

**Tuesday April 21, 2020
immediately following Finance Committee Meeting.**

**Agenda
Special Council Meeting
ONLINE MEETING VIA ZOOM
(SEE BELOW FOR MORE INFORMATION)**

I. Call to Order

Please turn off or silence cell phones

II. Flag Salute

III. Roll Call

IV. Approval of the Minutes

March 2nd Regular Council Meeting Minutes

Roll Call Vote

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 – Items 1, 2, 3, & 4

1. The Old Town City Council will consider entering into four (4) credit enhancement agreements within the Downtown Municipal Tax Increment Financing District, related to the physical properties of 275 Main, 277 Main, 283 Main & 285 Main, being developed by DBG, LLC.

Suggested motion: Resolved, the Old Town City Council hereby approves entering into four (4) credit enhancement agreements within the Downtown Municipal Tax Increment Financing District, related to the physical properties of 275 Main, 277 Main, 283 Main & 285 Main, being developed by DBG, LLC. The City Council Authorizes the City Manager to execute four (4) credit enhancement agreements according to the City of Old Town Tax Increment Financing (TIF) policy and under the authority established in 20-A M.R.S.A., Section 5252-5254.

2. The Old Town City Council will consider accepting an after-deadline redemption on foreclosed property, Account #1122, for Whitney Randall located at 613 Main Street for payment of the 2015-2017 Sewer fees in the total amount of \$1047.08.

Suggested motion: Resolved, the Old Town City Council hereby accepts an after-deadline redemption on foreclosed property, Account #1122, for Whitney Randall located at 613 Main Street for payment of the 2015-2017 sewer in the amount of \$1047.08. This amount includes the sewer fees amount of \$738.74, interest of \$112.57, and lien cost of \$195.77. The Old Town City Council further authorizes the City Manager to execute a Municipal Quit-Claim Deed.

3. The Old Town City Council will consider accepting an after-deadline redemption on foreclosed property for Ralph Damren located at 779 Stillwater Avenue for payments of Sewer and Taxes in the total amount of \$7,527.25.

Suggested motion: Resolved, The Old Town City Council hereby accepts an after-deadline redemption on foreclosed property for Ralph Damren for Account # 95, 2018-2020 Sewer fees and payment of Account # 616, 2018-2020 Taxes in the total amount of \$7,527.25. This amount includes lien costs of \$273.14, interest of \$542.04, and a late redemption fee of \$150.00. The Old Town City Council further authorizes the City Manager to execute a Municipal Quit-claim Deed.

4. The City Council will consider approval of a Victualer's License renewal application for Qazi, LLC, D/B/A Subway Store #11264 255 Main Street, and pending David Russell, Code Enforcer's final inspection.

Suggested motion: Resolved, the Old Town City Council hereby approves the Victualer's License renewal application for Qazi, LLC. D/B/A Subway Store #11264, 255 Main Street, pending David Russell, Code Enforcer's final inspection.

Councilor Smart

Roll Call Vote

VIII. Public Hearings and Second Reading of Ordinances

1. The Old Town City Council will conduct a Public Hearing on a proposal to relocate the zoning boundary lines from across Gillman Falls Avenue to encompass properties at: 37 Fourth Street and 5 Gillman Falls Avenue. This zone change would change those properties from an R-1 zoning designation to an R-2 zoning designation as shown on Assessors Tax Map 23, Lot 30 & 31. **(Attachment Exhibits A & B)**
- 1a. The Old Town City Council will consider scheduling a Second Reading and final approval on a proposal to relocate the zoning boundary lines from across Gillman Falls Avenue to encompass properties at: 37 Fourth Street and 5 Gillman Falls Avenue.

Suggested motion: Resolved, The Old Town City Council hereby approves scheduling a Second Reading for final approval on May 4th, 2020 for a proposal to relocate the zoning boundary lines from across Gillman Falls Avenue to encompass properties at 37 Fourth Street and 5 Gillman Falls Avenue. This zone change would change those properties from an R-1 zoning designation to an R-2 zoning designation as shown on Assessor's Tax Map 23, Lot 30 & 31. **(Attachment Exhibits A & B)**

Councilor Brissette

Roll Call Vote

IX. Old Business

X. New Business

1. The Old Town City Council will consider the sale of a portion of a property as shown on assessor's Map 23, Lot 32 to Mr. & Mrs. Dyer of 39 Sewall Drive. This parcel will measure approximately 126.4' by 78', or, 9,859 square feet. (.23 acres). The Dyers will be responsible for the surveying of the property, deed description, the recording of the property, any legal expenses and for any and all other cost associated with this transaction. (**Attachment Exhibits C & D**)

Suggested motion: Resolved, the Old Town City Council hereby agrees to sell a portion of a property as shown on assessor's Map 23, Lot 32 to Mr. & Mrs. Dyer of 39 Sewall Drive, in the amount of fifty-four hundred and forty-eight (\$5,448.) dollars. This Parel measures approximately 126.4' by 78', or 9,859 square feet. (.23 acres). Actual dimensions will be verified in the field by a licensed surveyor and reflected accurately within the deed. The Dyers will be responsible for the surveying of the property, deed description, the recording of the deed, any legal expenses and for any and all other costs associated with this transaction. The City Old Town Council further authorizes the City Manager to execute said sale. (**Attachment Exhibits C & D**)

Councilor Folster

Roll Call Vote

2. The Old Town City Council will consider entering into a purchase and sale of Real Estate agreement between the City of Old Town and Robert Leighton Jr for 276 Main Street shown on Assessor's Map 26, Lot 5 for the agreed upon purchase price of \$15,619.04.

Suggested motion: Resolved, the Old Town City Council hereby approves entering into a purchase and sale of Real Estate agreement between the City of Old Town and Robert Leighton Jr for 276 Main Street shown on Assessor's Map 26, Lot 5 for the agreed upon purchase price of \$15,619.04. The City Council authorizes Finance Director to transfer \$15,619.04 from fund balance 10-3800-00 to 01-045-4851 and expended from 01-120-60-6400 capital outlay and further authorizes the City Manager to execute said agreement as recommended by the Old Town LLC.

Councilor Smart.

Roll Call Vote

3. The Old Town City Council will consider entering into a purchase and sale of Real Estate agreement between the City of Old Town and Sargent Property Management LLC for 274 Main Street shown on Assessor's Map 26, Lot 4 for the agreed upon purchase price of \$15,417.05.

Suggested motion: Resolved, the Old Town City Council hereby approves entering into a purchase and sale of Real Estate agreement between the City of Old Town and Sargent Property Management LLC for 274 Main Street shown on Assessor's Map 26, Lot 4 for the agreed upon purchase price of \$15,417.05. The City Council authorizes Finance Director to transfer \$15,417.05 from fund balance 10-3800-00 to 01-045-4851 and expended from 01-120-6400 capital outlay and further authorizes the City Manager to execute said agreement as recommended by the Old Town LLC.

Councilor May

Roll Call Vote

4. The Old Town City Council will consider entering into a purchase and sale of Real Estate agreement between the City of Old Town and John Degaribody for 270 Main Street shown on Assessor's Map 26, Lot 2 for the agreed upon purchase price of \$16,053.42.

Suggested motion: Resolved, the Old Town City Council hereby approves entering into a purchase and sale of Real Estate agreement between the City of Old Town and John Degaribody for 270 Main Street shown on Assessor's Map 26, Lot 2 for the agreed upon purchase price of \$16,053.42. The City Council authorizes Finance Director to transfer \$16,053.42 from fund balance 10-3800-00 to 01-045-4851 and expended from 01-120-6400 capital outlay and further authorizes the City Manager to execute said agreement as recommended by the Old Town LLC.

Councilor Folster

Roll Call Vote

5. The Old Town City Council will consider authorizing Finance Director Danielle Berube to write off all interest on Real Estate Taxes, personal property tax, and sewer owed from March 16, 2020 until 30 days after Governor Mills has lifted the Emergency State of Maine Executive Order.

Suggested motion: Resolved, the Old Town City Council hereby approves authorizing Finance Director Danielle Berube to write off all interest on Real Estate Taxes, personal property tax, and sewer owed from March 16, 2020 until 30 days after Governor Mills has lifted the Emergency State of Maine Executive Order.

Councilor Ketchen

Roll Call Vote

6. The Old Town City Council will consider waiving the fee for day passes for the City's Transfer Station until 30 days after Governor Mills has lifted the Emergency State of Maine Executive Order.

Suggested motion: Resolved, the old Town City Council hereby approves waiving the fee for day passes to the Transfer Station until 30 days after Governor Mills has lifted the Emergency State of Maine Executive Order.

Councilor Peterson

Roll Call Vote

7. The Old Town City Council will consider the appointment of Election Clerks as listed on attachment E for a two-year term to serve at the voting place during Elections when polls are open and as counters after polls close. This is pursuant to Title 21-A M.R.S.A, §503-(7) (A)

Suggested motion: Resolved, The Old Town City Council hereby approves appointment of Election Clerks listed on attachment E for a two-year term to serve at the upcoming elections pursuant to Title 21-A M.R.S.A, §503-(7) (A)

Councilor Brissette

Roll Call Vote

XI. Adjournment

Roll Call

Zoom Webinar Information:

When: Apr 21, 2020 06:00 PM Eastern Time (US and Canada)
Topic: Old Town City Council Meeting 4.21.2020

Please click the link below to join the webinar:

<https://zoom.us/j/690486714>

Or iPhone one-tap :

US: +13126266799,,690486714# or +16465588656,,690486714#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 646 558 8656 or +1 346 248 7799 or +1 669 900 9128 or +1
253 215 8782 or +1 301 715 8592

Webinar ID: 690 486 714

International numbers available: <https://zoom.us/u/ar8asxQwS>

"PUBLIC COMMENT: With the shift to remote meetings, we have modified how we receive public comments. At this time, the Old Town City Council is accepting written public comment in place of in-person participation. Written public comments must be e-mailed to City Administrator at OldTownInfo@old-town.org, or mailed to: Public Comment 265 Main St. Old Town, ME 04468. Public Comment received by 12:00 PM on the date of the Council meeting will be provided to the City Council in advance of the meeting and will become a part of the permanent record of the meetings. If e-mailing, please note "Public Comment" and the meeting date in the Subject field."



Change to R-2

Change to R-2

30-A

30

5

Fourth St

22
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Exhibit B



Exhibit C

50A

1644

181.8

78'

9,859 sq ft.
.23 ACRES

75

89
52

1294

1172

82

300

115

1152

33

115

89

67.8

29

24

75

Exhibit D



48.6

56

50

155.7

50A

209.2

316

75

12

255

240

32

Fourth St

38

715

110.2

33

115.2

715

68

57.8

280

34

715

4

129.2

29

109.52

64.4

90.4

164.1

31

33

108.8

145.8

60.7

5

140

68.1

101.8

ATTACHMENT E

ELECTION CLERKS 2020-2021

JAMES OAKES (WARD CLERK) (R)

SHARON ST JOHN (WARDEN) (R)

NANCY BLANCHARD (D)

CHARLENE VANDEZ (D)

GILLES GIRARD (D)

BETTY SMART (D)

CHRISTINE DANIELS (D)

DELAINA TOOTHMAN (R)

NANCY SULLIVAN (R)

LLOYD DAY (U)

CATHY MARTINAGE (R)

PAT STEBBINS (R)

BARBARA BLAIR (D)

LINDA COOK (D)

MARIE RICHARDS (D)

MONA HARRIS (R)

SHELIA MYER (D)

CATHERINE LUCAS (R)

ROBERTA FOWLER (R)

YVONNE PARADIS (D)

SHANNON MEISTER (REGISTRAR) (R)

LAURA ENGSTROM (REGISTRAR) (U)

KADIE STRIEFLER (REGISTRAR) (G)