



P.O. Box 187, Oakland, Maine 04963 • Ph. 207-465-7357 • Fax 207-465-9118

OAKLAND TOWN COUNCIL AGENDA

May 22, 2024

6:00 pm

Fire Station – Atlantic Room

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. To consider approving the minutes from Town Meeting on May 7 and Council Meeting minutes from May 8, 2024, and signing the weekly payables warrant.
- V. Business Agenda:
 1. Order 75-2024-Pressey House B & B Liquor License and Special Amusement Permit
 2. Order 76-2024- Bids for 2024-25 Equipment & Vehicles
 3. Order 77-2024 –2024-2025- Paving Bids
 4. Order 78-2024 – Sign Audit Commitment Letter (Chair Only)
- VI. Executive Session: Personnel Matters, 1 MRSA § 405(6)(a)
- VII. Executive Session: Acquisition of Real Property or Economic Development, 1 MRSA § 405(6)(c)

Other Business: (If Necessary)

Adjournment

Upcoming Meetings:

5/16/2024 – Transfer Station Committee - 4:30 p.m. Police Station

5/27/2024 – Memorial Day Parade - NOON

5/30/2024 – TIF Committee 3pm – Police Station

6/11/2024 – State Primary & School Budget Voting – Oakland Fire Station 7am-8pm

6/12/2024 – Council Meeting 6pm

6/17/2024 – Memorial Hall Committee Meeting 4:00pm

6/26/2024- Council Meeting 6pm

**TOWN OF OAKLAND
WARRANT FOR ANNUAL TOWN MEETING
TUESDAY, MAY 7, 2024**

To: Rick Stubbert, a resident of the Town of Oakland in the County of Kennebec and State of Maine.

Greetings: In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Oakland, qualified by law to vote in Town affairs to assemble at the **MESSALONSKEE HIGH SCHOOL PERFORMING ARTS CENTER, OAKLAND, MAINE** on Tuesday, May 7, 2024, at 6:00 p.m., to act on Articles 1 -24 all said articles set out below to wit:

ARTICLE 1. To choose a Moderator to preside at said meeting.

Voted by secret ballot electing Philip Curtis as Moderator for said meeting.

ARTICLE 2. To see if the Town will vote to authorize the Town Council to pay any and all overdrafts from the 2023-2024 fiscal year that exceed the \$10,001 limit authorized by Section 303 in the Oakland Town Charter.

Council Recommendation: 5-0

Budget and Advisory Committee Recommendation: 11-0

Moved by Michael Perkins seconded by Dana Wrigley and voted in favor of Article 2 as printed.

ARTICLE 3. To see if the Town will vote to fix dates upon which 2024-2025 taxes shall become payable and to charge interest on same.

Recommendation: Taxes shall be payable in full, or installments, due on August 15, 2024, October 17, 2024, January 09, 2025, and March 13, 2025. Taxes not paid in full on or before due dates shall be charged interest at a rate of 8% per annum. A tax bill of less than \$100.00 shall be payable in full on August 15, 2024 with interest to accrue at a rate of 8% per annum on those taxes unpaid after said date. Any tax refunds granted will have interest computed at the same rate as it originally accrued and was approved at the appropriate Annual Town Meeting.

Council Recommendation: 5-0

Budget and Advisory Committee Recommendation: 11-0

Moved by Michael Perkins seconded by Dana Wrigley and voted in favor of Article 3 as printed.

ARTICLE 4. To see if the Town will vote to raise and appropriate for General Government as follows:

	Last Year	This Year
Administration	\$ 662,319	\$ 710,411
General Assistance	15,000	20,000
Assessor	190,992	197,896
Insurance	21,192	22,464
Total	\$ 889,503	\$ 950,771
From Tree Growth Revenue	\$ (20,000)	\$ (20,000)
Tax Increment Financing Revenue	(36,790)	(36,790)
General Assistance Reim.	(10,500)	(14,000)
Transfer from Fund Equity	\$ (40,094)	\$ (75,000)
Moved by Michael Perkins To be raised by Taxation	\$ 782,119	\$ 804,981

Council Recommendation: 5-0

Budget and Advisory Committee Recommendation: 11-0

Moved by Michael Perkins seconded by Dana Wrigley and voted in favor of Article 4 as printed.

ARTICLE 5. To see if the Town will vote to raise and appropriate for Debt Service and Contingency as follows:

	Last Year	This Year
Debt Service	\$ 208,420	\$ 207,010
Contingency	<u>7,500</u>	<u>24,000</u>
	215,920	231,010
To be raised by Taxation	\$ 215,920	\$ 231,010

Council Recommendation: 5-0

Budget and Advisory Committee Recommendation: 11-0

Moved by Michael Perkins seconded by Dana Wrigley and voted in favor of Article 5 as printed.

ARTICLE 6. To see if the Town will vote to raise and appropriate for Public Library as follows:

	Last Year	This Year
Public Library	\$ 256,251	\$ 246,444
From Library Trust Fund Income	\$ (50)	\$ (50)
From Clarissa Greenough Trust Fund Income	(300)	(300)
Transfer from Fund Equity	(102,729)	(67,746)
To be raised by Taxation	\$ 153,172	\$ 178,348

Council Recommendation: 5-0

Budget and Advisory Committee Recommendation: 11-0

Moved by Michael Perkins seconded by Dana Wrigley and voted in favor of Article 6 as printed.

ARTICLE 7. To see if the Town will vote to raise and appropriate for Recreation as follows:

	Last Year	This Year
Recreation	\$ 237,045	\$ 262,489
Recreation Revenue	(17,000)	(17,000)
Transfer from Fund Equity	(13,029.00)	(38,473)
To be raised by Taxation	\$ 207,016	\$ 207,016

Council Recommendation: 5-0

Budget and Advisory Committee Recommendation: 11-0

It was moved by Michael Perkins seconded by Dana Wrigley and voted in favor Article 7 as printed.

ARTICLE 8. To see if the Town will vote to raise and appropriate for Fire and Rescue as follows:

	Last Year	This Year
Fire Department	\$ 808,250	\$ 822,331
Rescue	<u>69,670</u>	<u>69,670</u>
Total	\$ 877,920	\$ 892,001
Transfer from Fund Equity	\$ (9,520)	\$ (23,601)
To be raised by Taxation	\$ 868,400	\$ 868,400

Council Recommendation: 4-0-1

Budget and Advisory Committee Recommendation: 11-0

Moved by Michael Perkins seconded by Dana Wrigley and voted in favor of Article 8 as printed.

ARTICLE 9. To see if the Town will vote to raise and appropriate for Police Department as follows:

	Last Year	This Year
Police Department	\$ 1,104,386	\$ 1,221,877
School Resource Officers	290,814	336,781
Special Details	10,000	7,000
Total	\$ 1,405,200	\$ 1,565,658
School Resource Officer Reimbursement	\$ (243,675)	\$ (280,008)
Police Department Special Details	(5,000)	(7,000)
Transfer from Fund Equity	(250,000)	(318,432)
To be raised by Taxation	\$ 906,525	\$ 960,218

Council Recommendation: 5-0

Budget and Advisory Committee Recommendation: 11-0

Moved by Michael Perkins seconded by Dana Wrigley and voted in favor of Article 9 as printed.

ARTICLE 10. To see if the Town will vote to raise and appropriate for Protection Services as follows:

	Last Year	This Year
Public Safety Services	\$ 492,649	\$ 585,966
Code Enforcement Services	125,663	129,495
Total	\$ 618,312	\$ 715,461
Tax Increment Financing Revenue	\$ (8,149)	\$ (15,000)
Transfer from Fund Equity	(122,919)	(100,000)
To be raised by Taxation	\$ 487,244	\$ 600,461

Council Recommendation: 5-0

Budget and Advisory Committee Recommendation: 11-0

Moved by Michael Perkins seconded by Dana Wrigley and voted in favor of Article 10 as printed.

ARTICLE 11. To see if the Town will vote to raise and appropriate for Animal Control as follows:

	Last Year	This Year
Animal Control	\$ 20,000	\$ 15,000
From Dog License Fees	(5,000)	(5,800)
To be raised by Taxation	\$ 15,000	\$ 9,200

Council Recommendation: 5-0

Budget and Advisory Committee Recommendation: 11-0

Moved by Michael Perkins seconded by Dana Wrigley and voted in favor of Article 11 as printed.

ARTICLE 12. To see if the Town will vote to raise and appropriate for the Transfer Station and Recycling Services as follows:

	Last Year	This Year
Transfer Station & Recycling Services	\$ 579,748	\$ 607,285
Transfer from Fund Equity	(16,926)	(44,463)
Commercial Tipping Fees	\$ (2,000)	\$ (2,000)
Transfer Station Revenue	(80,000)	(80,000)
Recycling Revenues	(22,500)	(22,500)
To be raised by Taxation	\$ 458,322	\$ 458,322

Council Recommendation: 5-0

Budget and Advisory Committee Recommendation: 11-0

Moved by Michael Perkins seconded by Dana Wrigley and voted in favor of Article 12 as printed.

ARTICLE 13. To see if the Town will vote to raise and appropriate for Public Works and Road Improvements as follows:

	Last Year	This Year
Public Works	\$ 1,068,880	\$ 1,159,449
<u>Town Road Improvements</u>	<u>393,042</u>	<u>375,000</u>
Total	\$ 1,461,922	\$ 1,534,449
Excise Tax	\$ (1,300,000)	\$ (1,390,000)
LRAP Funds	(43,000)	(45,000)
Transfer from Fund Equity	\$ (36,322)	\$ (26,568)
Tax Increment Financing Revenue	\$ (22,867)	\$ (13,148)
To be raised by Taxation	\$ 59,733	\$ 59,733

Council Recommendation: 5-0

Budget and Advisory Committee Recommendation: 11-0

Moved by Michael Perkins seconded by Dana Wrigley and voted in favor of Article 13 as read.

ARTICLE 14. To see if the Town will vote to raise and appropriate for Property Maintenance as follows:

	Last Year	This Year
Town Property Maintenance	\$ 431,030	\$ 497,737
Transfer from Fund Equity	\$ (108,461)	(175,168)
To be raised by Taxation	\$ 322,569	\$ 322,569

Council Recommendation: 5-0

Budget and Advisory Committee Recommendation: 11-0

Moved by Michael Perkins seconded by Dana Wrigley and voted in favor of Article 14 as printed.

ARTICLE 15. To see if the Town will vote to raise and appropriate for Capital Improvements as follows:

	Last Year	This Year
Fire Truck	\$ 100,000	\$ 197,317
Assessing Revaluation	\$ 100,000	\$ 94,400
Police HK VP9 9mm Cabilber	\$ -	\$ 15,000
Lease Purchase (5 vehicles, 3 shields, 11 rifles)	\$ -	\$ 60,000
Prop Maintenance Pick -up Truck	\$ 50,000	\$ -
Prop. Mainenance Z-turn Mower	\$ -	\$ 9,000
Transfer Station Loader	\$ 75,000	\$ 25,000
Transfer Station Scale	\$ 10,000	\$ 10,000
Police Cruiser	\$ 35,000	\$ -
Memorial Hall	\$ -	\$ 10,000
Total	\$ 370,000	\$ 420,717
Transfer From Capital Improvement Resv.	\$ (12,500)	\$ (175,000)
Transfer From Fund Equity	(200,000)	(155,717)
Excise Tax	(50,000)	-
To be raised from Taxation	\$107,500	\$ 90,000

Council Recommendation: 5-0

Budget and Advisory Committee Recommendation: 7-4

Moved by Michael Perkins seconded by Dana Wrigley and voted in favor of Article 15 as printed.

ARTICLE 16. To see if the Town will vote to raise and appropriate for Community Service Organization requests as follows:

	Last Year	This Year
Hospice Volunteers of Waterville Area	500.00	500.00
Community Health & Counseling	500.00	500.00
Kennebec Behavioral Health	1,000.00	0.00
KVCAP Transportation	1,000.00	0.00
Mid Maine Homeless Shelter	1,500.00	3,000.00
Sexual Assault Crisis & Support	1,500.00	2,181.00
Spectrum Generations	1,500.00	0.00
Total	\$ 7,500	\$ 6,181
To be raised from Taxation	\$ 7,500	\$ 6,181

Council Recommendation: 4-1

Budget and Advisory Committee Recommendation: 6-5

Moved by Michael Perkins seconded by Dana Wrigley and voted in favor of Article 16 as printed.

ARTICLE 17. To see if the Town will vote to raise and appropriate for the following Miscellaneous requests:

	Last Year	This Year
KVCOG	9,209	9,640
Oakland Historical Society	2,000	2,500
Snow Pond Senior Center	1,500	1,500
Memorial Day	500	500
Maine Municipal Association	7,300	7,500
Mid Me Chamber of Commerce	875	899
Snowmobile Club	2,500	2,500
Central Maine Growth Council	24,523	24,523
Total	\$ 48,407	\$ 49,562
Transfer From Snowmobile		
Registration Fees	\$ (2,500)	\$ (2,500)
Tax Increment Financing Revenue	(32,194)	(35,062)
To be raised from Taxation	\$ 13,713	\$ 12,000

Council Recommendation: 5-0

Budget and Advisory Committee Recommendation: 11-0

Moved by Michael Perkins seconded by Dana Wrigley and voted in favor of Article 17 as printed.

ARTICLE 18. To see if the Town will vote to raise and appropriate for the following Conservation Organization requests as follows:

	Last Year Approved Amount	This Year Council Recommends
7 Lakes Alliance - Youth Con. Corps	\$ 5,000	\$ 5,000
East Pond Association	2,500	3,500
Messalonskee/Snow Pond Lake Assoc.	10,000	11,000
McGrath Pond/Salmon Lake Assoc.	2,600	3,300
Belgrade Dams Committee	\$ 20,830	\$ 14,470
Total	\$ 40,930	\$ 37,270
To be raised from Taxation	\$ 40,930	\$ 37,270

Council Recommendation: 5-0

Budget and Advisory Committee Recommendation: 10-1

Moved by Michael Perkins seconded by Dana Wrigley in favor of Article 18. It was moved by Craig Sturtevant to amend Article 18, decreasing total amount of article by \$1,015 (decreasing 7 Lakes Alliance by \$715 & McGrath Pond/Salmon Lake by \$300) Motion seconded by George Bailey. Voted as amended failed. Voted then on the original motion approving Article 18 as printed.

ARTICLE 19. To see if the Town will vote to apply estimated General Fund Revenues in the amount of \$1,252,817 towards appropriations to reduce taxation. (Last year - \$1,539,900)

Council Recommendation: 5-0

Budget and Advisory Committee Recommendation: 11-0

Moved by Michael Perkins seconded by Dana Wrigley and voted in favor of Article 19 as printed.

ARTICLE 20. To see if the Town will vote to authorize the Town Council to sell or dispose of any real estate acquired by the Town for nonpayment of taxes. Except that the Municipal Officers shall use the special sale process required by 36 M.R.S. § 943-C for qualifying homestead property if they choose to sell it to anyone other than the former owner(s).

Council Recommendation: 5-0

Budget and Advisory Committee Recommendation: 11-0

Moved by Michael Perkins seconded by Dana Wrigley and voted in favor of Article 20 as printed.

ARTICLE 21. To see if the Town will vote to authorize the Town Council to accept any and all donations, gifts, reserves or grants and to expend such monies for the purposes stated.

Council Recommendation: 5-0

Budget and Advisory Committee Recommendation: 11-0

Moved by Michael Perkins seconded by Dana Wrigley and voted in favor of Article 21 as printed.

ARTICLE 22. Shall the Town of Oakland vote to approve a Community Development program and a possible Community Development Block Grant application and to submit same to the Department of Economic and Community Development? If said program is approved, to authorize the municipal officers to accept said grant funds, to make such assurances, further assume such responsibilities, and exercise such authority as are necessary and reasonable to implement such program.

Council Recommendation: 5-0

Budget and Advisory Committee Recommendation: 11-0

Moved by Michael Perkins seconded by Dana Wrigley and voted in favor of Article 22 as printed.

ARTICLE 23. To see if the Town will vote to authorize the Tax Collector and Treasurer to accept prepayment of taxes not yet committed pursuant to 36 M.R.S. Sec 506, with no payment of interest by the town.

Council Recommendation: 5-0

Budget and Advisory Committee Recommendation: 11-0

Moved by Michael Perkins seconded by Dana Wrigley and voted in favor of Article 23 as printed.

ARTICLE 24. To authorize the use of reserve funds to cover the 25% needed for the the Messalonskee boat launch project (Not to exceed \$100,000). The State grant will pay 75% of the project.

Council Recommendation: 5-0

Budget and Advisory Committee Recommendation: 11-0

Moved by Michael Perkins seconded by Dana Wrigley and voted in favor of Article 24 as printed.

The Annual Town Meeting adjourned at 8:00 pm.

Attest:

Janice E. Porter
Town Clerk

TOWN COUNCIL MINUTES

May 8, 2024

- I. Call to order
The meeting was called to order at 6:00 pm.
- II. Pledge of Allegiance
- III. Town Council members present:
- | | | |
|---------------|----------------|--------------|
| Dana Wrigley | Robert Nutting | David Groder |
| Donald Borman | | |
- Others present: Kelly Pinney-Michaud, Town Manager Janice Porter, Town Clerk
Kathy Paradis, Deputy Town Clerk Abby Marshall, IT
Michelle Fontaine Chief Rick Stubbert
Janet Lund Jon Cox
Sheila Rogers, Library Director Ray Gruber
- IV. Moved by Robert Nutting seconded by Donald Borman and voted 4-0 to approve the minutes from the April 24, 2024, meeting, and signing the weekly payables warrant.
- V. Business Agenda:
- Order 70-2024 -Appointment to Appeals Board – Ray Gruber
Moved by Robert Nutting seconded by Donald Borman and voted 4-0 to approve the appointment of Ray Gruber to fill the vacancy on the Board of Appeals, with term to expiring in June of 2026.
 - Order 71-2024 – Library - Summer Update -Director Sheila Thorne Rogers
Library Director, Sheila Thorne Rogers, presented/discussed her recent Report. Sheila reported that the work has been completed by AJ Cain and his crew, thus the Children’s Library has reopened. All employees at the Library are busy with their specific tasks from organizing the computer rooms and scheduling local children’s book authors. They have applied for four (4) grants in hopes of adding items/programs for the library. Councilors urged Sheila to continue with this monthly information.
 - Order 72-2024 – Yellow Flag Law Update – Chief Stubbert
Chief Stubbert was available to discuss the “Yellow Flag Law” that has become in effect recently. The Chief explained that a situation did arise in town, which required one of our officers to stay with the individual. The Chief stated that the purpose of the new law is to give officers the ability to take weapons from those individuals that are in crisis/suicidal. The town might see an increase in overtime hours for the department when covering such events.
Also, Chief Stubbert stated that the department has applied for a \$50,000 grant that would provide twelve (12) body cameras for the officers. The Chief will keep us informed on the grant application.
 - Order 73-2024 - Memorial Day Parade 5/27/2024
The American Legion has invited Councilors to sit at the viewing station for the Memorial Day Parade
 - Order 74-2024 - Summer Schedule/Vacation
The Town Manager will be on vacation July 8th through the 12th and August 12th through the 16th.
Summer council meetings will be held on July 17th and August 21st.

Other Business: (If Necessary)

1. Councilors questioned the need for the special email accounts that they were given recently. As the email accounts are not being used. Kelly will review.
2. The Manager will not be available for the May 13th Memorial Hall Committee meeting and asked if any of the Council members were available/interested in attending on her behalf.

Adjournment – Moved by David Groder seconded by Donald Borman and voted 4-0 to adjourn at 6:30 pm.

Upcoming Meetings:

5/22/2024 – Council Meeting 6pm Fire Station

5/27/2024 – Memorial Day Parade - NOON

5/30/2024 – TIF Committee 3pm – Police Station

6/11/2024 – State Primary & School Budget Voting – Oakland Fire Station 7am-8pm

6/12/2024 – Council Meeting 6pm