:

1. Yama's Restaurant on Main Street has acquired a contractor to side the building and repair the roof to secure the building for the winter.
2. A meeting with RH Foster will be taking place to see how the finish work will be completed on their lot construction.

Consent Agenda

Public Hearings and Second Reading of Ordinances

1. Resolved, The Old Town City Council hereby approves scheduling a Second Reading for final approval on January 04, 2020 for a proposal to relocate the zoning boundary lines along a portion of Perkins Avenue, Lincoln Street and Wilson Street to encompass the properties at 151 Perkins Avenue, Tax Map 21, Lot 164, 24 Wilson Street, Tax Map 21, Lot 165 and a vacant lot on Lincoln Street, Tax Map 21, Lot 175-A.
Motion made by Councilor Brissette, seconded by Councilor May. (Roll call vote), *Approved all in favor, 7-0*

Old Business: items 1, 2 & 3

1. Resolved, The Old Town City Council hereby adopts the Rules of Order and Procedure for conducting meetings and adopts the revised wording in the Section called Standing Committees, Special Committees, Board Liaison to simply read "Standing Committees" as advised by Ed Bearer, City Attorney.
Motion made by Councilor Folster, seconded by Councilor Brissette. (Roll call vote), *Approved all in favor, 7-0*.
2. President Smart asked for a motion to amend Section 2, first sentence of the Rules of Order and Procedure. Motion made by Councilor Folster, seconded by Councilor Brissette moved to amend the Rules of Order and Procedure to read: All reports, communications, ordinances, resolutions, contract documents, appointments, or other matters to be submitted to the Council shall be delivered to the City Manager and Council President by 3:00 p.m. on the Thursday prior to the regular Monday meeting if they are to have consideration at that meeting. (Roll call vote), *Approved all in favor, 7-0*

3. President Smart asked for a motion to amend Section 5, listed as Workshop Session in the Rules of Order and Procedure packet to include public in the sentence. The sentence will now read, the Press and public shall now be notified and permitted to attend. Motion made by Councilor Folster, seconded by Councilor May
(Roll call vote) **Approved all in favor, 7-0**

New Business

XL Adjournment 6:41 pm

Motion made by Councilor Brissette, seconded by Councilor Peterson (Roll Call Vote)
Approved, *all in favor, 7-0.*

Respectfully submitted,

Laura Engstrom
City Clerk