



Presque Isle City Council Meeting

Wednesday, December 7th, 2022

6:00 PM

Sargent Family Community Center

AGENDA

Call to Order

Roll Call

Pledge of Allegiance

Pinning Ceremony

Public Hearing

1. Approval of Application for NMCC to accept CDBG Funds

Citizen Comments

Consent Agenda

2. Approve Minutes from October 5, 2022, October 11, 2022, October 12, 2022, October 13, 2022, November 2, 2022, November 3, 2022 and November 17, 2022
3. Approve 2022 Warrants #39, #40, #41, #42, #43 and #44 totaling \$3,683,440.59
4. Approve Return of Votes Cast for November 8, 2022
5. Approve Solid Waste Hauler Licenses for Gil's Sanitation, Inc., McNeal's Trucking, Pine Tree Waste & Star City Sanitation, Inc.
6. Approve Appointment to Presque Isle Downtown Revitalization Committee
7. Approve Appointments to Presque Isle Planning Board
8. Approve Appointment to Presque Isle Housing Authority Board of Commissioners
9. Approve Appointment to Presque Isle Board of Assessment Review
10. Approve Holiday Closure

Old Business

11. 2023 Budget

New Business

12. Waiver of Foreclosure
13. Annual Appointment List for January 2022
14. Schedule Public Hearing to repass Ordinances due to "Sunset Provision"
15. Schedule Public Hearing for Proposed Chapter 63; Lodging Establishment License Ordinance
16. Notice of Hearing for Dangerous Buildings
17. Approve Rotary Project

Manager's Report

Announcements

Executive Session

Pursuant to 1 M.R.S.A. § 405(6)(D) to discuss Negotiations

Adjournment

PRESQUE ISLE CITY COUNCIL MEETING

For:

December 7, 2022

AGENDA ITEM # 1

SUBJECT

PUBLIC HEARING: Approval of Application for NMCC to accept CDBG Funds

INFORMATION

- 1) Memorandum
- 2) Council Resolution
- 3) Committee Information
- 4) Budget
- 5) Environmental Clearance
- 6) Public Hearing Notice

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to approve the resolution accepting CDBG funds for Public Service Project on behalf of NMCC.



City of Presque Isle, Maine

The Office of
Director of Economic & Community Development

Galen Weibley

Email: gweibley@presqueisleme.us

MEMORANDUM

TO:	City Councilors; Kim Finnemore, City Clerk; & Martin Puckett, City Manager;
FROM:	Galen Weibley, Director of Economic & Community Development
DATE:	November 22, 2022
RE:	Public Hearing for NMCC Community Development Block Grant Application

Maine Department of Economic & Community Development has authorized the City's CDBG Application for Northern Maine Community College's (NMCC) Public Service grant to enter development phase. As part of the final application, the City must formally pass a resolution accepting CDBG funds on behalf of the application. Before passing the resolution, the Council must conduct a public hearing before final submission to the state. City staff has worked with the applicant to finalize the documents required for the development phase of this project and have obtained Environmental Clearance for this project.

Support Motion: Mr. Chairman, I move that we approve the resolution submitted in our packet, accepting the City's administration of NMCC's Community Development Block Grant Public Service Program to create a workforce development coordinator position to aid in workforce attraction.

(Enclosures)

- ***Resolution accepting CDBG Funds for Public Service Project on behalf of NMCC***
- ***Final Program Statement information (Final Budget & Advisory Committee)***
- ***Correspondence from Maine DECD with Environmental Clearance for Project***

PRESQUE ISLE COUNCIL RESOLUTION

WHEREAS, the **City of Presque Isle** wishes to apply to the Department of Economic and Community Development for a Community Development Block Grant to carry out a community development program; and

WHEREAS, the planning process required by Maine Law and the CDBG Program have been complied with, including participation in the planning process by low and moderate income families and individuals and **the community has conducted at least one duly advertised public hearing**; and

WHEREAS, the **City of Presque Isle** is cognizant of the requirement that should the intended National Objective of the CDBG program not be met all CDBG funds must be repaid to the State of Maine CDBG program; and

NOW THEREFORE, be it resolved by the Council of the **City of Presque Isle** that the City Manager (or other local government official or officer):

- 1) Is authorized and directed to submit an application for the following program(s) and dollar amount(s) within the State of Maine's CDBG Program:

Program: Public Service Program **Amount:** \$80,000

To the Department of Economic and Community Development on behalf of the Community of Presque Isle substantially in the form presented to this council;

- 2) Is authorized to make assurances on behalf of the Community of Presque Isle required as part of such applications, and
- 3) Is authorized and directed, upon acceptance of said funds to carry out the duties and responsibilities for implementing and said program(s), consistent with the Charter of the Community of Presque Isle and the laws and regulations governing planning and implementation of community development programs in the State of Maine.

DATE ENACTED: _____

Municipal

Seal

AUTHORIZED SIGNATURES

Name: Kevin Freeman, Chair	Date
Name: Jacob Shaw, Deputy Chair	Date
Name: Mike Chasse, Councilor	Date
Name: Doug Cyr, Councilor	Date
Name: Craig Green, Councilor	Date
Name: Gary Nelson, Councilor	Date
Name: Jeffery Willette, Councilor	Date



Step Two: The Community Development Advisory Committee

Each community receiving Community Development Block Grant (CDBG) funds must form a community development advisory committee (CDAC) to oversee and guide their project through its planning and implementation stages. The committee is formally created and appointed by the community's governing body.

Roles for the CDAC

The CDAC performs several functions:

- **Selection of consultants and/or contractors** – including developing requests for proposals
- **Community input** – organizing opportunities for the public to be involved in the projects.
- **Public relations** – organizing and publicizing the project and its progress.
- **Handling complaints** – developing and implementing a policy for hearing and resolving complaints about the project. (See the Policy Statement #13 on Handling Complaints following this section)

Who to appoint

Selecting members of the community to serve on the committee is very important. The community should contain representatives of the various stakeholders in your project, **ESPECIALLY** residents of your target area or individuals who may use the services you will support with CDBG funds. This will help the CDAC structure a program that truly meets the needs of the target group.

Possible Committee Members (submit actual list with your Project Development package)

Committee Member	Affiliation
Joy Barressi	Aroostook Agency on Aging
Paul Towle	Aroostook Partnership
Kris Doody	Cary Medical Center
Doug Cyr	JD Irving Co
Gregg Lafrancioss	Northern Light AR Gould
Greg Collins	S.W. Collins
Ray Rice	University of Maine Presque Isle

State of Maine CDBG Program

Final Budget Summary (Include Cash & In-Kind)

Cost Category	Column 1 CDBG	Column 2 Local	Column 3 State	Column 4 Utility	Column 5 Non- CDBG Federal	Column 6 Other	Column 7 Cost Category Total
Land Acquisition							
Legal Expenses							
Appraisals							
Relocation							
Demolition							
Site Work							
Architectural							
Engineering							
Administration							
Program Delivery							
Planning							
Loans							
Grants							
Operational	\$80,000		\$150,000				
Construction							
Materials							
Equipment							
Inspection							
Other (List)							
1. Travel/Training & Food						\$24,000	
2.							
3.							
TOTAL COSTS	\$80,000						

Directions for Completing Budget Summary

- For each applicable cost (cash and in-kind) in the Cost Category column, list the dollar amount for all applicable funding sources in columns 1-6.
- List the total dollar amount for each cost category in column 7, Cost Category Total
- Enter the total of all Cost Category amounts in column 7 in the TOTAL COSTS box directly under column 7.
- Submit a copy of this Budget Summary with the Phase II materials.**



STATE OF MAINE
DEPARTMENT OF ECONOMIC
AND COMMUNITY DEVELOPMENT



JANET T. MILLS
GOVERNOR

HEATHER JOHNSON
COMMISSIONER

November 16, 2022

Martin Puckett, Manager
City of Presque Isle
12 Second Street
Presque Isle, Maine 04769

SUBJECT: City of Presque Isle
PS 2022
NMCC
ERR Clearance: November 16, 2022

Dear Mr. Puckett:

We received a complete environmental review consisting of an Environmental Summary, appropriate checklist reviews, and an Environmental Review Statement on November 15, 2022. You initially contacted us that your project was eligible for a 58.35(b) review and your submission served as notification your project is Categorically Excluded/Exempt. The effective date for removal of environmental conditions for obligations of CDBG funds is shown above.

Please note that all documentation for your environmental review, including those referenced in checklist reviews or necessary to verify compliance with requirements, must be located in your local ERR community file and available for public view. Availability of this documentation will facilitate compliance review during program monitoring.

If you have questions, please feel free to contact this office at 624-7484.

Sincerely,

Deborah Johnson

Deborah Johnson, Director
Office of Community Development

cc:
/sjb

**Public Hearing Notice
The City of Presque Isle**

The City of Presque Isle will hold a Public Hearing on December 7, 2022, at 6:00 PM, at the Sargent Family Community Center 24 Chapman Road Presque Isle, Maine 04769 to discuss an application being submitted to the State of Maine CDBG program for a Public Service Program.

The purpose of the grant application is to help fund workforce program coordinator position as part of the Northern Maine Growth Initiative sponsored by the Northern Maine Community College. Public comments will be solicited at this Hearing and will be submitted as part of the Project Development Phase. All persons wishing to make comments or ask questions about the grant application are invited to attend this Public Hearing. Comments may be submitted in writing to: The City Clerk, Kim Finnemore at 12 Second Street, Presque Isle, ME 04769 at any time prior to the Public Hearing. TDD/TTY users may call 207-760-2702. If you are physically unable to access any of the City's programs or services, please call (207) 760-2702, so that accommodations can be made.

Per City Council, Kimberly A. Finnemore, City Clerk



Nov. 23, 2022

PRESQUE ISLE CITY COUNCIL MEETING

For:

December 7, 2022

AGENDA ITEM # 2

SUBJECT

CONSENT AGENDA: 2022 Minutes

INFORMATION

- 1) October 5, 2022 Minutes
- 2) October 11, 2022 Minutes
- 3) October 12, 2022 Minutes
- 4) October 13, 2022 Minutes
- 5) November 2, 2022 Minutes
- 6) November 3, 2022 Minutes
- 7) November 17, 2022 Minutes

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to approve minutes from October 5, 2022, October 11, 2022, October 12, 2022, October 13, 2022, November 2, 2022, November 3, 2022, and November 17, 2022



Presque Isle City Council Meeting

October 5th, 2022

6:00 PM

Sargant Family Community Center

Call to Order – Roll Call

Present: Chairman K. Freeman, Deputy Chairman J. Shaw, Councilors M. Chasse, G. Nelson and J. Willette.

Absent Councilor C. Green and D. Cyr

City Manager Martin Puckett and City Clerk Kimberly Finnemore were also present.

Pledge of Allegiance

Chairman K. Freeman called the meeting to order at 6:02 PM and led those present in the Pledge of Allegiance.

Public Hearing

1. Approve Presque Isle Development Fund Façade Loan for Matthew McGinley, d/b/a Royal Leaf Apothecary with location of 415 Main Street

Chairman K. Freeman opened the Public Hearing at 6:02 PM.

City Manager M. Puckett spoke on the approval thru the Planning and Development Board.

Galen Weibley gave a brief overview how the program runs.

Matt McGinley gave an overview of how he would like to use the funds for lights, sign, to spruce up the front of the business.

There were no citizens comments

Chairman K. Freeman closed the Public Hearing at 6:07 PM

BE IT RESOLVED by Councilor J. Willette seconded by Deputy Chairman J. Shaw to approve a Presque Isle Development Fund Façade Loan to Matthew McGinley d/b/a Royal Leaf Apothecary located at 415 Main Street.

Vote: 5-0

2. Approve Presque Isle Development Fund Façade Loan for Chad Graham, Fieldstone Leasing & Development with location 477 Main Street.

Chairman K. Freeman opened the Public Hearing at 6:08 PM

City Manager M. Puckett spoke on the review with the Planning and Development Board.

Chad Graham spoke on the front of his building there are piece that are ready to fall off and he plans to replace the front of the building.

There were no citizen comments

Chairman K. Freeman closed the Public Hearing at 6:10 PM

BE IT RESOLVED by Councilor J. Willette and seconded by Deputy Chairman J. Shaw to approve a Presque Isle Development Fund Façade Loan to Chad Graham, d/b/a Fieldstone Leasing & Development located at 477 Main Street

Vote 5-0

Citizen Comments

There were no Citizens Comments

Consent Agenda.

3. Approve 2022 Warrants #34-#37 totaling \$1,615,608.85

4. Drug Forfeiture-Meagan Tardif-\$1775.00 in U.S. Currency

BE IT RESOLVED by Deputy Chairman J. Shaw, seconded by Councilor J. Willette to approve Consent Agenda #3-#4 as presented.

Vote: 5-0

Old Business

New Business

5. Announcement of Award of EDA grant for Aerospace Research Park (\$5,629,128)

Scott Wardwell Airport Director gave a verbal Presentation on the Aerospace Research Park-1500 ft road with infrastructure sites for 10-11 buildings. Funding From: Economic Development Administration. Total Project Cost: \$5,629,128. Grant Funding: \$4,503,302. Short-Term Impact: 14 jobs saved, 126 jobs created, \$30 million in private investment leveraged. First Tenant on Board: VALT Enterprises-Hypersonic Research. Long-Term Impact: When other 10 buildings constructed, a total of 400-440 high paying jobs created.

6. WARM Loan -Kevin Thorstenson, d/b/a Thor Enterprises, LLC with location of 290 Skyway Street- Apartments 1, 2, 44, 52, 53, 54, 77, & 78 and under Kevin Thorstenson, d/b/a Thor Properties, LLC with location of 24 Academy Street.

City Manager M. Puckett about the review of the application at the Presque Isle Development Fund Committee and the WARM program

Galen Weibley spoke on the loan program.

Kevin Thorstenson spoke on outfitting his apartments boilers to more energy efficient and cost -effective propane from #2 fuel.

BE IT RESOLVED by Councilor J. Willette, seconded by Deputy Chairman J. Shaw to approve a Presque Isle Development Fund WARM Loan Application to Kevin Thorstenson d/b/a Thor Enterprises LLC in the amount of \$33,750.00 at 2.25% amortized for 10 years.

Vote: 4-0-1

Chairman K. Freeman abstained

Manager's Report

City Manager M. Puckett spoke on Presque Isle Police Department Open House on October 15th from 10-1 and the Public is invited.

Ron Smith From HR Smith Auditor will be coming to the October 13 Meeting at 5:15PM
Absentee Ballots will be ready for the Public on October 11th

0

Announcements

The County's Oktoberfest is being held at Legacy Ranch & Event Center LLC on October 15th from 2:00-5:00 PM.

Haunted Lantern History Tour will be held on October 14 and 15th, 2022 from 6-7:30 PM each evening

We have the following vacancies for Boards/ Committees: Zoning Board and an alternate on Planning Board. Please see the City Clerk for an application or apply online.

Budget Workshops are scheduled for October 11, 12, and 13th all at 5:15 PM at the Sargent Community Center. The next regularly scheduled meeting of the Presque Isle City Council will be on Wednesday, November 2, 2022 also at the Sargent Family Community Center

Adjournment

BE IT RESOLVED by Councilor M. Chasse seconded by Deputy Chairman J. Shaw to enter into Executive Session at 6:54 PM pursuant to 1 M.R.S.A. § 405(6)(D) to discuss Negotiations.

Vote: 5-0

Out of executive session at 7:59 PM.

BE IT RESOLVED by Chairman K. Freeman, seconded by Councilor J. Willette to authorize the city manager to utilize the services of Hoyle Tanner and AECOM for BIL Airport Terminal Project PL 117-58 for an amount not to exceed \$36,300.

Vote: 4-1

BE IT RESOLVED to adjourn by Councilor J. Willette, second by Deputy Chairman J. Shaw at 8:02 PM.

Vote 5-0

Attested by: _____
Kimberly A Finnemore, City Clerk



Presque Isle Budget Workshop

October 11th, 2022

5:15 PM

Sargent Family Community Center

Call to Order – Roll Call

Present: Chairman K. Freeman, Deputy Chairman J. Shaw, Councilors C. Green, J. Willette

Councilor G. Nelson arrived at 6:29

Absent Councilor D. Cyr and M. Chasse

City Manager Martin Puckett and City Clerk Kimberly Finnemore were also present.

Call to Order

Chairman K. Freeman called the meeting to order at 5:25 PM with the pledge of allegiance

Budget Workshop

****Note:** Detailed information regarding the specific departments listed below can be found in the City of Presque Isle 2023 Proposed Budget which will be available online at www.presqueislemaine.gov

1. Assessing

Assessor Lewis Cousins presented his 2023 budget request to the Council.
(Department# 01)

2. Department of Economic and Community Development

DECD Director Galen Weibley presented his 2023 budget request to the Council.
(Department# 02)

3. Finance

Bradley Turner, Finance Director & Treasurer presented his 2023 budget request to the Council (Department# 03)

4. Fire Department

Darrell White, Fire Chief presented his 2023 budget request to the Council.
(Department# 04)

5. General Government

Martin Puckett, City Manager presented his 2023 budget to the Council. (Department# 06)

6. Library

Sonja Eyler, Director of the Library presented the 2023 budget request to Council.
(Department# 07)

Executive Session

There was no Executive Session called for.

Adjournment

There was no formal motion or vote for Adjournment. The meeting concluded at approximately 6:51 PM.

Attested by: _____
Kimberly A. Finnmore, City Clerk



Presque Isle Budget Workshop

October 12th, 2022

5:15 PM

Sargent Family Community Center

Call to Order – Roll Call

Present: Chairman K. Freeman, Deputy Chairman J. Shaw, Councilors M. Chasse, J. Willette.

Absent Councilor C. Green, D. Cyr and G. Nelson

City Manager Martin Puckett and City Clerk Kimberly Finnemore were also present.

Call to Order

Chairman K. Freeman called the meeting to order at 5:19 PM with the pledge of allegiance

Budget Workshop

****Note:** Detailed information regarding the specific departments listed below can be found in the City of Presque Isle 2023 Proposed Budget which will be available online at www.presqueislemaine.gov

1. Police Department

Chief Laurie Kelly presented her 2023 budget request to the Council. (Department# 08)

2. Public Works

Dana Fowler, Public Services Director presented his 2023 budget request to the Council. (Department# 09)

3. Rec & Parks

Gene Cronin, Rec & Parks Director presented his 2023 budget request to the Council (Department# 10)

4. Solid Waste

Dana Fowler, Public Services Director presented his 2023 budget request to the Council. (Department# 012)

5. Industrial Council

Thomas Powers, Director Presque Isle Industrial Council presented his 2023 budget to the Council. (Department# 13)

Executive Session

No Executive Session

Adjournment

There was no formal motion or vote for Adjournment. The meeting concluded at 7:25 PM

Attested by: _____
Kimberly A. Finnemore, City Clerk



Presque Isle Budget Workshop

October 13th, 2022

5:15 PM

Sargent Family Community Center

Call to Order – Roll Call

Present: Deputy Chairman J. Shaw, Councilors M. Chasse, G. Nelson and J. Willette.
Absent Councilor D. Cyr, C. Green and Chairman K. Freeman

City Manager Martin Puckett and City Clerk Kimberly Finnemore were also present.

Call to Order

Chairman K. Freeman called the meeting to order at 5:19 PM with the pledge of allegiance

Speaker Ron Smith of RHR Smith and Company the City Auditor spoke with Council

Budget Workshop

****Note:** Detailed information regarding the specific departments listed below can be found in the City of Presque Isle 2023 Proposed Budget which will be available online at www.presqueislemaine.gov

1. Public Safety Building

Chief Laurie Kelley, presented her 2023 budget request to the Council. (Department# 15)

2. Utilities

Dana Fowler, City Manager presented his 2023 budget request to the Council.
(Department # 7)

3. Debt Service

City Manager Martin Puckett presented his 2023 budget request to the Council.

(Department # 18)

4. Echo Lake

Martin Puckett City Manager presented his 2023 budget request to the Council.
(Department# 19)

5. IT

Martin Puckett, City Manager presented his 2023 budget request to the Council.
(Department# 23)

6. City Clerk

Kimberly Finnemore, City Clerk presented her 2023 budget to the Council.
(Department# 25)

7. General Assistance

Kimberly Finnemore, General Assistance Director, presented her 2023 budget request to Council. (Department# 26)

8. Resource Management

Martin Puckett City Manager, presented his 2023 budget request to Council.
(Department #11)

Executive Session

There was no Executive Session called for.

Adjournment

There was no formal motion or vote for Adjournment. The meeting concluded at approximately 6:20 PM.

Attested by: _____
Kimberly A. Finnemore, City Clerk



Presque Isle City Council Meeting

November 2, 2022

6:00 PM

Sargant Family Community Center

Call to Order – Roll Call

Present: Chairman K. Freeman, Councilors C. Green, D. Cyr, M. Chasse, G. Nelson and J. Willette

Absent was Deputy Chairman J. Shaw

City Manager Martin Puckett and City Clerk Kimberly Finnemore were also present.

Pledge of Allegiance

Chairman K. Freeman called the meeting to order at 6:00 PM and led those present in the Pledge of Allegiance.

Public Hearing

1. Approval for an Adult Use Cultivation Facility, Tier 3 Application for James Bacon, Bacon Holdings, LLC located at 55 Industrial Street.

Chairman K. Freeman opened the Public Hearing at 6:01 PM.

City Manager M. Puckett spoke on the Application and it was up to all Code requirements and State law.

There were no citizens comments

Chairman K. Freeman closed the Public Hearing at 6:03 PM

BE IT RESOLVED by Councilor C. green seconded by Councilor J. Willette to approve the Adult use Cultivation Facility, Tier 3 Application for James Bacon, Bacon Holdings LLC located at 55 Industrial Street

Vote: 6-0

2. Approval of Application for a malt, Spirituous and Vinous License for Anthony Sullivan d/b/ Ferris BBQ, Inc. at 79 Parsons Street.

Chairman K. Freeman opened the Public Hearing at 6:03 PM

City Manager M. Puckett spoke on this is a new restaurant coming to Presque Isle. But the person on the license the city has history with another Restaurant. And the City has no reservation at issuing this license.

There were no citizens comments

Chairman K. Freeman closed the Public Hearing at 6:04 PM

BE IT RESOLVED by Councilor M. Chasse and seconded by Chairman K. Freeman to approve a Malt, Spirituous and Vinous Liquor License to Anthony Sullivan d/b/a Ferris BBQ, Inc. with location at 79 Parsons Street

Vote 6-0

3. 2023 Municipal Budget (Second Hearing)

Chairman K. Freeman opened the Public Hearing at 6:05 PM

City Manager M. Puckett Gave a quick overview on the new Spreadsheet of changes to the Commitment. And the Difference from last year's budget.

There were no citizens comments

Chairman K. Freeman closed the Public Hearing at 6:08 PM

Citizen Comments

Kim Smith was updating on the Senior Sand Bucket Project. Kim Gave an overview of the buckets they have filled, with the help of the Public Service Crew and how many had been delivered. Plus 80 more buckets have be donated. Craig asked Kim to update on the 5 grants Kim has got for the City.

Budget Workshop

Unclassified & Outside Requests

Outside Request came From

Aroostook Area on Aging-City Manager M. Puckett spoke

Central Aroostook Chamber of Commerce - LaNiece Sirois Executive Director spoke

Central Aroostook Soil and Water Conservation District-City Manager M. Puckett Spoke

Presque Isle Snowmobile Club-Councilor C. Green spoke

Quoggy Joe Ski Club-City Manager M. Puckett spoke
Veterns Cemetery- City Manager M. Puckett spoke
Winter Green Arts- Gretchen Violette chair of Board
Unclassified request
Annual Reports
C A Humane Society
Cemeteries-Bruce Roope president for Johnson Cemetery.
Contingent
Dwtm Revitalization comm.-Cristy Daggett
Legal Services
Me Municipal Dues
No Me Develop comm.
Retirement Payouts
Sister O'Donnell Shelter
State Street Dam Utility
TIF
Unclassifieds-Misc items

BE IT RESOLVED by Councilor G. Nelson and seconded by Councilor M. Chasse to raise the Sister O'Donnell Shelter request back to last year's amount of \$14,538.

Vote:6-0

Consent Agenda

4. Approve Minutes from September 28, 2022 meeting.
- 5.. Approve 2022 Warrants #38 totaling \$247,374.93
6. Road Closure: Annual Holiday Light Parade

BE IT RESOLVED by Councilor M. Chasse, seconded by Councilor C. Green to approve Consent Agenda #4-#6 as presented.

Vote: 6-0

Old Business

- 7.. Order to Abate Dangerous Buildings. 13 Judd St. and 14 Water St.

City Manager M. Puckett spoke on the motion to abate dangerous buildings.

Tim St. Peter Code Enforcement spoke on the condition of the buildings

BE IT RESOLVED by Councilor C. Green, seconded by Councilor J. Willette to adjudge 13 Judd Street and 14 Water Street to be nuisance and dangerous properties, for the owners to abate all conditions within 30 days to the satisfaction of the Code Enforcement Officer and assess each a penalty of \$100.00 per day if not complied to. Direct the City manager to cause the structures to be demolished and removed. The cost to be charged against the real estates that the structures sets and shall constitute a lien on such real estates.

Vote: 6-0

8. Revize Website Design

City Manager M. Puckett spoke on the design of Website and the need the approval of council before the next phase can start.

New Business

9. WARM Loan- Chad Graham, d/b/a Fieldstone Leasing & Development at 477 Main Street.

City Manager M. Puckett spoke the update as of November 1, 2022 as of 1:00 PM Chad Graham had called Galen Weibley and said he appreciated speaking to the council on the program, but he has found private funding. So, Mr. Graham is declining the WARM Loan.

10. Request transfer of funds from Presque Isle Development Fund to WARM Loan Program.

No Action Was Taken.

Manager's Report

City Manager M. Puckett spoke on the Emergency Rental Program ended. Homeless Services is trying to get additional funding.

Voting is in progress and absentee ballots last day to receive an absentee by November 3, 2022 need to be returned by Nov. 8th at 8PM.

Announcements

Daylight Savings Time ends November 6, 2022

The Annual Christmas Light Parade will be held on December 3, 2022 starting at UMPI at 6:00PM

Winter Craft Fair on December 3, 2022(9am to 4 PM) and December 4, 2022 (9am to 2 pm) at the Aroostook Center mall old Kmart store.

We have the following vacancies for Boards/Committees: Zoning Board and an alternate on Planning Board. Please see the City Clerk for an application or apply online.

Budget Workshop are scheduled for November 3 and 16 each at 5:15PM at the Sargent Family Community Center. The next regularly scheduled meeting of the Presque Isle city Council will be on Wednesday, December 7, 2022, also at the Sargent Family community Center
Election workers Needed

Adjournment

BE IT RESOLVED by Councilor M.Chasse seconded by Councilor C. Green to enter into Executive Session at 7:55PM pursuant to 1 M.R.S.A. § 405(6)(D) to discuss Negotiations.

Vote: 6-0

Out of executive session at 8:05 PM.

BE IT RESOLVED by Councilor M. Chasse, seconded by Councilor J. Willette to authorize the City Manager to enter into a contract with Northern Maine Development Commission in an amount not to exceed \$56,250. Source of funding to come from a portion of the Covid Relief funding received by the Presque Isle International Airport.

Vote: 6-0

BE IT RESOLVED by Chairman K. Freeman seconded by Councilor G. Nelson to enter into Executive Session at 8:06 PM pursuant to 1 M.R.S.A. § 405(6)(D) to discuss Real Estate.

Vote: 6-0

Out of executive session at 8:17 PM.

BE IT RESOLVED by Councilor C. Green seconded by Councilor G. Nelson to sell 32 Lincoln for \$12,400 and 36 Elm for \$10,000 to John Harrison and authorize the City Manager to sign all the necessary paperwork.

Vote: 6-0

BE IT RESOLVED to adjourn by Deputy Chairman K. Freeman, second by Councilor G. Nelson at 8:32 PM.

Vote 6-0

Attested by: _____
Kimberly A Finnemore, City Clerk



Presque Isle Budget Workshop

November 3th, 2022

5:15 PM

Sargent Family Community Center

Call to Order – Roll Call

Present: Chairman K. Freeman, Councilors M. Chasse, G. Nelson, C. Green and J. Willette.

Late Arrival Councilor D. Cyr @ 6:13 PM

Absent Deputy Chairman J. Shaw

City Manager Martin Puckett and City Clerk Kimberly Finnemore were also present.

Call to Order

Deputy Chairman J. Shaw called the meeting to order at 5:16 PM with the pledge of allegiance

Agenda

1. Administration of the Aerospace Research Park EDA Grant

City Manager M. Puckett recommended that this grant be administered by the Northern Maine Development Commission (NMDC).

BE IT RESOLVED by Councilor M. Chasse and seconded by Councilor J. Willette that the City Council authorizes the City Manager to enter into a contract with the Northern Maine Development Commission in an amount not to exceed \$56,250. Source of the funding to come from a portion of the Covid Relief funding received by the Presque Isle International Airport.

Vote: 6-0

Budget Workshop

****Note:** Detailed information regarding the specific departments listed below can be found in the City of Presque Isle 2023 Proposed Budget which will be available online at www.presqueislemaine.gov

2. Employee Benefits

City Manager M. Puckett presented his 2023 budget request to the Council.
(Department #14)

BE IT RESOLVED by Chairman K. Freeman seconded by Councilor J. Willette to enter into Executive Session at 6:58PM pursuant to 1 M.R.S.A. § 405(6)(D) to discuss Negotiations.

Vote: 7-0

Executive Session

Out of Executive Session at 7:59 PM

BE IT RESOLVED by Councilor M. Chasse seconded by Chairman K. Freeman to authorize additional funding in the amount of \$358,000 to continue with the design schedule outlined in the FAA FY23 BIL/ATP grant application. Source of the funding to come from Solid Waste Reserves to be reimbursed from FAA BIL/ATP grant revenues.

Vote: 6-0

Adjournment

Motion to adjourn by Chairman K. Freeman, Seconded by Councilor G. Nelson at 8:02 PM.

VOTE 6-0

Attested by: _____
Kimberly A. Finnemore, City Clerk



Presque Isle Budget Workshop

November 17th, 2022

5:15 PM

Sargent Family Community Center

Call to Order – Roll Call

Present: Chairman K. Freeman, Deputy Chairman J. Shaw, Councilors, C. Green, G. Nelson, M. Chasse, D. Cry. and J. Willette.

City Manager Martin Puckett and City Clerk Kimberly Finnemore were also present.

Call to Order

Chairman K. Freeman called the meeting to order at 5:26 PM **with the** pledge of allegiance

Budget Workshop

****Note:** Detailed information regarding the specific departments listed below can be found in the City of Presque Isle 2022 Proposed Budget which will be available online at www.presqueislemaine.gov

Discussion Only

Executive Session

BE IT RESOLVED by Deputy Chairman Shaw seconded by Chairman Freeman to enter into Executive Session at 6:30 PM pursuant to 1 M.R.S.A. § 405(6)(C) to discuss Negotiations.

Vote:7-0

Out of Session at 7:26 PM

BE IT RESOLVED by Councilor C. Green, seconded by Deputy Chairman J. Shaw to agree to a \$3 increase to the 2023 wages in lieu of the 3% increase, call back language to remain as written. Public works to agrees to the \$3 increase in lieu of the \$1 planned for 2023 wage increase.

Vote: 7-0

Adjournment

Motion to adjourn by Councilor C. Green, Seconded by Deputy Chairman J. Shaw at 7:28 PM

VOTE 7-0

Attested by: _____
Kimberly A. Finnemore, City Clerk

PRESQUE ISLE CITY COUNCIL MEETING

For:

December 7, 2022

AGENDA ITEM #3

SUBJECT

CONSENT AGENDA: 2022 Warrants #39, #40, #41, #42, #43, and #44 totaling \$3,683,440.59

INFORMATION

1) Warrant #39	\$1,611,331.79
2) Warrant #40	\$ 86,634.11
3) Warrant #41	\$ 146,389.98
4) Warrant #42	\$ 634,446.83
5) Warrant #43	\$1,126,132.34
6) Warrant #44	\$ 78,505.54

REQUESTED ACTION

BE IT RESOLVED by Councilor _____ seconded by Councilor _____ to approve 2022 Warrants #39, #40, #41, #42, #43, and #44 totaling \$3,683,440.59.

PRESQUE ISLE CITY COUNCIL MEETING

For:

December 7, 2022

AGENDA ITEM # 4

SUBJECT

CONSENT AGENDA: Return of Votes Cast for November 8, 2022

INFORMATION

1) Return of Votes Cast

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to approve the Return of Votes Cast for November 8, 2022.

**11/08/2022--GENERAL ELECTION
WARDEN'S RETURN OF VOTES CAST**

MUNICIPALITY: PRESQUE ISLE - 1 (1-1)

TOTAL BALLOTS CAST: Record the total number of State ballots cast (if no votes were cast, write "none" or "0").
Total Number of Ballots Cast: 3310

GOVERNOR

76 HUNKLER, SAM
1472 LEPAGE, PAUL R.
1538 MILLS, JANET T.
24 BLANK

REPRESENTATIVE TO CONGRESS (District 2)

186 BOND, TIFFANY
1525 GOLDEN, JARED FORREST
1528 POLIQUIN, BRUCE
71 BLANK

STATE SENATOR (District 2)

1059 FIENBERG, DANIELLE A.
2199 STEWART, HAROLD L. III
52 BLANK

REPRESENTATIVE TO THE LEGISLATURE (District 5)

1388 FREEMAN, KEVIN GREGORY
1857 UNDERWOOD, JOSEPH F.
65 BLANK

REGISTER OF PROBATE

2705 GUY, DARLEEN S.
605 BLANK

COUNTY TREASURER

21 LEIGH SCOTT SMITH (Declared Write-In)
3289 BLANK

REGISTER OF DEEDS

2678 RICHARDSON, MELISSA L.
632 BLANK

SHERIFF

2732 GILLEN, SHAWN DOUGLAS
578 BLANK

DISTRICT ATTORNEY (District 8)

2556 COLLINS, TODD ROLAND
754 BLANK

AROOSTOOK COUNTY FINANCE COMMITTEE - DISTRICT III AREA 8

3310 BLANK

1. 
Warden's Signature

2. 
Election Official's Signature

The Warden must immediately deliver the completed and signed RETURN to the MUNICIPAL CLERK.

PRESQUE ISLE CITY COUNCIL MEETING

For:

December 7, 2022

AGENDA ITEM # 5

SUBJECT

CONSENT AGENDA: Approve Solid Waste Haulers Licenses

INFORMATION

- 1) Gil's Sanitation, Inc. Application
- 2) McNeal's Trucking Application
- 3) Pine Tree Waste Application
- 4) Star City Sanitation, Inc. Application

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to approve the Solid Waste Haulers licenses for Star City Sanitation, McNeal's Trucking, Gil's Sanitation, Inc. & Pine Tree Waste.

**CITY OF PRESQUE ISLE
APPLICATION FOR SOLID WASTE COLLECTOR LICENSE**

Name of Applicant Thomas G. Berube D/B/A Gil's Sanitation Inc.

Address P.O. Box 1057

Tel: (207) 769-0711

Presque Isle, ME. 04769

Type and Make of Vehicle	Registration Number	Weight Capacity
<u>Peterbilt Rearload #12</u>	<u>1A-6821</u>	<u>54,000</u>
<u>Mack Rearload #15</u>	<u>6C-7873</u>	<u>54,000</u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>

Total Number of Vehicles: 2 FEE: \$100.00 Per Vehicle: \$200.00

Schedule of Rates: N/A

Areas To Be Serviced: All Areas

All Solid Waste Collectors must comply with Chapter 42 of the Solid Waste Ordinance and any other special conditions, if any, as determined by the Presque Isle City Council.

Condition #1: Only solid waste produced and originating within Presque Isle and the seven (7) communities consisting of: Mapleton, Chapman, Castle Hill, Wade, Washburn, T11 R4 (Squa Pan), and Perham may be handled at the Solid Waste Facilities of the City.

Condition #2: The recyclable materials shall be kept separate from the solid waste and delivered to a recycling facility.

Condition #3: Payment for all invoiced tipping fees shall be received by the City within 60 days of invoice date or the City Council may suspend or revoke the Solid Waste Collector License.

Condition #4: Loads containing waste from more than one-member municipality must have an individual scale weight for each municipalities waste, unless an exception is authorized by the Solid Waste Director.

Date Approved by City Council _____

**CITY OF PRESQUE ISLE
APPLICATION FOR SOLID WASTE COLLECTOR LICENSE**

Name of Applicant Jack S. Herbert D/B/A Maheal's Trucking Inc.

Address 73 Solman Street Tel: 493-4433
Caribou Maine CH 551-6983

Type and Make of Vehicle	Registration Number	Weight Capacity
<u>2006 Intl</u>	<u>Cam- 779-716</u>	<u>34,000</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Total Number of Vehicles: 1 FEE: \$100.00 Per Vehicle: 100.00

Schedule of Rates: as per ASWC

Areas To Be Serviced: Presque Isle and 7 communities

All Solid Waste Collectors must comply with Chapter 42 of the Solid Waste Ordinance and any other special conditions, if any, as determined by the Presque Isle City Council.

Condition #1: Only solid waste produced and originating within Presque Isle and the seven (7) communities consisting of: Mapleton, Chapman, Castle Hill, Wade, Washburn, T11 R4 (Squa Pan), and Perham may be handled at the Solid Waste Facilities of the City.

Condition #2: The recyclable materials shall be kept separate from the solid waste and delivered to a recycling facility.

Condition #3: Payment for all invoiced tipping fees shall be received by the City within 60 days of invoice date or the City Council may suspend or revoke the Solid Waste Collector License.

Condition #4: Loads containing waste from more than one member municipality must have an individual scale weight for each municipalities waste, unless an exception is authorized by the Solid Waste Director.

Condition #5. Semi-trailer and roll-offs for construction and demolition debris only.

Date Approved by City Council _____

**CITY OF PRESQUE ISLE
APPLICATION FOR SOLID WASTE COLLECTOR LICENSE**

Name of Applicant Pine Tree Waste D/B/A

Address PO Box 528 Tel: 532-6804
Houlton ME 04730

Type and Make of Vehicle	Registration Number	Weight Capacity
<u>2016 Mack Roll-off</u>	<u>1B-5356</u>	<u>28,000</u>
<u>2022 KW W900 Tractor</u>	<u>862-018</u>	<u>100,000</u>
_____	_____	_____
_____	_____	_____

Total Number of Vehicles: 2 FEE: \$100.00 Per Vehicle: \$ 200.00

Schedule of Rates: Depends on Job and where we haul Debris

Areas To Be Serviced: Presque Isle & Member Communities

All Solid Waste Collectors must comply with Chapter 42 of the Solid Waste Ordinance and any other special conditions, if any, as determined by the Presque Isle City Council.

Condition #1: Only solid waste produced and originating within Presque Isle and the seven (7) communities consisting of: Mapleton, Chapman, Castle Hill, Wade, Washburn, T11 R4 (Squa Pan), and Perham may be handled at the Solid Waste Facilities of the City.

Condition #2: The recyclable materials shall be kept separate from the solid waste and delivered to a recycling facility.

Condition #3: Payment for all invoiced tipping fees shall be received by the City within 60 days of invoice date or the City Council may suspend or revoke the Solid Waste Collector License.

Condition #4: Loads containing waste from more than one member municipality must have an individual scale weight for each municipalities waste, unless an exception is authorized by the Solid Waste Director.

Condition #5. Semi-trailer and roll-offs for construction and demolition debris only.

Date Approved by City Council _____

**CITY OF PRESQUE ISLE
APPLICATION FOR SOLID WASTE COLLECTOR LICENSE**

Name of Applicant Marcella LeBlanc D/B/A Star City Sanitation Inc

Address PO Box 123-218 Parsons Rd
Presque Isle, Me 04769

Tel: 207-7641692

Type and Make of Vehicle	Registration Number	Weight Capacity
<u>02-International</u>	<u>781-002</u>	<u>32,000</u>
<u>07-International</u>	<u>444-455</u>	<u>59,000</u>
<u>88-Freightliner</u>	<u>730-942</u>	<u>32,000</u>
<u>96-Freightliner</u>	<u>691-739</u>	<u>54,000</u>
<u>09-Freightliner</u>	<u>IF4GC467864H06678</u>	<u>34,000</u>
<u>16-Freightliner</u>	<u>IFVACC0D559HA64279</u>	<u>34,000</u>

Total Number of Vehicles: 6 FEE: \$100.00 Per Vehicle: 4 600.00

Schedule of Rates: _____

Areas To Be Served: 04769-04786-04757

All Solid Waste Collectors must comply with Chapter 42 of the Solid Waste Ordinance and any other special conditions, if any, as determined by the Presque Isle City Council.

Condition #1: Only solid waste produced and originating within Presque Isle and the seven (7) communities consisting of: Mapleton, Chapman, Castle Hill, Wade, Washburn, T11 R4 (Squa Pan), and Perham may be handled at the Solid Waste Facilities of the City.

Condition #2: The recyclable materials shall be kept separate from the solid waste and delivered to a recycling facility.

Condition #3: Payment for all invoiced tipping fees shall be received by the City within 60 days of invoice date or the City Council may suspend or revoke the Solid Waste Collector License.

Condition #4: Loads containing waste from more than one-member municipality must have an individual scale weight for each municipalities waste, unless an exception is authorized by the Solid Waste Director.

Date Approved by City Council _____

PRESQUE ISLE CITY COUNCIL MEETING

For:

December 7, 2022

AGENDA ITEM # 6

SUBJECT

CONSENT AGENDA: Approve Appointment to Presque Isle
Downtown Revitalization Committee

INFORMATION

- 1) Memorandum
- 2) Rod Cameron Application

REQUESTED ACTION

BE IT RESOLVED by Councilor _____ seconded by
Councilor _____ to appoint Rod Cameron to the
Presque Isle Downtown Revitalization Committee.



City of Presque Isle, Maine

The Office of
Director of Economic & Community Development
Galen Weibley
Email: gweibley@presqueisleme.us

MEMORANDUM

TO:	Martin Puckett-City Manager, Kim Finnemore-City Clerk, Planning Board Members & Presque Isle City Councilors
FROM:	Galen Weibley, Director of Economic & Community Development
DATE:	September 7, 2022
RE:	Appointment to the Presque Isle Downtown Revitalization Committee

The Presque Isle Downtown Revitalization Committee has experienced the vacancy of Brandon McDonald's seat. We have received an application for appointment from Rod Cameron who is requesting appointment to this vacant position. Mr. Cameron is no stranger to the PIDRC meetings and actively volunteers for the downtown veteran banner program and the summer concert series. I believe his contributions would be an asset to this committee and request the Council consider his appointment.

- Rod Cameron
 - Reside at 182 Centerline Road requests appointment as full term member to the PIDRC (Term expires 12/2023)

Suggested motion: Mr. Chair, I move that we appoint Rod Cameron to the Presque Isle Downtown Revitalization Committee.

City of Presque Isle

Application for Appointment to City Board/Commission/Committee

Full Name: Rodney J. CAMERON

Street Address: 182 CENTERLINE RD RI

Mailing Address (if different): _____

Telephone Number: (207) 540-0261 (daytime) SAME (evening)

Mobile Phone Number: SAME

E-mail Address: _____

Length of time as a Presque Isle Resident: 44 YEARS

I wish to be considered for appointment to: Presque Isle Downtown Revitalization
(Name of Board/Commission/Committee) Committee

Check one or both: ☒ Full Membership Status ☐ Associate Member Status

Educational Background: 2 YEARS CONSTRUCTION, 1 YEAR
DRAFTING & SURVEYING

Employment History: MILITARY 22, YEARS MPG 12 YEARS
BANDLEY'S CITGO - 19 YEARS

Community Service: BOY SCOUT LEADER, SERVICE WORK FOR VETERANS

Please note any prior experience, knowledge or abilities that you have which would contribute to the activities of the Board/Commission/Committee: _____

Date: 3/24/22 Signature: Rodney J. Cameron

Thank you for your interest in serving the City of Presque Isle.

PLEASE RETURN FORM TO:

CITY CLERK'S OFFICE, 12 SECOND STREET, PRESQUE ISLE, ME 04769
OR BY E-MAIL: kfinnemoore@presqueisleme.us

PRESQUE ISLE CITY COUNCIL MEETING

For:

December 7, 2022

AGENDA ITEM # 7

SUBJECT

CONSENT AGENDA: Approve Appointments to Planning Board

INFORMATION

- 1) Memorandum
- 2) Rachel Murchison Application
- 3) Richard Engels Application - Alternate

REQUESTED ACTION

BE IT RESOLVED by Councilor _____ seconded by Councilor _____ to appoint Rachel Murchison as a full member and Richard Engels as an alternate member on the Planning Board



City of Presque Isle, Maine

The Office of
Director of Economic & Community Development
Galen Weibley
Email: gweibley@presqueisleme.us

MEMORANDUM

TO:	Martin Puckett-City Manager, Kim Finnemore-City Clerk, Planning Board Members & Presque Isle City Councilors
FROM:	Galen Weibley, Director of Economic & Community Development
DATE:	November 22, 2022
RE:	Appointments to the Planning Board

The Department has received two applications requesting appointment to the Planning Board. I have interviewed both individuals and believe both would make significant contributions in future deliberations to planning board discussions.

- **Rachel Murchison**
 - 65 Dyer Street appointment to Brandon McDonald's vacant voting seat (expire 2025)
- **Richard Engels**
 - 59 Longview Drive appointment as alternate member to the Planning Board (annual renewal)

After acting, the Planning Board will be at full capacity. Should you have any questions, please do not hesitate to contact me.

***Suggested motion:* Mr. Chair, I move that we appoint Rachel Murchison as full voting member and appoint Richard Engels as alternate member to the Planning Board.**

City of Presque Isle

Application for Appointment to City Board/Commission/Committee

Full Name: Rachel Murchison

Street Address: 65 Dyer Street, Presque Isle

Mailing Address (if different): _____

Telephone Number: 551-7160 (daytime) _____ (evening)

Email Address: happywildoge@hotmail.com

Length of time as a Presque Isle Resident: 22 years

I wish to be considered for appointment to the:

Planning Board
(Name of Board/Commission/Committee)

Check one or both: ☒ Full Membership Status ☐ Associate Membership Status

Educational Background: Bachelors in social work

Employment History: Casemanager at community agencies, 12 years as child protective worker at DHHS, Quality Assurance at DHHS.

Community Service: Chaplain at P.I. Elks for 13 years, various committees, high school/school volunteer, campaign volunteer, church, union

Please note any prior experience, knowledge or abilities that you have which would contribute to the activities of the Board/Commission/Committee:

Worked on several committees for Elks lodge, house and lounge and group work for various mental health boards.

Date: 10/24/2022

Signature: Ree [Signature]

City of Presque Isle

Application for Appointment to City Board/Commission/Committee

Full Name: Richard Engels

Street Address: 59 Lonview

Mailing Address (if different): _____

Telephone Number: 551.6260 (daytime) _____ (evening)

Email Address: regels@bemisrossignol *regels 4159@gmail*

Length of time as a Presque Isle Resident: _____

I wish to be considered for appointment to the:

Planning Board

(Name of Board/Commission/Committee)

Check one or both: ☒ Full Membership Status ☒ Associate Membership Status

Educational Background: _____

Employment History: Bemis & Rossignol

Community Service: Rotary

Please note any prior experience, knowledge or abilities that you have which would contribute to the activities of the Board/Commission/Committee:

Previous member, ZBA, City Council

Date: _____ Signature: _____

PRESQUE ISLE CITY COUNCIL MEETING

For:

December 7, 2022

AGENDA ITEM # 8

SUBJECT

CONSENT AGENDA: Approve Appointment to Presque Isle Housing Authority Board of Commissioners

INFORMATION

- 1) Christy Daggett Application
- 2) Christy Daggett Resume
- 3) Letter of Support

REQUESTED ACTION

BE IT RESOLVED by Councilor _____ seconded by Councilor _____ to appoint Christy Daggett to the Presque Isle Housing Authority Board of Commissioners Planning Board.

City of Presque Isle

Application for Appointment to City Board/Commission/Committee

Full Name: Christy Daggitt

Street Address: 93 Hardy St., Presque Isle

Mailing Address (if different): same

Telephone Number: 496-7249 (daytime) same (evening)

Email Address: cdaggitt@amhc.org

Length of time as a Presque Isle Resident: 7 years

I wish to be considered for appointment to the:

Presque Isle Housing Authority

(Name of Board/Commission/Committee)

Check one or both: ☒ Full Membership Status ☐ Associate Membership Status

Educational Background: _____

Employment History: _____

Community Service: _____

Please see
attached
resume

Please note any prior experience, knowledge or abilities that you have which would contribute to the activities of the Board/Commission/Committee:

Date: 11/4/22

Signature: _____

A handwritten signature in black ink, appearing to read "G. Pappas", written over a horizontal line.

Thank you for your interest in serving the City of Presque Isle.

Please return form to: City Clerk's Office, 12 Second Street, Presque Isle, 04769

Christy Daggett

180 Academy Street
Presque Isle, Maine 04769
E-mail: cdaggett@amhc.org
Cell: (207) 496-7249

Professional Summary

Master of Public Policy and Management with deep expertise in rural public policy, workforce and economic development, and public health. Experienced manager at ease with large presentations, press conferences, and media interviews. Collaborative, energetic, and positive.

Qualifications

- Experienced at managing a diverse team, some remotely
 - Adept with data analysis and “telling a story” with data
 - Equipped with strategies and evidence-based practice to engage populations who are hard-to-reach, rural, and/or low-income
 - Possess a wide network of regional, state and federal-level stakeholders
-

Experience

Chief Financial and Administrative Officer
AMHC

2/2019 - Present

Oversee finance, claims and reimbursement, IT, and human resources teams at mental health and substance use nonprofit spanning three counties in rural Maine.

Assisted in grant development and strategic initiatives; nonprofit grew from \$18.5 million in 2019 to \$25 million at present.

Successfully implemented new finance reporting software that has improved reporting and access to data for decision-makers.

Agency has reduced debt, increased equity, built in compensation increases for staff after having several years of “salary freezes” from 2016 – 2019, added time off, and increased value of health insurance benefit while holding staff share of cost steady.

Worked with teams to reduce aged receivables from 28% of A/R to 15% of A/R – beating U.S. mental health industry standards in a safety-net nonprofit.

Senior Manager
Aroostook County Action Program, Inc.

9/15 – 1/2019

Supervised implementation of U.S. Department of Labor workforce grants totaling over \$1.5 million in Aroostook County, annually training over 200 workers for high-wage, high-demand careers. In addition, named Interim Director of Housing Programs effective September 2018 due to an unanticipated vacancy; this entailed rapidly learning funding sources' policies, program goals, and complex drawdown processes while maintaining production.

Successful new grant applications for Program Years 17-18 total \$581,000; this includes a national direct grant from the U.S. Department of Labor in Washington, D.C., targeting women in Washington, Aroostook, and Hancock Counties for training in non-traditional occupations and apprenticeships.

Work closely with numerous employers to meet their workforce needs. During tenure, paid on-the-job trainings with employers improved from five percent of federal goal to one hundred percent of goal. Department staff has expanded by 30 percent.

Voted President of the Aroostook Training and Education Coalition (ATEC) by workforce colleagues county-wide.

Invited to be keynote speaker at Caribou Adult Education graduation, Region II Career and Technical Education Center graduation, and UMFK Upward Bound graduation event. Honored with the "Outstanding Collaborator Award" from MSAD #27 Adult Education, May 2017.

Policy Analyst
Maine Center for Economic Policy

1/14 – 9/15

Developed new body of research on higher education affordability; invited to serve as keynote speaker at annual meeting of Maine Educational Opportunity Association and the New England TRIO Conference. Lead author on 2015 policy brief. Key Result: advocated from committee hearing to budget process on bill that ultimately added \$10 million to the State of Maine Grant fund over the biennium, increasing the annual grant by \$500 for thousands of college students from low- and middle-earning families.

Served as lead analyst on state healthcare policy projects, especially Medicaid expansion and minimum wage efforts. Testified frequently before Maine State Legislature; registered lobbyist. Authored numerous op-eds and blogs.

Repeat guest on WZON radio "The Pulse Morning Program," discussing state rate of uninsured, the livable wage, and student loan debt; special guest on WVOM "George Hale and Ric Tyler Show," hosted "State of the State" cable talk show on "Enabling Working Adults to Complete College."

Responsible for public education and outreach component of CDC grantee workplan. Key Result: partnered with health systems and clinics to introduce non-invasive \$30 alternative to colonoscopy in service area encompassing a third of Maine's population. The Maine program was selected by the U.S. CDC to present to the United States Congress as a national success story.

Forged partnerships with national medical researchers and Dr. James E. Allison, Professor Emeritus at the University of California – San Francisco School of Medicine, to craft clinical webinar series on strategies to increase colon cancer screening rates. This series was utilized by the California Department of Public Health and the US Food and Drug Administration.

"Wraparound" cancer screening pilot partnership with Maine Primary Care Association selected to be showcased at the Maine Cancer Consortium annual meeting at Jackson Laboratory, May 2013.; Collaboration with the Maine Migrant Health Program featured in the December 2012 "Research2Reality" newsletter of the National Cancer Institute.

Education

Master of Public Policy and Management **2013**

Edmund S. Muskie School of Public Service, University of Southern Maine, Portland, Maine
Policy Analysis and Organizational Management Track, Financial Management Subspecialty (G.P.A.: 3.8 of 4.0)

Bachelor of Arts, Phi Beta Kappa and with highest distinction **1995**

University of Maine, Orono, Maine

Double major: History and International Affairs (G.P.A.: 3.95 of 4.0/Class rank: 2nd)
Honors Program graduate with highest honors

Civic Engagement

- Member, Advisory Board to the Maine State Office of Affordable Health Care (Nominated by Senator Troy Jackson, President of the Maine State Senate), Present
- Board of Director, Northeastern Workforce Development Board, Present
- Chair, Presque Isle Downtown Revitalization Committee (appointed by City Council), Present
- Chair, Presque Isle Downtown Beautification and Design Subcommittee, 2020 – Present
- Volunteer, Miss Northern Maine Pageant
- Board Member, Maine Children's Alliance, 2016 – 2018 (* resigned when took new job and had to take college coursework in auditing)
- President, Aroostook Training and Education Coalition, 2015 – 2016
- Member, Ashland Area Economic Development Committee, 2016-2018
- Board President, Susan G. Komen for the Cure Maine Affiliate, 2013 – 2015
- Member, Citizens' Trade Policy Commission of the Maine Legislature (Nominated by Senator Justin Alfond), 2014-2017

Selected Professional Publications and Media Coverage

Quoted in [*Presque Isle school district to consider alternatives to harvest break*](#), *Bangor Daily News*, January 10, 2018.

Testimony, [*"The Competitive Skills Scholarship Program: An important tool for the Maine workforce and Maine people."*](#)
Delivered at the invitation of the 21st Century Workforce Commission of the Maine State Legislature, October 31, 2017.

Author, [*Crucial college grant gets much-needed boost in Maine's new budget*](#). Op-ed in *Bangor Daily News*, June 23, 2015.

Author of policy report, [*Maine's public college affordability crisis: it's worst for families earning the least*](#). Maine Center for Economic Policy, April 6, 2015.

Quoted in [*Report: student debt weighing down Maine's economy*](#), news report, Maine Public Broadcasting News, September 25, 2014.



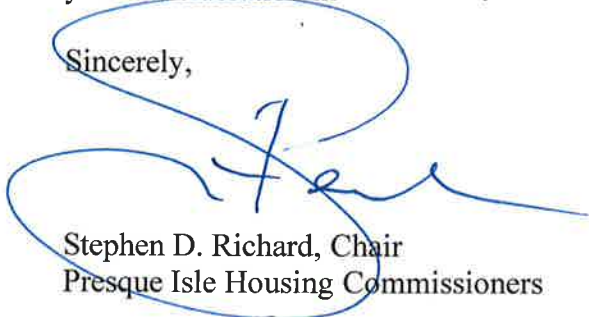
November 9, 2022

Presque Isle City Council
City Hall
12 Second Street
Presque Isle, ME 04769

Dear City Councilors:

As the chair of Presque Isle Housing Authority, I am supporting the nomination of Christy Daggett as a member to the Presque Isle Housing Commissioners. I have known Christy since 2015 and I'm pleased to say that I've sat on the committee that hired her for a position at the Aroostook County Action Program. I know her to be a very professional and conscientious person and I believe she would be an asset to our committee. Thank you for your consideration in this matter.

Sincerely,



Stephen D. Richard, Chair
Presque Isle Housing Commissioners

SDR/ec

PRESQUE ISLE CITY COUNCIL MEETING

For:

December 7, 2022

AGENDA ITEM # 9

SUBJECT

CONSENT AGENDA: Approve Appointment to Presque Isle Board of Assessment Review

INFORMATION

1) Jonathan Nadeau Application

REQUESTED ACTION

BE IT RESOLVED by Councilor _____ seconded by Councilor _____ to appoint Jonathan Nadeau to the Presque Isle Board of Assessment Review.

City of Presque Isle

Application for Appointment to City Board/Commission/Committee

Full Name: Jonathan Nadeau

Street Address: 10 Conant Rd Presque Isle, ME 04769

Mailing Address (if different): 6 Allen St. Presque Isle, ME 04769

Telephone Number: 207-762-6310 (daytime) 207-316-6310 (evening)

Email Address: nadeau29@hotmail.com

Length of time as a Presque Isle Resident: 8 years

I wish to be considered for appointment to the:

Board of Assessment Review
(Name of Board/Commission/Committee)

Check one or both: ☒ Full Membership Status ☐ Associate Membership Status

Educational Background: High School Education

Employment History: Owner - Mike's + Sons Presque Isle 8yrs, Manager
Mike's + Sons, Inc 12 yrs

Community Service: Served on Framework Church Board 3yrs. Oversee
and Manage Tech Dept @ Framework Church past 10yrs.

Please note any prior experience, knowledge or abilities that you have which would contribute to the activities of the Board/Commission/Committee:

Own several rental properties commercial + residential

Date: 11/9/22

Signature: [Signature]

FOR USE BY CITY CLERK'S OFFICE:

Date application received: _____

Received by: _____

Application submitted to: City Council Chairperson City Manager other

Date application submitted to above office: _____

Date appointed by Council: _____

Date applicant notified by City Clerk's Office: _____

Date applicant sworn in: _____

Term to begin: _____

Term to expire: _____

Length of term: _____

If filling a vacancy, please note:

If no openings available at time of application, please note:

PRESQUE ISLE CITY COUNCIL MEETING

For:

December 7, 2022

AGENDA ITEM # 10

SUBJECT

CONSENT AGENDA: Approve Holiday Closure

INFORMATION

1) Memo from Kellie Chapman, dated November 15, 2022

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to allow all non-essential offices to be closed for the full day on Friday, December 23, 2022.



City of Presque Isle, Maine

The Office of
Human Resources
Kellie Chapman
Email: kchapman@presqueisleme.us

MEMORANDUM

TO:	Honorable City Council
FROM:	Kellie Chapman, Human Resource Director
DATE:	November 15, 2022
RE:	Christmas Holiday Closure

I am requesting on behalf of all non-essential offices to be closed on Friday, December 23, 2022. Half a day on Friday, December 23, 2022 is a holiday in accordance with the Employee Handbook. In years past when the ½ day holiday has fallen adjacent to a Saturday or Sunday we have allowed employees to use the other ½ day as Vacation, Comp, or Personal so they would have the whole day off Christmas Eve.

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to allow all non-essential offices to be closed for the full day on Friday, December 23, 2022.

PRESQUE ISLE CITY COUNCIL MEETING

For:

December 7, 2022

AGENDA ITEM # 11

SUBJECT

OLD BUSINESS: 2023 Budget

INFORMATION

INFORMATION & RESOLVE INCLUDED

REQUESTED ACTION

FOR APPROVAL

**CITY OF PRESQUE ISLE
GENERAL FUND 2023 BUDGET SUMMARY**

	2023 Budget Sept 28, 2022	Budget Adj	2023 Budget TBD	Budget Adj	2023 Budget TBD	Tax Commit Adjustments	2023 Final
001 ASSESSING	\$ 244,360	(34,548)	\$ 209,813				
002 DECD	249,523	690	\$ 250,213				
003 FINANCE DEPARTMENT	395,422	4,779	\$ 400,201				
004 FIRE DEPARTMENT	1,950,449	(16,696)	\$ 1,933,753				
006 GENERAL GOVERNMENT	403,810	(38,411)	\$ 365,399				
007 LIBRARY	449,271	18,801	\$ 468,072				
008 POLICE DEPARTMENT	1,877,744	(31,655)	\$ 1,846,089				
009 PUBLIC WORKS	2,682,211	(14,593)	\$ 2,667,618				
010 RECREATION & PARKS	1,191,448	84,266	\$ 1,275,714				
011 RESOURCE MANAGEMENT	94,560	(624)	\$ 93,936				
012 SOLID WASTE	478,689	3,523	\$ 482,212				
013 INDUSTRIAL COUNCIL	438,029		\$ 438,029				
014 EMPLOYEE BENEFITS	2,814,251	(106,631)	\$ 2,707,620				
015 PUBLIC SAFETY BUILDING	411,584	5,505	\$ 417,089				
016 INSURANCES	184,986		\$ 184,986				
017 UTILITIES	697,007	31,590	\$ 728,597				
018 DEBT SERVICE	948,993	(7,402)	\$ 941,591				
019 ECHO LAKE	1,503		\$ 1,503				
020 UNCLASSIFIEDS	258,757	(62,820)	\$ 195,937				
021 OUTSIDE REQUESTS	56,450		\$ 56,450				
023 INFORMATION TECHNOLOGY	76,914	3,072	\$ 79,986				
025 CITY CLERK	66,299	1,496	\$ 67,795				
026 GENERAL ASSISTANCE	22,150		\$ 22,150				
CAPITAL RESERVE APPROPRIATION	1,110,800	300,250	\$ 1,411,050	-	-	-	-
EXPENSES	\$ 17,105,210	\$ 140,592.39	\$ 17,245,802	\$ -	\$ -	\$ -	\$ -
LESS: TOTAL REVENUE	9,204,314	18,219.00	9,222,533	-	9,222,533	-	9,222,533
NET SPENDING BUDGET	\$ 7,900,896	\$ 122,373.39	\$ 8,023,269	\$ -	\$ (9,222,533)	\$ -	\$ (9,222,533)

AIRPORT FUND

TOTAL EXPENSES	3,333,248
TOTAL REVENUE	(3,427,812)
NET APPROPRIATION	\$ (94,564)

Be it resolved by councilor _____ and seconded by Councilor _____ to accept the 2023 City Budget appropriations by department as shown above. Total appropriations of \$17,245,802 less total revenue of \$9,222,533 for a net spending budget of \$8,023,269 from the General Fund.

And for the Airport Fund total expenses of \$3,333,248 less total revenue of \$3,427,812 for a net appropriation from the General Fund of \$-94,564

October 2022 Budget Adjustments**Expenses**

Increase Hydrant Rental - 15% Increase	31,590.00	E 017-17-04
DECD - Remove Snow Tires	-600.00	E 002-08-01
PSB Capital Reserve - Add \$7250 Disp Console	7,250.00	E 082-01
Rec & Parks Ground Maint-Input Error	63,000.00	E 010-08-06
Rec & Parks - Remove Forklift	-35,000.00	E 072-01
Fire - Adjust Compensation	16,382.00	E 004-01-01
Police - Adjust Compensation	12,351.00	E 008-01-01
IT - Increase for IT Services	3,072.00	E 023-08-08
DECD Capital Reserve-Remove Map Scanner	-15,000.00	E 081-01
Decrease O/T Fire Dept	-32,000.00	E 004-01-02
Adjust Various Depts Salaries	-679.00	E 001-01-01
Adjust Various Depts Salaries	-689.00	E 002-01-01
Adjust Various Depts Salaries	-1,326.00	E 003-01-01
Adjust Various Depts Salaries	-1,017.00	E 006-01-01
Adjust Various Depts Salaries	-1,281.00	E 007-01-01
Adjust Various Depts Salaries	-3,331.00	E 009-01-01
Adjust Various Depts Salaries	7,098.00	E 010 -01-01
Adjust Various Depts Salaries	-277.00	E 011-01-01
Adjust Various Depts Salaries	2,385.00	E 015-01-01
Adjust Various Depts Salaries	-195.00	E 025-01-01
Adjust Employee Benefits	-89,179.00	E 014-XX-XX
Adjust Emergency Reserve Appopr	-15,000.00	E 096-13-01
Adjust Dwntrn Revit. Committee Request	-10,662.00	E 020-20-22
Adjust Pworks wages due to promotion	-12,459.20	E 009-01-01
Adjust Employee Benefits	-2,223.00	E 014-XX-XX
Adjust Health Insurance	4,862.00	E 014-02-04
Adjust Employee Benefits due to new hire	-4,753.00	E 014-XX-XX
Adjust Homeless Shelter to 2022 request	1,342.00	E 020-20-19
Adjust Debt Service for Pworks Bldg	-7,402.00	E 018-18-12
Reduce Contingent	-50,000.00	E 020-20-13
Adjust Salaries for Regional Assessing	-22,968.00	E 001-01-01
Adj Benefits due to Reg. Assessing Change	-7,456.00	E 014-XX-XX

Adjust Salaries due to Retiree - Assessing	-19,309.50	E 001-01-01
Adj Benefits due to Retiree	-5,714.00	E 014-XX-XX
Adjust Salaries due to Retiree - Gen'l Govt	-24,136.91	E 006-01-01
Increase Library Special Events Budget	1,000.00	E 007-07-08
Increase Cemeteries Budget	6,500.00	E 020-20-09
Remove Misc Expense	-10,000.00	E 020-20-22
Regional Assessing Stipend	10,000.00	E 001-01-01
Promotions within PD	-35,320.00	E 008-01-01
Change COLA to \$3 - non union & professional Cou.Pay	-11,000.00	E 006-01-01
Remove PD Stipend	-10,000.00	E 008-01-04
Adj Benefits due to change in COLA & Promotions	-2,168.00	E 014-XX-XX
Assessing COLA	-1,591.00	E 001-01-01
DECD COLA	1,979.00	E 002-01-01
Finance COLA	6,105.00	E 003-01-01
Fire COLA	-1,078.00	E 004-01-01
Gen'l Govt COLA	-2,257.00	E 006-01-01
Library COLA	19,082.00	E 007-01-01
Police COLA	1,314.00	E 008-01-01
Public Works COLA	1,197.00	E 009-01-01
Rec & Parks COLA	14,168.00	E 010-01-01
Resource Mngmt COLA	-347.00	E 011-01-01
PSB COLA	3,120.00	E 015-01-01
City Clerk COLA	1,691.00	E 025-01-01
Increase Solid Waste Outside Services for AWS	3,523.00	E 012-10-11
Increase Public Works Cap. Reserves for add'l Truck	283,000.00	E 075-XX-XX
Increase PSB Reserve to fund Flooring Replacement	75,000.00	E 082-XX-XX

TOTAL UPDATES
140,592

REVENUE

Assessing - Increase Revenue for 1250 hrs	16,250.00	R 001-01
Increase Inv. Interest Revenue	15,000.00	R 027-14
Adjust Debt Service Revenue	-7,402.00	R 018-25
Adjust Solid Waste Permit Revenue	7,960.00	R 012-02
Adjust Bon Aire Billing for new units	-13,589.00	R 027-08

TOTAL UPDATES
\$18,219

Summary of Tax Commitment

Nov 23 2022

	2022	2023 Manager	Changes	
			2023 vs 2022	In %
County Tax	\$885,482	\$885,482	(\$0)	0.00%
Municipal Appropriation:				
Expenses	\$14,961,266	17,245,802	\$2,284,536	15.27%
Less: Municipal Revenue Sharing	(\$1,900,000)	(\$2,700,000)	(\$800,000)	42.11%
Other Non-Property Tax Revenue	<u>(\$5,774,265)</u>	<u>(6,522,533)</u>	<u>(\$748,268)</u>	<u>-12.96%</u>
Net Municipal Appropriation	\$7,287,001	8,023,269	\$736,268	10.10%
TIF	\$188,969	\$188,969	(\$0)	0.00%
Local Education Assessment	\$6,297,697	\$6,297,697	(\$0)	0.00%
Overlay	<u>\$191,650</u>	<u>\$50,000</u>	<u>(\$141,650)</u>	<u>-73.91%</u>
Total Appropriation	\$14,850,800	\$15,445,417	\$594,618	4.00%
Amount from surplus/reserves	<u>\$0</u>	<u>(\$1,045,000)</u>	<u>(\$1,045,000)</u>	<u>0.00%</u>
Total Appropriation	\$14,850,800	\$14,400,417	(\$450,382)	-3.03%
Less: Homestead	(\$808,508)	(\$808,508)	\$0	0.00%
BETE	(\$603,689)	(\$603,689)	(\$0)	0.00%
Tax Commitment	\$13,438,603	\$12,988,220	(\$450,382)	-3.35%
Total Taxable Value	\$565,835,900	\$565,835,900	\$0	0.00%
Tax Rate	\$23.75	\$22.95	(\$0.80)	-3.35%
Change in Municipal Rate Only	-\$1.10	-\$0.80	(\$0.80)	-3.35%

	2022 Budget	2023 Council	Changes	
			2023 vs 2022	
County Tax	\$885,482	\$0	(\$885,482)	-100.00%
Municipal Appropriation:				
Expenses	\$14,961,266	\$0	(\$14,961,266)	-100.00%
Less: Municipal Revenue Sharing	(\$1,900,000)	\$0	(\$1,900,000)	-100.00%
Other Non-Property Tax Revenue	<u>(\$5,774,265)</u>	<u>\$0</u>	<u>(\$5,774,265)</u>	<u>-100.00%</u>
Net Municipal Appropriation	\$7,287,001	\$0	(\$7,287,001)	-100.00%
TIF	\$188,969	\$0	(\$188,969)	-100.00%
Local Education Assessment	\$6,297,697	\$0	(\$6,297,697)	-100.00%
Overlay	<u>\$191,650</u>	<u>\$0</u>	<u>(\$191,650)</u>	<u>-100.00%</u>
Total Appropriation	\$14,850,800	\$0	(\$14,850,800)	-100.00%
Amount from surplus/reserves	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>
Total Appropriation	\$14,850,800	\$0	(\$14,850,800)	-100.00%
Less: Homestead	(\$808,508)	\$0	\$808,508	100.00%
BETE	(\$603,689)	\$0	\$603,689	100.00%
Tax Commitment	\$13,438,603	\$0	(\$13,438,603)	-100.00%
Total Taxable Value	\$565,835,900	\$565,835,900	\$0	0.00%
Tax Rate	\$23.75	\$0.00	(\$23.75)	-100.00%
	-\$1.10	-\$23.75	(\$23.75)	-100.00%

	Revenue	Mils	Summary of Tax Commitment		Account Number	Date
			Expenses	Mils		
Increase Hydrant Rental - 16% Increase			31,590.00	0.0000558	E 017-17-04	10/14/2022
DECD - Remove Snow Tires			-600.00	(0.0000011)	E 002-08-01	10/14/2022
PSB Capital Reserve - Add \$7250 Disp Console			7,250.00	0.0000128	E 082-01	10/14/2022
Rec & Parks Ground Maint-Input Error			63,000.00	0.0001113	E 010-08-06	10/14/2022
Rec & Parks - Remove Forklift			-35,000.00	(0.0000619)	E 072-01	10/14/2022
Assessing - Increase Revenue for 1250	16,250	0.0000287		-	R 001-01	10/14/2022
Fire - Adjust Compensation			16,382.00	0.0000290	E 004-01-01	10/14/2022
Police - Adjust Compensation			12,351.00	0.0000218	E 008-01-01	10/14/2022
IT - Increase for IT Services			3,072.00	0.0000054	E 023-08-08	10/14/2022
DECD Capital Reserve-Remove Map Scanner			-15,000.00	(0.0000265)	E 081-01	10/14/2022
Decrease O/T Fire Dept			-32,000.00	(0.0000566)	E 004-01-02	10/25/2022
Adjust Various Depts Salaries			688.00	0.0000012		10/25/2022
Adjust Employee Benefits			-89,179.00	(0.0001576)	E 014-XX-XX	10/26/2022
Adjust Emergency Reserve Appropr			-15,000.00	(0.0000265)	E 096-13-01	10/31/2022
Increase Inv. Interest Revenue	15,000	0.0000265			R 027-14	10/31/2022
Adjust Dwtm Revit Committee Request			-10,662.00	(0.0000188)	E 020-20-22	11/1/2022
Adjust Pworks Wages due to promotion			-12,459.20	(0.0000220)	E 009-01-01	11/1/2022
Adjust Employee Benefits			-2,223.00	(0.0000039)	E 014-XX-XX	11/1/2022
Adjust Health Insurance			4,862.00	0.0000086	E 014-02-04	11/1/2022
Adjust Employee Benefits due to new hire			-4,753.00	(0.0000084)	E 014-XX-XX	11/2/2022
Increase Homeless Shelter			1,342.00	0.0000024	E 020-20-19	11/2/2022
Adjust Debt Service Pmt for Pworks			-7,402.00	(0.0000131)	E 018-18-12	11/9/2022
Adjust Debt Service Revenue	(7,402)	(0.0000131)		-	R 018-25	11/9/2022
Adjust Solid Waste Permit Revenue	7,960	0.0000141			R 012-02	11/15/2022
Adjust Bon Aire Billing for new units	(13,589)	(0.0000240)			R 027-08	11/15/2022
Reduce Contingent			-50,000.00	(0.0000884)	E 020-20-13	11/15/2022
Adjust Salaries for Regional Assessing			-22,968.00	(0.0000406)	E 001-01-01	11/15/2022
Adj Benefits due to Reg. Assessing Change			-7,456.00	(0.0000132)	E 014-XX-XX	11/15/2022
Adjust Salaries due to Retiree - Assessing			-19,309.50	(0.0000341)	E 001-01-01	11/15/2022
Adj Benefits due to Retiree			-5,714.00	(0.0000101)	E 014-XX-XX	11/15/2022
Adjust Salaries due to Retiree - Gen'l Govt			-24,136.91	(0.0000427)	E 006-01-01	11/15/2022
Increase Library Special Events Budget			1,000.00	0.0000018	E 007-	11/15/2022
Increase Cemeteries Budget			6,500.00	0.0000115	E 020-20-09	11/15/2022
Remove Misc Expense			-10,000.00	(0.0000177)	E 020-20-22	11/15/2022
Regional Assessing Stipend			10,000.00	0.0000177	E 001-01-01	11/15/2022
Promotions within PD			-35,320.00	(0.0000624)	E 008-01-01	11/18/2022
Adjust Benefits due to Promotions & COLA			-2,168.00	(0.0000038)	E 014-XX-XX	11/18/2022
Change COLA to \$3 - non union & professional			32,383.00	0.0000572	various depts	11/18/2022
Remove PD Stipends			-10,000.00	(0.0000177)	E 008-01-04	11/18/2022
Increase Solid Waste Outside Services for AWS			3,523.00	0.0000062	E 012-10-11	11/22/2022
Increase Public Works Cap. Reserves for add'l Truck			283,000.00	0.0005001	E 075-XX-XX	11/23/2022
Increase PSB Reserve to fund Flooring Replacement			75,000.00	0.0001325	E 082-XX-XX	11/23/2022

Adjustments thru 11/23/2022 **18,219** **0** **140,592** **0**

Breakdown of Surplus Funding	\$1,045,000
Fund Fire Dept Reserve	229,000
Fund Enterprise Leasing	100,000
Fund 2 Plow Trucks - Pworks	566,000
Fund Ind. Council Reserve	150,000

PRESQUE ISLE CITY COUNCIL MEETING

For:

December 7, 2022

AGENDA ITEM # 12

SUBJECT

NEW BUSINESS: Waiver of Foreclosure

INFORMATION

- 1) Memorandum
- 2) Attachment A

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to authorize the City Treasurer to waive foreclosure on the properties listed on Attachment A if payment on the 2020 tax lien is not received by the City prior to the close of business on December 16, 2022 at 4:30 pm.



City of Presque Isle, Maine

Finance Department

From the desk of:

Bradley Turner

Email: bturner@presqueisleme.us

MEMORANDUM

TO:	Presque Isle City Council
FROM:	Bradley Turner, Treasurer
DATE:	November 28, 2022
RE:	Waiving Foreclosure on Properties with 2020 Unpaid Taxes

Foreclosure notices were sent to taxpayers and other interested parties on properties with 2020 Tax Liens that were unpaid as of October 18, 2022.

Attached is a list of eight properties on which I am recommending the Council approve Waivers of Foreclosure. The Waiver simply waives the current automatic foreclosure it does not waive the taxes due or the right of the City to foreclose in the future.

Properties 1 thru 5 are all older mobile homes on rented property. In my opinion it would be wise for the City to waive foreclosure on these properties causing the responsibility of cleaning up the lots to remain with the land owner. Without a waiver, the City will own the properties as of December 16th, 2022 at 4:30 pm. It would then be the responsibility of the City to dispose of the mobile home and the taxpayer would be relieved of any liability at that time. The owner of the real estate would get a cleared mobile home lot at no cost to him and would be entitled to receive lot rent from the City from the date of foreclosure until the date of demolition.

Demolition costs for a mobile home is minimally \$7,500.

If the 'Waiver of Foreclosure' is issued, the City:

- Will not foreclose on, and therefore own, and possibly owe lot rent on undesirable properties, and
- Will not be required to evict individuals and become a landlord until the eviction takes place if the home was occupied or there was a rental situation.
- Is not waiving the taxes due, only foreclosure for the current year; if they don't follow through we can foreclose in December 16, 2023.

Properties 6 thru 8 I have set up payment arrangements and the parties have been paying faithfully each month.

Attachment A is a worksheet listing those properties being recommended for Waiver of Foreclosure.

RESOLVE:

BE IT RESOLVED by _____ and seconded by _____ that the City Council authorize the City Treasurer to waive the foreclosure on those properties listed on Attachment A if payment on the 2020 tax lien is not received by the City prior to close of business on December 16, 2022 at 4:30 pm.

2020 TAX LIEN MATURITY
POTENTIAL TAX ACQUIRED PROPERTIES
AUTO FORECLOSURE DATE: DECEMBER 16, 2022

	R/E ACCOUNT NUMBER	TAXPAYER(S)	LOCATION	DESCRIPTION	ASSESSED VALUE	LIENED AMOUNT (2020)	LIENED AMOUNT (2021)	2022 TAXES BILLED	COMMENTS
1	903-RE	CLEVELAND ANNETTE	98 PI Trailer Park	Older mobile home in park; taxpayer occupied	\$ 5,200	\$ 310.02	\$ 228.56	\$ 123.50	Waivers of foreclosure have been filed for 2018 & 2019
2	5107-RE	WEBB, JAY	32 PI Trailer Park	Older mobile home in park	\$ 500	\$ 143.68	\$ 111.52	\$ 11.88	
3	109-RE	GIGGEY, BEATRICE A	6 Brown Trailer Park	Older mobile home @ 11 Milliken Street; abandoned and roof caved, poor condition	\$ 500	\$ 205.11	\$ 138.33	\$ 11.88	Taxpayer's last known address in Canada.
4	2762-RE	NORBECK, MICHAEL (HEIRS OF)	82 Houlton Road	Older mobile home situated on rental lot	\$ 7,700	\$ 300.98	\$ 225.91	\$ 182.88	Stuart Cray Jr. is current owner and has payment arrangements w/City.
5	5299- RE	PLUMMER, WILL	111 PI Trailer Park	Older mobile home in park;	\$ 11,000	\$ 395.84	\$ 297.71	\$ 261.25	Leslie Plummer is current owner living @ mobile home and paying taxes.
6	1574-RE	JACKSON, CHANNA	93 Barton Street	SF residence on .25 acre lot	\$ 152,100	\$ 2,437.61	\$ 2,609.25	\$ 3,018.63	Set up payment plan and will have taxes paid off in a couple months
7	73-RE	DEWITT, BONNIE L	29 Exchange Street	SF residence on .52 acre lot	\$ 42,100	1,501.86	1,426.91	999.88	Waiver of foreclosure was filed on 2019 tax lien
8	3409-RE	STROTHER, KEVIN	121 Parkhurst Siding	6 acres with single family dwelling	103600	284.37	2606.77	2460.5	Has a payment plan in place and has been making each payment

PRESQUE ISLE CITY COUNCIL MEETING

For:

December 7, 2021

AGENDA ITEM # 13

SUBJECT

NEW BUSINESS: Annual Appointment List for January 2023

INFORMATION

- 1) Boards & Committee & City Appointments for 2023
- 2) Council Appointments for 2023

REQUESTED ACTION

Discussion only.

**COUNCIL APPOINTMENTS (filled by council members,
one year terms unless noted otherwise)**

COUNCIL CHAIR

Currently Kevin Freeman

DEPUTY COUNCIL CHAIR

Currently Jake Shaw

AROOSTOOK WASTE SOLUTIONS

Currently Kevin Freeman

AUDIT COMMITTEE (2)

Currently Kevin Freeman & Jake Shaw

FINANCE COMMITTEE (2)

These two Councilors are available to sign the weekly warrants

Currently Craig Green & Kevin Freeman

PRESQUE ISLE DEVELOPMENT FUND BOARD OF TRUSTEES (2)

Currently Kevin Freeman & Jeff Willette

**PRESQUE ISLE DOWNTOWN REVITALIZATION COMMITTEE (may
appoint up to 2 councilors)**

Currently Jake Shaw and Mike Chasse

PRESQUE ISLE DOWNTOWN TIF ADVISORY COMMITTEE (2)

Currently Jake Shaw and Craig Green

PRESQUE ISLE INDUSTRIAL COUNCIL BOARD OF DIRECTORS

No seats open- Filled by Kevin Freeman (2024) and Mike Chasse (2023)

2023 APPOINTMENTS Council appoints volunteers/staff

CITY ATTORNEY:

Richard Currier per Article 4.10 of the City Charter.

CITY CLERK:

Kimberley Finnemore per Article 4.10 of the City Charter.

AROOSTOOK WASTE SOLUTIONS

Dana Fowler

Martin Puckett - alternate

CODE ENFORCEMENT OFFICER

TIM ST. PETER as the Code Enforcement Officer, Building Inspector, Housing Inspector, Electrical Inspector Local Heath Inspector, and Plumbing Inspector.

AIRPORT ADVISORY BOARD 4 year appointment

Granville Lamb Jr. 12/31/27

Earl Twiggs 12/31/27

AUDIT COMMITTEE

One member needed

BOARD OF ASSESSMENT REVIEW 3 year

Gregory Roderick 12/31/26

LIBRARY BOARD OF TRUSTEES 3 year

Allison Ladner, Martha LaPointe, Lois Brewer, Nicole Cote, Ed Escobar and Sharon Brown 12/31/26

PLANNING BOARD 4 year

Stacy Walton 12/31/27

Brandon McDonald alternate 12/23

PRESQUE ISLE DEVELOPMENT FUND BOARD OF TRUSTEES 3 year

Floyd Rockholt 12/31/27

PRESQUE ISLE DOWNTOWN TIF ADVISORY COMMITTEE

Sean Nordenhold and Floyd Rockholt

PRESQUE ISLE DOWNTOWN REVITALIZATION COMMITTEE 4 year

No vacancies

PRESQUE ISLE INDUSTRIAL COUNCIL 3 year

Scott Norton

RECREATION & PARKS ADVISORY COMMITTEE

Renee Fournier

ZONING BOARD OF APPEALS

Earl Twiggs

AD HOC- AIRPORT TERMINAL

Core Committee

Scott Wardwell, Airport Director

Marty Kelly, Operations Director

Kellie Heu, United- Station Manager

Larry Clark, Airport Advisory Board

Extended Committee Members

City Council Member

Car Rental Representative-Shelly Proulx

TSA Representative

United Airlines- Corporate Real Estate Representative

Central Aroostook Chamber of Commerce- LaNiece Sirois

Presque Isle Air Museum Representative

PRESQUE ISLE CITY COUNCIL MEETING

For:

December 7, 2021

AGENDA ITEM # 14

SUBJECT

NEW BUSINESS: Ordinances due to the Sunset Provision

INFORMATION

- Chapter 53 Disbursement Warrant Ordinance
- Chapter 55 All Terrain Vehicle Ordinance
- Chapter 60 Property Assessed Clean Energy (PACE) Ordinance

REQUESTED ACTION

Schedule Public Hearings for Chapter 53,55 & 60 for January 4th, 2023.

CHAPTER 53

CITY OF PRESQUE ISLE

Disbursement Warrant Ordinance



Approved by the City Council: May 5, 2003

Repassed: January 5, 2015

Amended by City Council, March 7, 2011

Repassed: January 2, 2019

Attest: _____
Thomas C. King, City Clerk

City Seal

CHAPTER 53

DISBURSEMENT WARRANT ORDINANCE

Section 1 Purpose

The purpose of this Ordinance is to provide an alternative to the statutory procedure for approval of warrants authorizing the Treasurer to disburse money.

Section 2 Authority

This Ordinance is enacted pursuant to 30-A M.R.S.A. §§ 3001 (municipal home rule) and 5603 (2)(A).

Section 3 Procedure for Approval

The Treasurer may disburse money only on the authority of a warrant drawn for the purpose, either: (a) affirmatively voted and signed by a majority of the municipal officers at a duly called public meeting; (b) seen and signed by at least two (2) members of the City Council acting individually and separately; or (c) signed as otherwise provided by law for the disbursement of employees' wages and benefits and payment of municipal education costs.

Section 4 Sunset Provision

This Ordinance shall be in force for the term of four (4) years from its effective date. This Ordinance shall become null and void upon the expiration of four (4) years from the said effective date; unless recommended and required by the City Council to remain effective, prior to such expiration date.

CHAPTER 54

CITY OF PRESQUE ISLE

All Terrain Vehicle Ordinance



Adopted: August 2, 2004 as an Emergency Ordinance
Repassed: November 19, 2007 retroactive to August 2, 2007
Repassed by the City Council on February 2, 2011
Repassed by the City Council on January 5, 2015
Repassed: January 2, 2019

Attest: _____
Thomas C. King, City Clerk

City Seal

CHAPTER 54

ALL TERRAIN VEHICLE ORDINANCE

SECTION 1 PURPOSE

The purpose of this Ordinance is to regulate certain conduct of operators of all terrain vehicles on municipal property and on municipal rights of way.

SECTION 2 DEFINITION

For the purpose of the Ordinance an ATV trail shall be defined as an area of land owned by the City of Presque Isle and designated by the City Council in an ATV Use Permit allowing ATV use by the general public.

SECTION 3 OPERATION

Operation of All Terrain Vehicles (ATVs) shall be as determined by the State of Maine, according to MRSA Title 12, Title 29A and this Ordinance.

All ATV operators must obey and comply with all properly posted signs.

All ATV operators will proceed with caution when approaching/passing all non-motorized trail users including, but not limited to, bicyclists, hikers and horses.

ATV operators shall not exceed the posted 10 MPH speed limit when traveling the section of ATV trail that runs parallel to Parsons Street from Harris Street to the Connector Road intersection.

ATV operators shall obey any posted speed limit on the trail system on property owned by the City of Presque Isle. The Chief of Police, in consultation with the City Manager, shall be responsible for determining speed limits on ATV trails located on municipal property.

The Chief of Police shall cause such areas to be designated by appropriate signs.

SECTION 2 PENALTY

Whoever violates any of the provisions of this Ordinance shall be punished by a fine to inure to the benefit of the City of Presque Isle; as follows:

1 st offense:	\$ 50.00
2 nd offense:	\$ 100.00
3 rd offense:	\$ 150.00
Subsequent offenses:	\$ 200.00

Registered owners of ATVs, as well as the operator of the ATV are subject to the above fines for violations of any provision of this Ordinance.

The Maine District Court in Presque Isle shall have exclusive jurisdiction for enforcement of this Ordinance.

SECTION 3 SEVERABILITY

Should any section, paragraph, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid for any reason, the remainder of said Ordinance shall not be affected thereby.

SECTION 4 SUNSET PROVISION

This Ordinance shall be in force for the term of four (4) years from its effective date. This Ordinance shall become null and void upon the completion of four (4) years from said effective date, unless recommended and required by the City Council to remain effective prior to such expiration date.

CHAPTER 60

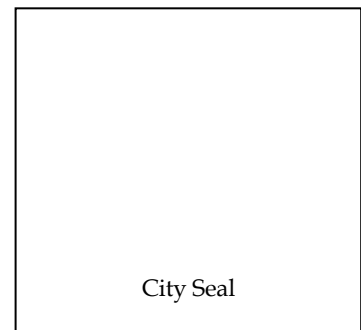
CITY OF PRESQUE ISLE

PROPERTY ASSESSED CLEAN ENERGY (PACE) ORDINANCE



Approved by the City Council: February 7, 2011
Repassed by the City Council: January 5, 2015
Repassed: January 2, 2019

Attest: _____
Thomas C. King, City Clerk



City Seal

PROPERTY ASSESSED CLEAN ENERGY (PACE) ORDINANCE

Version 2 – Administration by the Efficiency Maine Trust

PREAMBLE: WHEREAS, the 124th Maine Legislature has enacted Public Law 2009, Chapter 591, “An Act to Increase the Affordability of Clean Energy for Homeowners and Businesses,” also known as “the Property Assessed Clean Energy Act” or “the PACE Act”; and

WHEREAS, that Act authorizes a municipality that has adopted a Property Assessed Clean Energy (“PACE”) Ordinance to establish a PACE program so that owners of qualifying property can access financing for energy saving improvements to their properties located in the City/Town, financed by funds awarded to the Efficiency Maine Trust under the Federal Energy Efficiency and Conservation Block Grants (EECBG) Program and by other funds available for this purpose, and to enter into a contract with the Trust to administer functions of its PACE program; and

WHEREAS, the Municipality wishes to establish a PACE program; and

NOW THEREFORE, the Municipality hereby enacts the following Ordinance:

ARTICLE I – PURPOSE AND ENABLING LEGISLATION

§ XX-1 Purpose

By and through this Chapter, the City of/Town of PRESQUE ISLE, MAINE declares as its public purpose the establishment of a municipal program to enable its citizens to participate in a Property Assessed Clean Energy (“PACE”) program so that owners of qualifying property can access financing for energy saving improvements to their properties located in the City/Town. The City/Town declares its purpose and the provisions of this Chapter/Ordinance to be in conformity with federal and State laws.

§ XX-2 Enabling Legislation

The City/Town enacts this Chapter/Ordinance pursuant to Public Law 2009, Chapter 591 of the 124th Maine State Legislature – “An Act To Increase the Affordability of Clean Energy for Homeowners and Businesses, ” also known as “the Property Assessed Clean Energy Act” or “the PACE Act” (codified at 35-A M.R.S.A. § 10151, *et seq.*).

ARTICLE II – TITLE AND DEFINITIONS

§ XX -3 Title

This Chapter/Ordinance shall be known and may be cited as “the City/Town of Presque Isle, Maine Property Assessed Clean Energy (PACE) Ordinance” (the “Ordinance”).

§ XX-4 Definitions

Except as specifically defined below, words and phrases used in this Chapter/Ordinance shall have their customary meanings; as used in this Chapter/Ordinance, the following words and phrases shall have the meanings indicated:

Energy Saving Improvement: “Energy Saving Improvement” means an improvement to qualifying property that is new and permanently affixed to qualifying property and that:

- A. Will result in increased energy efficiency and substantially reduced energy use and:
 - (1) Meets or exceeds applicable United States Environmental Protection Agency and United States Department of Energy Energy Star program or similar energy efficiency standards established or approved by the Trust; or
 - (2) Involves air sealing, insulating, and other energy efficiency improvements of residential, commercial or industrial property in a manner approved by the Trust; or
- B. Involves a renewable energy installation or an electric thermal storage system that meets or exceeds standards established or approved by the trust.

Municipality: “Municipality” shall mean the City/Town of Presque Isle, Maine.

PACE agreement: “PACE agreement” means an agreement between the owner of qualifying property and the Trust that authorizes the creation of a PACE mortgage on qualifying property and that is approved in writing by all owners of the qualifying property at the time of the agreement, other than mortgage holders.

PACE assessment: “PACE assessment” means an assessment made against qualifying property to repay a PACE loan.

PACE district: “PACE district” means the area within which the Municipality establishes a PACE program hereunder, which is all that area within the Municipality’s boundaries.

PACE loan: “PACE loan” means a loan, secured by a PACE mortgage, made to the owner(s) of a qualifying property pursuant to a PACE program to fund energy saving improvements.

PACE mortgage: “PACE mortgage” means a mortgage securing a loan made pursuant to a PACE program to fund energy saving improvements on qualifying property.

PACE program: “PACE program” means a program established under State statute by the Trust or a municipality under which property owners can finance energy savings improvements on qualifying property.

Qualifying property: “Qualifying property” means real property located in the PACE district of the Municipality.

Renewable energy installation: “Renewable energy installation” means a fixture, product, system, device or interacting group of devices installed behind the meter at a qualifying property, or on contiguous property under common ownership, that produces energy or heat from renewable sources, including, but not limited to, photovoltaic systems, solar thermal systems, biomass systems, landfill gas to energy systems, geothermal systems, wind systems, wood pellet systems, and any other systems eligible for funding under federal Qualified Energy Conservation Bonds or federal Clean Renewable Energy Bonds.

Trust: “Trust” means the Efficiency Maine Trust established in 35-A M.R.S.A. § 10103 and/or its agent(s), if any.

ARTICLE III – PACE PROGRAM

Establishment; funding. The Municipality hereby establishes a PACE program allowing owners of qualifying property located in the PACE district who so choose to access financing for energy saving improvements to their property through PACE loans administered by the Trust or its agent. PACE loan funds are available from the Trust in municipalities that (1) adopt a PACE Ordinance, (2) adopt and implement a local public outreach and education plan, (3) enter into a PACE administration contract with the Trust to establish the terms and conditions of the Trust’s administration of the municipality’s PACE program, and (4) agree to assist and cooperate with the Trust in its administration of the municipality’s PACE program.

Amendment to PACE program. In addition, the Municipality may from time to time amend this Ordinance to use any other funding sources made available to it or appropriated by it for the express purpose of its PACE program, and the Municipality shall be responsible for administration of loans made from those other funding sources.

ARTICLE IV – CONFORMITY WITH THE REQUIRMENTS OF THE TRUST

Standards adopted; Rules promulgated; model documents. If the Trust adopts standards, promulgates rules, or establishes model documents subsequent to the Municipality’s adoption of this Ordinance and those standards, rules or model documents substantially conflict with the Ordinance, the Municipality shall take necessary steps to conform this Ordinance and its PACE program to those standards, rules, or model documents.

ARTICLE V – PROGRAM ADMINISTRATION; MUNICIPAL LIABILITY

1. Program Administration

- A. PACE Administration Contract. Pursuant to 35-A M.R.S.A. § 10154 (2)(A)(2) and (B), the Municipality will enter into a PACE administration contract with the Trust to administer the functions of the PACE program for the Municipality. The PACE administration contract with the Trust will establish the administration of the PACE program including, without limitation, that:

- i. The Trust will enter into PACE agreements with owners of qualifying property in the Municipality's PACE district;
 - ii. The Trust, or its agent, will create and record a Notice of the PACE agreement in the appropriate County Registry of Deeds to create a PACE mortgage;
 - iii. The Trust, or its agent, will disburse the PACE loan to the property owner;
 - iv. The Trust, or its agent, will send PACE assessment statements with payment deadlines to the property owner;
 - v. The Trust, or its agent, will be responsible for collection of the PACE assessments;
 - vi. The Trust, or its agent, will record any lien, if needed, due to nonpayment of the assessment;
 - vii. The Trust or its agent on behalf of the Municipality, promptly shall record the discharges of PACE mortgages upon full payment of the PACE loan.
- B. Adoption of Education and Outreach Program. In conjunction with adopting this Ordinance, the Municipality shall adopt and implement an education and outreach program so that citizens of the Municipality are made aware of home energy saving opportunities, including the opportunity to finance energy saving improvement with a PACE loan.
- C. Assistance and Cooperation. The Municipality will assist and cooperate with the Trust in its administration of the Municipality's PACE program.
- D. Assessments Not a Tax. PACE assessments do not constitute a tax but may be assessed and collected by the Trust in any manner determined by the Trust and consistent with applicable law.
2. Liability of Municipal Officials; Liability of Municipality
- A. Notwithstanding any other provision of law to the contrary, municipal officers and municipal officials, including, without limitation, tax assessors and tax collectors, are not personally liable to the Trust or to any other person for claims, of whatever kind or nature, under or related to a PACE program, including, without limitation, claims for or related to uncollected PACE assessments.
 - B. Other than the fulfillment of its obligations specified in a PACE administration contract with the Trust entered into under Article VI, §1(A) above, a municipality has no liability to a property owner for or related to energy savings improvements financed under a PACE program.

Presque Isle, ME. City Council Question:

Shall the Presque Isle, Maine City Council enter into a "Property Assessed Clean Energy (PACE) Program Agreement" with the Efficiency Maine Trust and authorize the City Manager to sign the same?

PROPERTY ASSESSED CLEAN ENERGY (PACE) ADMINISTRATION CONTRACT

THIS Property Assessed Clean Energy (PACE) Administration Contract (the "Contract") is entered into this _____ day of _____, 20____, by and between The City of Presque Isle, Maine, 04769, a municipal corporation duly organized and existing under the laws of the State of Maine whose mailing address is 12 Second Street, Presque Isle, Maine 04769 (the "**Municipality**") and the **Efficiency Maine Trust**, a legal entity and instrumentality of and a body corporate and politic under the laws of the State of Maine (the "**Trust**"). The foregoing also are referred to herein collectively as the "**Parties**" or singly as "**Party**".

WHEREAS, the 124th Maine Legislature has enacted Public Law 2009, Chapter 591, "An Act to Increase the Affordability of Clean Energy for Homeowners and Businesses", also known as "the Property Assessed Clean Energy Act" or "the PACE Act"; and

WHEREAS, that Act authorizes a municipality that has adopted a Property Assessed Clean Energy ("PACE") Ordinance to establish a PACE Program, so that owners of qualifying property can access financing for energy saving improvements to their properties located in the municipality; financed by funds awarded to the Efficiency Maine Trust under the Federal Energy Efficiency and Conservation Block Grant (EECBG) Program and by other funds available for this purpose, and to enter into a contract with the Trust to administer functions of its PACE Program; and

WHEREAS, the Municipality has adopted a PACE Ordinance; and

WHEREAS, the Parties wish to establish their respective responsibilities in the administration of the PACE Program.

WITNESSETH:

NOW, THEREFORE, for and in consideration of the covenants and conditions set forth herein, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

(1) DEFINITIONS. Capitalized terms used in this Contract shall have the meanings given them in 35-A M.R.S.A. § 10153 unless otherwise specified herein. In addition, these terms are defined as follows:

- 1.1 PACE Agreement: "PACE Agreement" means an agreement between the owner of qualifying property and the Trust that authorizes the creation of a PACE Mortgage on qualifying property and that is approved in writing by all owners of the qualifying property at the time of the agreement, other than mortgage holders.
- 1.2 PACE District: "PACE District" means the area within which the Municipality establishes a PACE Program under this Contract, which is all of that area within the Municipality's boundaries.
- 1.3 PACE Loan: "PACE Loan" means a loan made to the owner(s) of a Qualifying Property for an Energy Saving Improvement.

(2) TRUST'S RESPONSIBILITIES. The Trust shall, itself or through its authorized agents:

2.1 Administration. Administer the functions of a PACE Program which administration shall include, without limitation:

- A. The trust will enter into PACE agreements with owners of Qualifying Property in the Municipality's PACE District;
- B. The trust, or its agent, will create and record a Notice of the PACE Agreement in the appropriate County Registry of Deeds to create a PACE mortgage;
- C. The Trust, or its agent, will disburse the PACE Loan to the property owner;
- D. The Trust, or its agent, will send PACE Assessment statements with payment deadlines to the property owner;
- E. The Trust, or its agent, will be responsible for collection of the PACE Assessments;
- F. The Trust, or its agent, will record any lien, if needed, due to nonpayment of the PACE Assessment;
- G. The Trust or its agent, promptly shall record the discharge of a PACE mortgage upon full payment of the PACE loan;
- H. The Trust, or its agent, will be responsible for management of federal grant funds; and
- I. The Trust, or its agent, will ensure the collection of data required to quantify carbon savings and to facilitate access to and edibility for voluntary carbon markets, for federal grants for energy efficiency and for other incentive programs that support Energy Saving Improvements.

2.2 Terms and Conditions. Pursuant to 35-A M.R.S.A. § 10154, the Trust may establish terms and conditions under which municipalities and property owners may participate in a PACE Program established thereunder, and the Parties agree that they, the PACE Program hereunder and this Contract are subject to those terms and conditions as amended from time-to-time.

(3) MUNICIPALITY'S RESPONSIBILITIES.

3.1 Education and Outreach Programs. The Municipality agrees to adopt and to implement an education and outreach program so that owners of property in the Municipality are made aware of home energy saving opportunities, including the opportunity to finance Energy Saving Improvements with a PACE Loan.

3.2 Conformity with Home Energy Savings Program. The Municipality agrees to conform its PACE Program to the requirements contained in the Home Energy Savings Program.

3.3 Acceptance and Disbursement of Funds. The Municipality agrees to accept PACE funds from the Trust and to disburse PACE funds back to the Trust as needed to satisfy the conditions of the federal grants and to allow the Trust to fund and administer a uniform system of municipal PACE Programs throughout the State.

3.4 Assistance and Cooperation. The Municipality agrees to cooperate with the Trust in the administration of the Municipality's PACE Program, including but not limited to, providing information about applicant properties including property tax payment and lien status, taxable value of residential properties in town, and providing reasonable and necessary aid to the Trust for require data collection, recordkeeping and reporting functions relative to the PACE Program in the PACE District, and providing reasonable and necessary support to the Trust's PACE loan, PACE Assessment, and billing and collection functions.

3.5 Conformity. If standards or rules and regulations are adopted by any State or federal agency subsequent to the Municipality's adoption of a PACE Ordinance or participation in a PACE Program and those standards or rules and regulations substantially conflict with the Municipality's manner of participation in the PACE Program, the Municipality, should it desire to continue its participation in the PACE Program, will be required to take necessary steps to conform its participation to those standards or rules and regulations.

(4) TERM

4.1 This Contract is for a period of three (3) years and shall automatically be renewed for additional periods of three (3) years unless either Party provides the other with ninety (90) days' advance written notice of intent not to renew this Contract.

(5) TERMINATION

5.1 Either Party may terminate this Contract for convenience by providing the other with ninety (90) days' advance written notice of termination. On and after the date of termination, the Municipality no longer will have a PACE Program administered by the Trust except for those PACE Loans already secured by PACE Mortgages as of the dater of termination.

(6) LIABILITY

6.1 Notwithstanding any other provision of law to the contrary, municipal officers and municipal officials, including, without limitation, tax assessors and tax collectors, are not personally liable to the Trust or to any other person for claims, of whatever kind or nature, under or related to a PACE Program established under this Contract, including, without limitation, claims for or related to uncollected PACE Assessments.

6.2 Other than the fulfillment of its obligations specified in a PACE Agreement, the Municipality has no liability to a property owner for or related to Energy Saving Improvements financed under a PACE Program.

(7) MISCELLANEOUS PROVISIONS

7.1 Notices. All notices, demands or other communications made pursuant to this Contract shall be in writing and shall be sent by (i) registered or certified United States mail, postage prepaid, (ii) by overnight courier, or (iii) by facsimile. Such notice shall be deemed effective upon delivery addressed as follows:

To the Municipality:

City of Presque Isle, Maine
12 Second Street
Presque Isle, ME 04769
ATTN: City Manager

To the Trust:

Efficiency Maine Trust
101 Second Street
Hallowell, ME 04347
ATTN: _____

7.2 Entire Agreement, Modifications. This Contract constitutes the entire agreement of the Parties, and neither Party shall be bound by any statement or representation not contained herein. Except as provided herein, this Contract cannot be changed, amended or modified, except by another agreement in writing signed by all Parties hereto or by their respective successors in interest.

7.3 Headings. The section headings contained herein are for convenience of reference only and are not intended to define, limit, or describe the scope or interest of any provisions of this Contract.

7.4 Severability. If any section, term, covenant, or condition of this Contract or the application thereto to any person or circumstances shall, to any extent be illegal, invalid or unenforceable because of judicial construction, the remaining sections, terms, covenants, and conditions of this Contract, or the application of such term, covenant, or condition to persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected thereby, and each section, term, covenant, or condition of this Contract shall be valid and be enforced to the fullest extent permitted by Law.

7.5 Governing Law, Remedies. This Contract shall be governed by and construed in accordance with the laws of the State of Maine. Except as otherwise agreed by the Parties in writing, all disputes, claims, counterclaims and other matters in question between the municipality and the Trust arising out of or relating to this Contract shall be decided by a Maine court of competent jurisdiction.

7.6 Assignment: successors and Assigns. This contract may not be assigned by either party without the prior written consent of the other Party, which consent shall not be unreasonably conditioned, delayed or withheld. This contract shall benefit and be binding upon the Parties hereto and their respective permitted successors and assigns.

7.7 Non-Waiver. Except as expressly provided in this Contract, the failure or waiver, or successive failures or waivers on the part of either party hereto, in the enforcement of any paragraph or provision of this Agreement shall not render the same invalid nor impair the right of either Party hereto, its successors or Contract

permitted assigns, to enforce the same in the event of any subsequent breach thereof.

IN WITNESS WHEREOF, the parties hereto have caused this Property Assessed Clean Energy (PACE) Administration Contract, to be executed by their duly authorized representatives as of the date first set forth above.

MUNICIPALITY

EFFICIENCY MAINE TRUST

By: _____

By: _____

Signature

Signature

James Bennett

Its: City Manager (Title)

Print Name

Its: _____(Title)

Section 4 Sunset Provision

This Ordinance shall be in force for the term of four (4) years from its effective date noted below: This Ordinance shall become null and void upon the expiration of four (4) years from said effective date; unless recommended and required by the City Council to remain effective prior to such expiration date.



City of Presque Isle, Maine

The Office of
Director of Economic & Community Development
Galen Weibley
Email: gweibley@presqueisleme.us

MEMORANDUM

TO:	Kim Finnemore, City Clerk; Martin Puckett, City Manager; & City Councilors
CC:	Patty Jandreau, Assistant to the Manager; Richard Currier, City Solicitor; Laurie Kellie, Police Chief; Tim St. Peter, Code Officer;
FROM:	Galen Weibley, Director of Economic & Community Development
DATE:	November 18, 2022
RE:	Public Hearing for Proposed Chapter 63: Lodging Establishment License Ordinance

The Presque Isle Planning Board has reviewed the proposed amendments to the newly proposed Chapter 63: Lodging Establishment License Ordinance that will address the challenges experienced by the City's emergency services at hospitality establishment.

The proposed ordinance will do the following:

- Require Lodging Establishments (Hotels, Motels and Rooming Houses) to be licensed with Council Approval of operating within Presque Isle
- Will require inspection and Police Chief input before renewal for any unresolved incidents
- Establish a licensing board comprised of the City Council
- Provide provisions that lodging establishments be current with property taxes and no outstanding life safety code violations
- Provide fine provisions for violating the ordinance or other City Ordinance if operating out of compliance.

The Planning Board initially reviewed the ordinance with the City Council at their September 15, 2022 meeting and since then has worked in a collaborative manner with the hospitality industry to refine the initial draft to balance the operation of businesses with public safety concerns. The board held a hearing on November 17, 2022 with 13 people present. Representatives from the Presque Isle Inn and Hampton Inn expressed their support during the hearing for the proposed amendments. The Planning Board and City Staff recommend the following motion:

Suggested Motion: Mr. Chairman, I move that we schedule a public hearing for the proposed Chapter 63: Lodging Establishment License Ordinance at our January 4, 2023 meeting.

Enclosure: Mark up version of Chapter 63: Lodging Establishment License Ordinance

CHAPTER 63

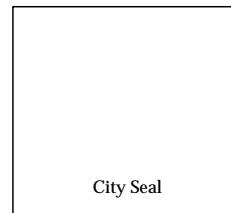
CITY OF PRESQUE ISLE

Lodging Establishment License Ordinance



Revised: November 17, 2022

Attest: _____
Kim Finnemore, City Clerk



CHAPTER 63

LODGING ESTABLISHMENT LICENSE ORDINANCE

Section 1 Purpose

The purpose of this Ordinance is to protect the health, well being and safety of the public and community regarding the operations of license lodging establishments within the City of Presque Isle. Therefore, the City shall regulate the following lodging establishments with a license as follows on an annual basis.

Section 2 Definitions

Except where specifically defined herein, all words used in this Code shall carry their customary meanings. Words used in the present tense include the future, and the plural includes the singular.

Employee: shall mean a person employed or compensated by the Lodging Establishment licensee

Hotel A building in which lodging or boarding and lodging capabilities are provided for more than 20 persons, offered to the public for compensation and in which ingress and egress to and from rooms and made primarily through and inside lobby or office supervised by a person in charge at all hours. As such, it is open to the public on contradistinction to a lodging house or a motel, which are herein separately defined.

Commented [GW1]: DECD Staff suggest clear definitions for Hotel, Motel & Rooming House to aid in not cross-referencing Chapter 16.

License: shall mean revocable official permission to operate a business or commit an act not otherwise permitted under State law or local ordinance.

Licensee: shall mean any holder of a license issued by this or any other city, or a holder of a license or permit under State law.

Lodging Establishment: shall include a Hotel, Motel, or Rooming House as defined herein

Deleted: by Chapter 16 of the City of Presque Isle's Land Use Code

Motel: A building or group of detached or connected buildings designed or intended or used primarily for the providing of sleeping accommodations for automobile travelers and having a parking space adjacent to a sleeping room. An automobile court or a tourist court with more than one unit or a motor lodge shall be deemed to be a motel.

Municipality: shall include, but not be limited to, the following: City, town and village.

Person: shall mean any individual natural person, partnership, joint venture, society, association, club, trustee, trust or corporation; or any officer, agent, employee, or personal representative of any thereof, in any capacity acting either for her or himself or for any other person under either personal appointment or pursuant to law.

Premises: shall include all lands, structures, places, and also the equipment and appurtenances connected or used therewith in any business, and also any personal property which is either affixed to or is otherwise used in connection with any such business conducted on such premises.

Rooming House: shall include any dwelling in which more than three persons, whether individually or as families are housed in single rooms without self-contained cooking facilities for compensation with or without meal.

Unresolved Incident: Shall mean activity by person(s) on the premises that is in violation of federal or state statute or of local ordinances which after being reported to local law enforcement has not been remedied by the licensee to either:

- Remove suspected person(s) from the premises or
- Change operational policies to correct future incidents

This definition shall not include reported activity where no suspect is identified, or trespassing by person(s) against the expressed permission of the licensee.

Section 3 Application for License

All lodging establishment applications under this Chapter shall be made on a form prescribed by the City Clerk.

Applicants seeking a license granted by the City Council shall file completed applications with the City Clerk no later than 4:30 p.m. of the Monday that precedes the next regular meeting of the City Council by at least fourteen (14) business days. If said Monday falls on a holiday, the deadline shall be 4:30 p.m. of the preceding Friday. No application shall be deemed complete and ready for hearing before the applicant has paid the application processing fee and all costs of advertising and notice. Applicants seeking licenses granted by the City Council should allow five (5) business days for review and final action by the City Clerk.

Applicants seeking licenses for lodging establishments should allow at least forty-five (45) calendar days from the date a completed application is submitted for review and final action by the City Council. Unless otherwise provided in this Chapter, notice of a City Council public hearing on an application shall be mailed to the applicant and published in a newspaper having general circulation in the City at least seven (7) days prior to said hearing. The cost of said publication shall be paid by the applicant.

All lodging establishments required to be licensed by this Chapter shall provide emergency contact information to the Presque Isle Police Department on or by January 1

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Commented [GW2]: DECD Staff suggest proposed definition after receiving hospitality industry feedback to clarify what is considered an unresolved incident by future PIPD Chiefs.

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and July 1 of each year on forms provided by that department.

Upon receipt of initial application or upon renewal, the City's Code Enforcement Officer shall conduct an inspection for compliance with the City's adopted life safety codes.

The fee for a lodging establishment license shall be as specified in the Schedule of License, Permit and Application Fees established by City Council order.

Section 4 City Council as Licensing Board

A. The City Council shall act as the City's licensing board and shall have the authority to grant, deny, suspend or revoke any license in accordance with State law. In addition to the complying with requirements for licensure contained in State law, any licensee must comply with the following:

1. The licensee may utilize video recording equipment on the licensed premises. If video recording equipment is used, the licensee shall keep secured all security recordings preserved for at least one week for access by the Presque Isle Police Department. Such access by the Presque Isle Police Department shall be in accordance with applicable State of Maine and Federal law and the Hotel reserves the right to require a warrant for said access.
2. All employees of licensee shall use reasonable efforts to determine the identity of each guest in whose name a room is registered. For purposes of this Section, "reasonable efforts" means, with respect to a given goal, the efforts that a reasonable person in the position of the lodging establishment manager or employee would use so as to achieve that goal as expeditiously as possible.
3. All employees of licensee shall use reasonable efforts to report suspected illegal activities (for example, underage drinking, drug activity, terrorist activity, and prostitution/human trafficking activity) (for example, illegal substance abuse or sales, terrorist activity, and prostitution/ human trafficking) to the Police Department as soon as reasonably possible, but no later than when the reporting employee goes off duty, or no later than 8 hours after the activity is observed, whichever is earlier. Reports by employees may be made to a manager on duty, provided the report is made to the Police Department as soon as reasonably possible and not later than 8 hours after the reported activity is observed.
4. All employees of licensee shall use reasonable efforts to cooperate with the Police Department in its response to and/or investigation of any illegal activities suspected or alleged to have occurred on the licensed premises, including, without limitation, making the lodging establishment's security recordings and guest register available to the Police Department upon request. Such access by the Presque Isle Police Department shall be in accordance with applicable State of Maine and Federal law and the Hotel reserves the right to require a warrant for said access.
- 5.
6. A licensee's compliance with these requirements will be considered by the

Commented [GW3]: *PB Member D. Perry* Suggested amendment to address similar procedure for ensuring life safety codes of Marijuana Businesses.

Commented [GW4]: Simplified section per suggestion by Councilor Cyr

Deleted: shall maintain

Deleted: sufficient to capture the public areas of the licensed premises, to be monitored by employees.

Deleted: A

Deleted: shall be

Commented [GW5]: *Hospitality Industry* Suggested change to balance recordings if licensee desires to use the technology while allowing access of PIPD.

Commented [GW6]: *Hampton Inn Amendment:* This provision provides the Presque Isle Police Department the right to access any security recordings that the hotel has in its possession. This seems to us to be an infringement on the right to privacy which our guests have under established state and federal law. In most instances, immediate access by the Police Department would normally be accommodated, however, there could be events occur a which the hotel feels that the privacy of the guest(s) is of paramount importance, or the hotel could be placed in legal jeopardy by just handing over the recordings absent a warrant. We suggest that the provision include the following language.

Commented [GW7]: Simplified meaning with new definition for Employee under "Definitions"

Commented [GW8]: *Hampton Inn Amendment:* We suggest that the examples of illegal activities be limited in scope. Reporting underage drinking shouldn't be the hotel's responsibility-the drinking may be approved of and monitored by parents, the suspected underage guest may, in fact, be of legal drinking age or the guests that are underage and drinking moderately may not be disturbing other guests or involved in other, more serious, legal transgressions. Also, it is now legal to use marijuana in Maine, so the definition of drug activity should be clear. We suggest the following language be utilized in the parenthetical example portion of the provision

Commented [GW9]: Clarified Reports section to streamline reporting to the police by manager on duty. This takes care of argument of managers off duty.

Commented [GW10]: *Hampton Inn Amendment:* According to the American Hotel and Lodging Association, the Supreme Court decided in the case of *Patel v. City of Los Angeles* that hotels are not required to give law enforcement access to the guest register without a warrant. That ruling would suggest that a warrant should be required for access to video recordings, as well.

licensing board in future licensing decisions.

Section 5 Standards for denial, suspension or revocation

A. Generally applicable standards. In addition to any other specific provision of this chapter authorizing action, a license or permit may be denied, suspended or revoked upon a determination of the existence of one or more of the following grounds:

1. There has been a failure to fully complete the application forms or to pay any fee required hereunder; an incorrect statement of material fact has been made knowingly on such form; or there has been a knowing omission of material fact or additional documentation required or reasonably necessary to determine whether such license should be issued;
2. Failure to notify the City Council in writing of any change of material fact set forth in the license application;
3. Noncompliance of the licensed premises or its use with the City's Ordinances, including any land use ordinances, or the applicant/licensee has violated one of more provisions of this Chapter or other City ordinances, including, without limitation, the City's zoning life safety, and licensing ordinances;
4. Two or more unresolved incidents recorded by a governmental entity for a non-hotel lodging establishment and Five (5) or more unresolved incidents in the preceding year for hotels with forty (40) rooms or more. during the immediately preceding year of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing, visiting or employed by the licensed premises that have been found to be valid by the Police Chief;
5. Two or more unresolved incidents recorded by a governmental entity for a non-hotel lodging establishment and Five (5) or more unresolved incidents in the preceding year for hotels with forty (40) rooms or more. during the immediately preceding year where the licensee's business operations endangered the safety of persons in or on areas surrounding the place of business that have been found to be valid by the Police Chief;
6. The applicant's or licensee's real or personal property taxes, plus any and all accounts of the applicant or licensee, payable to the City, do not comply with C below of this Section;

B. The process for revoking or suspending a non-compliance licensed lodging

Deleted: <#>The applicant's or the licensee's business or professional conduct or the manner in which the licensee's business has been operated hereunder has been the source of one or more complaints recorded by a governmental entity during the immediately preceding year that have been found to be valid by the City Council and that were not satisfactorily resolved to their reasonable satisfaction and the complained of conduct or operations relates directly to the public health, safety or welfare;

Deleted: <#>¶

Commented [GW12]: DECD Staff: This subsection allows for the deletion of other subsections A3, A5

Deleted: <#>Conditions of record such as waste disposal violations, health or safety violations, or repeated parking or traffic violations, recorded by a governmental entity, on or in the vicinity of the licensed premises and caused by persons patronizing, visiting or employed by the licensed premises or other such conditions caused by persons patronizing, visiting or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner;

Deleted: <#>¶

Commented [GW14]: Hampton Inn Amendment: Section 5.4 and 5.5 describe the number of unresolved incidents which will trigger denial, suspension or revocation of a license. These paragraphs state that 'two or more unresolved incidents' may trigger action on the license. The proposed ordinance applies to lodging establishments that accommodate more than 20 persons, which could be a ...

Deleted: and that were not resolved to his/her reasonable satisfaction;

Commented [GW16]: Hampton Inn Amendment: Section 5.4 and 5.5 describe the number of unresolved incidents which will trigger denial, suspension or revocation of a ...

Commented [GW17]: DECD Staff Suggest deletion since a definition is in place for what is defined as unresolved incident

Deleted: and that were not resolved to his/her reasonable satisfaction

Commented [GW18]: City Council's proposed amendment to address all personal and property taxes need to be current with the City

Deleted: <#>The licensee has violated any provision of this Code in the course of the conduct of the activity or device for which the ...

Commented [GW19]: DECD Staff suggest removing these provisions as vague in nature. Work towards targeted approach to address drain on public resources and ...

Deleted: <#>The occurrence of any event subsequent to issuance of the license which event would have been a basis for denial of the license ...

Deleted: <#>¶

establishment shall be as follows:

1. When the City has identified a violation of Section 5.A, the City shall send a violation letter to the licensee outlining the violations
 2. The Licensee shall have ten (10) calendar days to submit a written plan of action to remedy the status of non-compliance with this ordinance.
 3. Failure to supply an appropriate plan of action deemed sufficient by City Staff shall result in a petition to the Council to schedule a suspension/revocation of license hearing at their next available Council meeting
 4. A ten (10) calendar day notice of the hearing shall be sent to the licensee to the address supplied on their license application with the date, time and location of the hearing
 5. The City Council will review evidence submitted by City staff and licensee to determine if licensee is in non-compliance of provisions of this ordinance and that efforts to remedy non-compliance have been offered by staff
 - i. If City staff submit sufficient evidence of violations by the licensee and records of attempt to remedy non-compliance with the licensee, the burden of proof shall shift to the licensee's representatives
 6. Upon hearing the evidence, the City Council may decide to suspend, revoke, or take no action on the pending case by the majority of City Councilors present at the hearing.
 - i. Order to suspend a license shall require the licensee to cease operations until a plan of action is implemented and found satisfactory for the City staff and Council
 - ii. In the case of an order to suspend or revoke of license, the City shall give the lodging establishment thirty (30) calendar day notice to cease operations
 - iii. Lodging establishments that continue to operate without a license shall be deemed to be in violation of this ordinance. For each room in operation will be considered a separate violation per day.
- C. Licenses shall be issued by the City Council provided that all of the applicant's real and personal property taxes, plus any and all other accounts of the applicant, payable to the City have been paid in full at the time such license or permit shall be issued; and provided, further, that all of the real and personal property taxes payable to the City on account of the premises for which said license or permit is requested have been paid in full at the time such license shall be issued. The requirement that all taxes and accounts be paid prior to issuance of a license may be:
1. Satisfied by the execution of an agreement (s)he may determine, provided that payment in full is made in or within twelve (12) months from the date of said agreement; or
 2. Waived in whole or in part by the City Council upon good cause shown and upon such terms and conditions as are agreeable to the applicant.
 3. Failure to abide by the terms and conditions under either subsection (1) or (2) above shall be sufficient cause for revocation of the license or modification of said terms and conditions, after notice and hearing, by the

City Council.

Section 6 Posting and Transferability of License

- A. The holder of a permit, license or other identifying badge or plate shall conspicuously post the same.
- B. Except as may otherwise be provided, no license shall be transferred. Upon the transfer of a business or occupation which is governed by this Chapter, the transferee shall make new application for a license.

Section 7 Renewal of License

For renewal applications acted on by the City Council, it will consider compliance from prior years, and based upon that review, may add conditions to any future license to correct, abate or limit past problems. The process for renewal applications shall be the same as initial application. All lodging establishment licenses shall be renewed by the City Council at their April General Meeting each year regardless of their original issuance date.

Section 8 Administration of Enforcement & Violations

- A. Administration of Enforcement: It shall be the duty of any designated official under the authority of the Presque Isle City manager to include, but not limited to the Chief of Police, the Code Enforcement Office, the City Health Officer or any other authorized designee to enforce the provisions of this section.
- B. Violations: In addition to any action that may be taken by the City manager or the City Council with respect to the suspension or revocation of a license, violation of this Chapter, or of any licensing provisions of the City governed by this Chapter, shall be a civil violation subject to a fine. Except as otherwise expressly provided herein, the fine for a violation of this Chapter shall be not less than one hundred dollars (\$100) nor more than one thousand dollars (\$1,000) for each offense. Each act of violation and every day that any such violation shall occur shall constitute a separate offense. In addition to the fines provided herein, the City may enjoin or abate any violation of this Chapter by appropriate action.

Section 9 Sunset Provision

This Ordinance shall be in force for the term of four (4) years from its effective date. This Ordinance shall become null and void upon the completion of four (4) years from said effective date, unless recommended and required by the City Council to remain effective prior to such expiration date.

PRESQUE ISLE CITY COUNCIL MEETING

For:

December 7, 2022

AGENDA ITEM # 16

SUBJECT

NEW BUSINESS: Schedule Public Hearing for Dangerous Buildings

INFORMATION

1) Memorandum

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to schedule a Public Hearing for February 1, 2023 to consider the declaration of dangerous buildings.



City of Presque Isle, Maine

From the desk of:
Penny Anderson
Email: panderson@presqueisleme.us

MEMORANDUM

TO:	Honorable City Council
CC:	Martin Puckett, City Manager; Galen Weibley, Director of Economic & Community Development Kim Finnemore, City Clerk Patty Jandreau, Executive Assistant
DATE:	November 30, 2022
RE:	Recommendations on Dangerous Buildings

The following structure(s) have code violations against them and are a safety hazard. Code Enforcements Recommendation is to have them declared dangerous buildings.

1. 1 Mechanic Street
2. 23 St. John Street
3. 257 Houlton Road

Suggested Motion: Mr. Chairman, I move that we schedule a “Notice of Hearing” for the above stated properties at our February 1, 2023 meeting.

PRESQUE ISLE CITY COUNCIL MEETING

For:

December 7, 2022

AGENDA ITEM # 17

SUBJECT

NEW BUSINESS: Rotary Project

INFORMATION

1) Memorandum

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to approve the Rotary Project.



City of Presque Isle, Maine

The Office of
City Manager

Martin Puckett

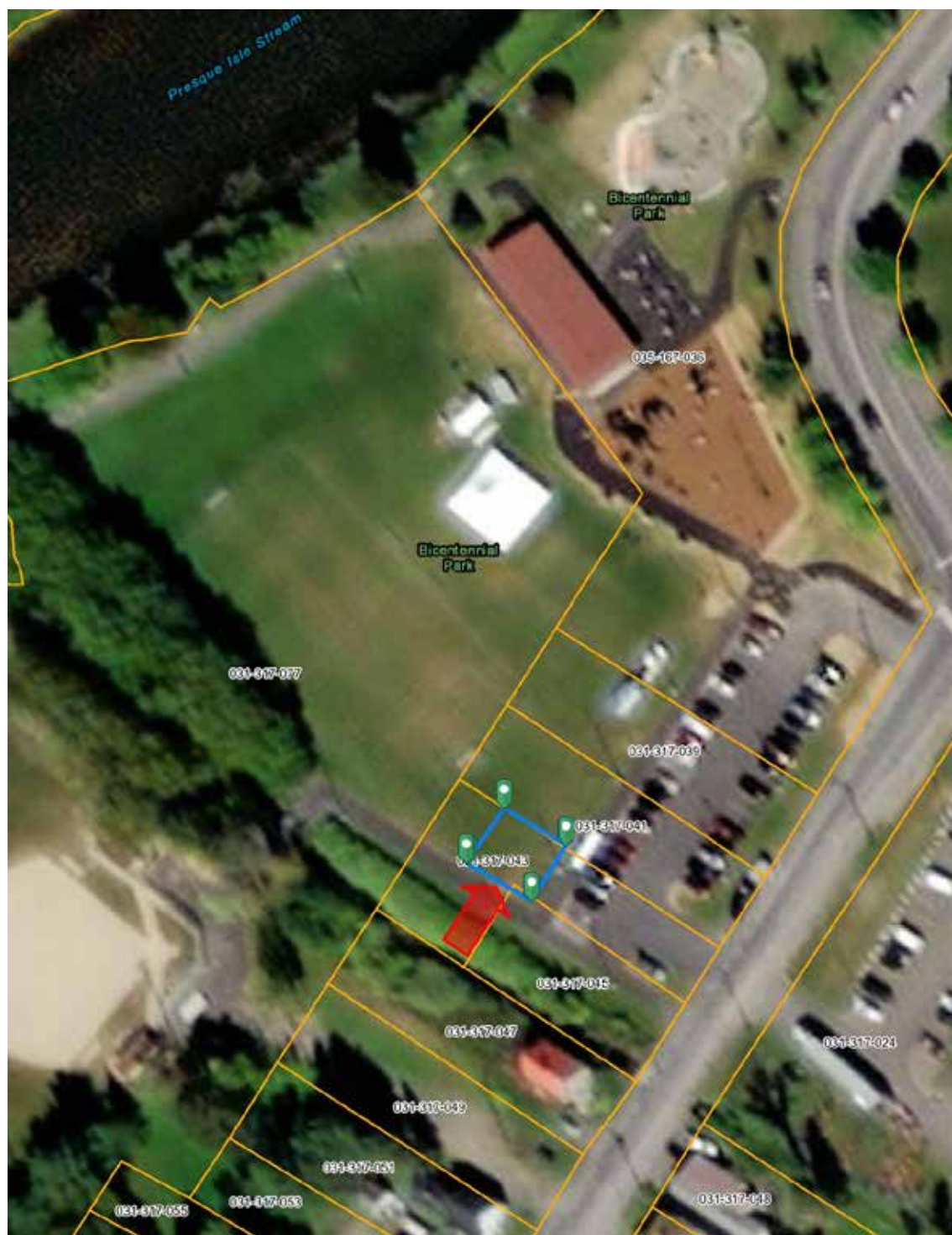
Email: mpuckett@presqueisleme.us

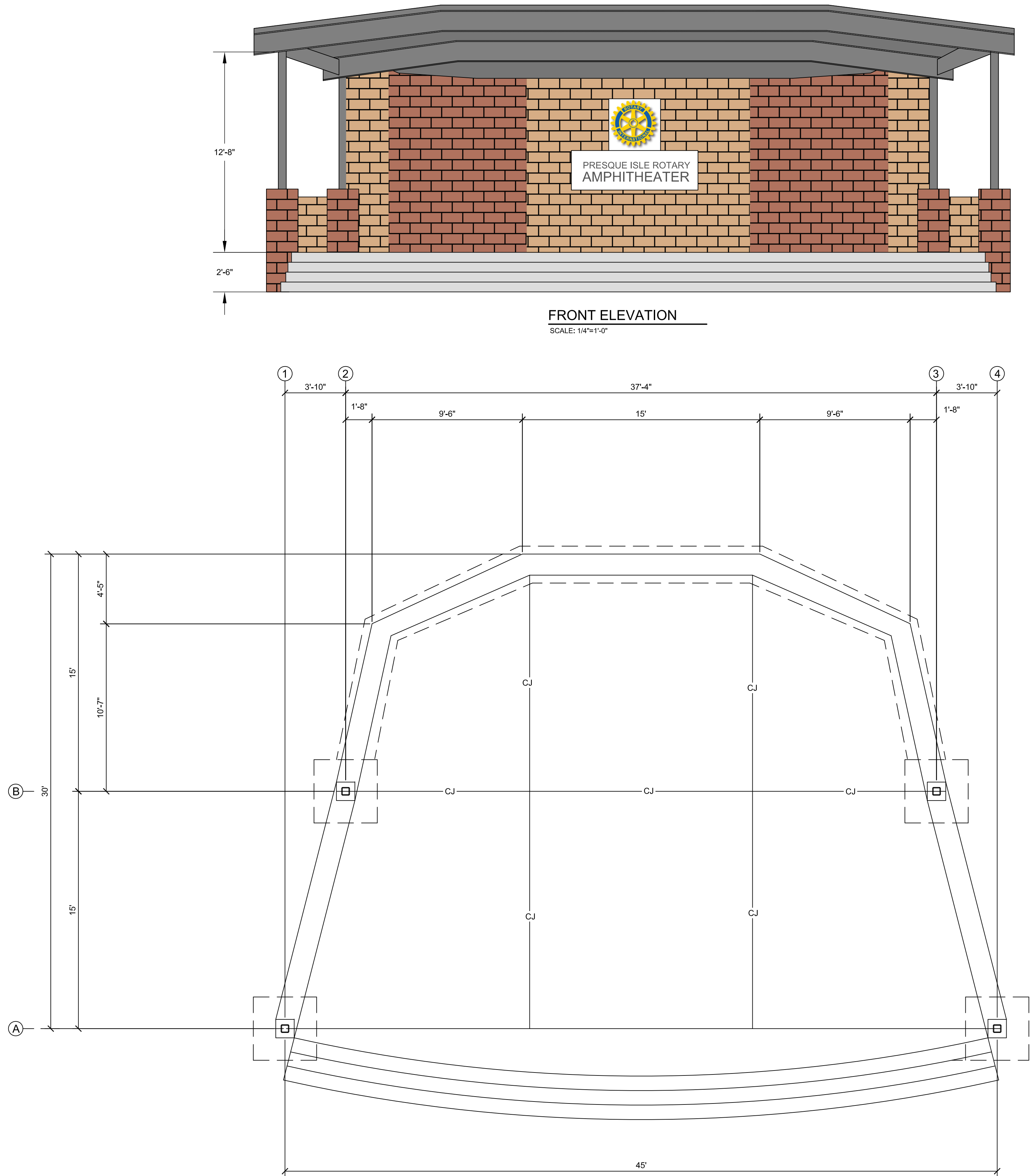
TO:	Honorable City Council
FROM:	Martin Puckett, City Manager
DATE:	December 1, 2022
RE:	Rotary Collaborative Project

Presque Isle Rotary is interested in doing a major project in conjunction with the City to celebrate the Club's 100th year anniversary. Presque Isle Rotary and the City have a long history of doing collaborative projects, most recent examples have been the Sargent Family Community Center and the Riverside Playground.

The Rotary Club would like to propose constructing an amphitheater at Bicentennial Park, off of Riverside Drive. The attached map is a potential location for the structure, marked with a red arrow and the line represent a 40' by 40' area. Also included is a conceptual plan of the structure. The structure would be similar in size to the Rotary amphitheater located in downtown Houlton, approximately 40' by 40'.

With the success of the concert series on Riverside, Rotary is interested in creating a permanent structure for the community to enjoy concerts, theatrical performances and other events. Rotary would do the fundraising for the project and work with the city for the design and location. Prior to undertaking the project, the Rotary Club would like to know if the City Council supports the project.





FRONT ELEVATION
SCALE: 1/4"=1'-0"

PLAN VIEW
SCALE: 1/4"=1'-0"

NO PORTION OF THIS PLAN MAY BE
IN ANY WAY REPRODUCED OR USED
FOR ANY PURPOSE OTHER THAN
THE SPECIFIC PROJECT INDICATED
HEREON WITHOUT THE WRITTEN
PERMISSION OF B.R. SMITH
ASSOCIATES, INC.

© 2022 B.R. SMITH ASSOCIATES, INC.

SHEET

A1.01

CLIENT: PRESQUE ISLE ROTARY CLUB
PRESQUE ISLE, MAINE
DESIGNED BY: MLP
DRAWN BY: MLP
CHECKED BY: KPW
APPROVED BY: TRR
BRS PROJECT: FIELDWORK, NA
FIELDWORK, NA
DATE: 11-28-22
SCALE: AS SHOWN

PLAN VIEW & ELEVATIONS

PROJECT: PRESQUE ISLE ROTARY AMPHITHEATER
RIVERSIDE DRIVE
PRESQUE ISLE, ME

ISSUED FOR CLIENT REVIEW

#	DATE	REVISIONS	DRAWN APPD.

STAMP OR SEAL

PRELIMINARY

CELEBRATING 35 YEARS OF BUSINESS

BRS
B.R. Smith Associates, Inc.
Surveying Engineering
Building Design

Corporate Office
11 Hall Street, Presque Isle, Maine 04769
Tel: 207-764-5861 Fax: 207-764-5816
Central Maine Office
30 Lower Detroit Road, Plymouth, Maine 04969
Tel: 207-764-5812 Fax: 207-764-5816

PRESQUE ISLE CITY COUNCIL ANNOUNCEMENTS

Wednesday, December 7, 2022

- We have the following vacancies for Boards/Committees; Zoning Board and Planning Board. Please see the City Clerk for an application or apply online.
- The next regularly scheduled meeting of the Presque Isle City Council will be on Wednesday, January 4, 2023, at 6:00 pm at the Sargent Family Community Center.