



## Presque Isle City Council Meeting

April 5th, 2023  
6:00 p.m.  
Council Chamber

### Executive Session @ 5:00 p.m.

All Councilors present.

**BE IT RESOLVED** by Chairman J. Shaw seconded by Deputy Chairman K. Freeman to enter into executive session at 5:00 p.m. pursuant to 1 M.R.S.A. § 405(6)(C) to discuss real estate matter.

**Vote: 7-0**

Out of executive session at 5:11 p.m.

**BE IT RESOLVED** by Councilor C. Green seconded by Councilor M. Chasse to offer 4 State Rd to abutter for city assessed value and the cost of legal fees.

**Vote: 7-0**

**BE IT RESOLVED** by Chairman J. Shaw seconded by Councilor M. Chasse to enter into executive session at 5:12 p.m. pursuant to 1 M.R.S.A. § 405(6)(C) to discuss real estate matter.

**Vote: 7-0**

Out of executive session at 5:24 p.m.

**BE IT RESOLVED** by Councilor M. Chasse seconded by Councilor C. Green to table.

**Vote: 7-0**

**BE IT RESOLVED** by Chairman J. Shaw seconded by Deputy Chairman K. Freeman to enter into executive session at 5:24 p.m. pursuant to 1 M.R.S.A. § 405(6)(C) to discuss real estate matter.

**Vote: 7-0**

Out of executive session at 5:32 p.m.

**BE IT RESOLVED** by Deputy Chairman K. Freeman seconded by Councilor M. Chasse to proceed with acquiring land from MDOT on Carmichael St. for development and recreational purposes.

**Vote:7-0**

**BE IT RESOLVED** by Chairman J. Shaw seconded by Deputy Chairman K. Freeman to enter into executive session at 5:32 p.m. pursuant to 1 M.R.S.A. § 405(6)(C) to discuss tabled real estate matter.

**Vote: 7-0**

Out of executive session at 5:49 p.m.

**BE IT RESOLVED** by Deputy Chairman K. Freeman seconded by Councilor M. Chasse to have realtor Chuck Johnston list and entertain offers for .39 acres of city owned property on Rice St.

**Vote 6-0-1**

**Abstaining Councilor D. Cyr**

### **Call to Order - Roll Call**

Present: Chairman J. Shaw, Deputy Chairman K. Freeman, Councilors C. Green, M. Chasse, G. Nelson, J. Willette and Councilor D. Cyr.  
City Manager Martin Puckett and City Clerk Kimberly Finnemore were also present.

### **Pledge of Allegiance**

### **Recognitions**

Chief Darrell White presented Winston Reed, paramedic, Mickel Morrow, advanced EMT, Jonathan Stokely, advanced EMT and Samuel Littrell, EMT with a stork pin from the Maine EMS and the Maine EMS for children program. The stork pin is usually given to someone that helps with the delivery of a baby. This is a tradition in the EMS world and is typically given by the EMS provider.

Kim Smith presented Presque Isle's Achievement plaque that said "We were recognized for our age friendly leadership achievements and continuing commitment."

### **Public Hearing**

1. Approval for a renewal application for marijuana license for Bonnie Devino McGinley, dba Royal Leaf Apothecary with location of 415 Main St.

Chairman J. Shaw opened the public hearing at 6:05 p.m.

There were no citizens comments.

Chairman J. Shaw closed the public hearing at 6:07 p.m.

2. Approval for a renewal application for marijuana license for Steve Rusnack dba Full Bloom management LLC with location of 483 Main St.

Chairman J. Shaw opened the public hearing at 6:05 p.m.

There were no citizens comments.

Chairman J. Shaw closed the public hearing at 6:07 p.m.

City Manager M. Puckett brought to the Council's attention that the forms have changed slightly due to being online applications. City Manager M. Puckett recommending approval for both Royal Leaf Apothecary and Full Bloom management LLC.

**BE IT RESOLVED** by Deputy Chairman K. Freeman seconded by Councilor J. Willette to approve a renewal application to Bonnie Devino McGinley, dba Royal Leaf Apothecary with a location of 415 Main St. and too Steve Rusnack , dba Full Bloom management LLC. with a location of 483 Main St.

**Vote:7-0**

3. Approval of lodging establishment license for the Northeeastland Hotel with a location of 436 Main St.

Chairman J. Shaw opened the public hearing at 6:07 p.m.

City Manager M. Puckett recommended approval.

Chairman J. Shaw asked City Clerk K. Finnemore for email for anyone wanting to make a comment on future public hearings. [kfinnemore@presqueisleme.us](mailto:kfinnemore@presqueisleme.us)

There were no citizens comments.

Chairman J. Shaw closed the public hearing at 6:08 p.m.

**BE IT RESOLVED** by Councilor J. Willette seconded by Councilor M. Chasse to approve a lodging establishment license to Ignite PI for The Northeastland Hotel with a location of 436 Main St.

**Vote: 7-0**

4. Approval of lodging establishment license for Roger Soucy dba Clark's Lodge with a location of 22 Pleasant St.

Chairman J. Shaw opened the public hearing at 6:09 p.m.

City Manager M. Puckett said staff recommends a conditional lodging establishment license, with code violations that need to be corrected by the end of May, 2023.

There were no citizens comments.

Chairman J. Shaw closed the public hearing at 6:09 p.m.

**BE IT RESOLVED** by Councilor J. Willette seconded by Councilor C. Green to approve a conditional lodging establishment license to Roger Soucy dba Clark's Lodge with a location of 22 Pleasant St. Code violations need to be corrected by the end of May, 2023.

**Vote: 7-0**

5. Approval of lodging establishment license for Fernand Martin dba Martin's Manor Rentals LLC. (5 properties)

Chairman J. Shaw opened the public hearing at 6:10 p.m.

City Manager M. Puckett said staff recommends a condition lodging establishment license, with code violations that need to be corrected by the end of May, 2023.

There were no citizens comments.

Chairman J. Shaw closed the public hearing at 6:10 p.m.

**BE IT RESOLVED** by Councilor J. Willette seconded by Deputy Chairman K. Freeman to approve a conditional lodging establishment license to Fernand Martin dba Martin's Manor Rentals LLC. with a location of 227 State Street, 5 Exchange Street, 42 Winter Street, 72 Houlton Road and 240 State Street. Code violations need to be corrected by the end of May, 2023 for each establishment.

**Vote: 6-0-1**

**Councilor C. Green abstained**

6. Approval of lodging establishment license for BLD Hospitality LLC dba Hampton Inn Presque Isle with a location of 768 Main Street.

Chairman J. Shaw opened the public hearing at 6:11 p.m.

City Manager M. Puckett recommended approval.

There were no citizens comments.

Chairman J. Shaw closed the public hearing at 6:12 p.m.

**BE IT RESOLVED** by Deputy Chairman K. Freeman seconded Councilor G. Nelson to approve a lodging establishment license to BLS Hospitality LLC dba Hampton Inn Presque Isle with a location of 768 Main Street.

**Vote: 7-0**

7. Approve Presque Isle development fund façade loan for Chris Morton dba KHM Music with a location of 412 Main Street.

Chairman J. Shaw opened the public hearing at 6:13 p.m.

City Manager M. Puckett stated that this has been reviewed by the PIDF Board last month and approved a façade loan in the amount of \$25,000.00 (twenty-five thousand dollars).

There were no citizens comments.

Chairman J. Shaw closed the public hearing at 6:14 p.m.

**BE IT RESOLVED** by Councilor M. Chasse seconded by Councilor C. Green to approve a Presque Isle development fund façade loan to Chris Morton dba KHM Music with a location of 412 Main Street.

**Vote: 7-0**

8. Approval to authorize the creation of a Land Bank.

Chairman J. Shaw opened the public hearing at 6:15 p.m.

City Manager M. Puckett let the Council know of the steps that has to be done by state law to establish the Land Bank. We all so need two Councilor for the committee. Councilor C. Green and Deputy Chairman K. Freeman volunteered for the Land Bank committee. The First step is the following order.

**ORDER ESTABLISHING THE PRESQUE ISLE MUNICIPAL LAND BANK  
AUTHORITY COMMISSION**

WHEREAS, it has been found that insanitary and unsafe inhabited dwelling accommodations or blighted areas exist in the municipality of Presque Isle; and  
WHEREAS, it has been found that there is a shortage of safe or sanitary dwelling accommodations in the municipality of Presque Isle available to persons of low income at rental or prices that they can afford;

WHEREAS, the need for an authority to function in the municipality has been declared and the Municipal Land Bank Authority has been created;

WHEREAS, seven commissioners shall be appointed to the Presque Isle Municipal Land Bank Authority consisting of the five residents of Presque Isle with staggered five (5) year terms, and ex officio members as determined by the City Manager;

WHEREAS, the Commissioners shall oversee the Municipal Land Bank Authority and in addition:

1. Monitor the operations and budget of the licensing, inspection and enforcement program and make its findings public in an annual report to the City Council by June 30 each year; and
2. Purchase, acquire, hold, and dispose of real property through the Land Bank; and
3. Make recommendations to the City Council regarding dangerous buildings and other abandoned properties; and
4. Make recommendations to the City Council regarding property remediation; and
5. Develop and monitor financial programs to incentivize residential development and revitalization; and
6. Encourage private enterprise; and

WHEREAS, any person who resides within the authority's boundaries, and who is otherwise eligible for appointment, may be appointed as a commissioner of the authority and the commissioners who are appointed serve as commissioners for terms of 5 years, except that all vacancies must be filled for the unexpired terms.

NOW BE IT ORDERED, the City of Presque Isle hereby create a Municipal Land Bank Authority with commissioners and bylaws to be appointed and adopted at a future date:

There were no citizens comments.

Chairman J. Shaw closed the public hearing at 6:16 p.m.

**BE IT RESOLVED** by Councilor C. Green seconded by Councilor J. Willette to establish a City of Presque Isle Land Bank Authority.

**Vote: 7-0**

9. Approval to Amend Chapter 16 land use and code development ordinance.

Chairman J. Shaw opened the public hearing at 6:17 p.m.

City Manager spoke of the proposed amendments to Chapter 16 land use and code development ordinance.

Proposed Amendments by Council

- Document Page 62 or Article 1 Page 47 Land Use Table amendment by Councilor Shaw. This amendment permits by use the non-commercial keeping of livestock in the residential areas. This would be administered by the Code Office internally with no public hearing or notification of abutters. Application for grandfathered status will require a building permit for the chicken coop or hutch (most likely \$25).
- Doc. Page 107 or Article 2 Page 41 Cyr Amendment on Stormwater & Erosion/Sediment Control. The proposed amendment will remove the salt requirements for new developments to be included on their site plans.
- Doc. Page 112 or Article 2 Page 46 Cyr Amendment on Solid & Hazardous Waste Mgt Section. Removes standards for recycling container to be voluntary in nature on site plans.
- Doc. P 120-121 or Article 2 Pages 54-55 Land Use Standards for Non-Commercial keeping of Livestock added provision for landlord permission requirement into the standards by Councilor Green comments.

Summary of revisions to the ordinance are as follows:

- Reorders the various chapters of the Land Use Code to “Articles”
- Permits Mobile homes in the URZ & AHZ and Special Exception in SRZ
- Combines former Chapters 2 (standards) & 3 (Site Plan Review) into Article 2
- Develops clear triggers of development that will be final approval by the Planning Board or internally with the PIDECD Staff
- Establishes a clear process of Preliminary Approval by the PI Development Review Staff and final approval schedule for the Planning Board. This increases the communication between departments and outside agencies that are impacted by development. The Planning Board will meet twice a month to help expedite approval of site plans which is a much-needed tool by developers given the unpredictable nature of when winter will approach.
- Establishes new standards for development to address, stormwater, solid waste and waste water management, light control, screening and buffering, land use standards
- Creates live links that aid developers in navigating the various cited sections and creates a table of contents that will automatically update as future changes are made to the document.
- New amendment to comply with Maine’s Right to Food Constitutional Amendment that will allow Non-Commercial Keeping of Livestock in all zones

Carolyn Lyford at 30 Braden Street spoke to council about her bad experience last summer with neighbor having chickens. Carolyn thanked Rick Currier for informing everyone at the last meeting about pro’s and con’s to not having an ordinance. Carolyn feels the \$250 fee would eliminate the citizens that wouldn’t take care of the chickens

Chairman J. Shaw closed the public hearing at 6:21 p.m.

Galen Weibley talked about the changes in the ordinance.

**BE IT RESOLVED** by Councilor J. Willette seconded by Councilor M. Chasse to adopt the changes to Chapter 16 land use and development code ordinance.

**Vote: 7-0**

### **Citizen Comments**

There were no citizens Comments

### **Consent Agenda**

10. Approve Minutes from March 1, 2023 meeting, amended minutes for February 1, 2023.
11. Approve 2023 Warrants #6-11 \$2,114,712.63
12. Approve employment agency license for Maine Staffing Group.
13. Approve employment agency license for Tempo Employment Services.
14. Approve employment agency license for Professional Homecare Specialists LLC.
15. Approve taxi cab service license for Aroostook Cab Company.
16. Approve taxi cab service license for Town Taxi.
17. Approve taxi cab service license for Carney's Taxi.
18. Approve bowling alley license for Northern Lanes Inc.
19. Approve election workers.

**BE IT RESOLVED** by Councilor C. Green seconded by Councilor M. Chasse to approve consent agenda items #10-#19 as presented.

**Vote: 7-0**

Council took a brief recess to fix technical issues.

20. MSAD # 1 staff membership dues.

City Manager M. Puckett spoke on the current regulations. The Circulation Policy for the library requires that you reside in Presque Isle, pay property taxes in Presque Isle, or are enrolled in MSAD#1, UMPI, or NMCC as a student in order to have a free library card membership. All others pay an annual fee of \$46.00 for an individual and \$55.00 for a family.

Sonja Eyler asked the council to consider a change in policy for MSAD #1 staff. We propose that we offer all MSAD#1 staff a membership free of charge regardless of



where they reside. This directly benefits the students within our City that have educators and school personnel who support their curriculum materials that they check out benefit the children of Presque Isle.

**BE IT RESOLVED** by Councilor M. Chasse seconded by Councilor J. Willette to discontinue the annual membership fee for all MSAD #1 Staff regardless of where they reside.

**Vote: 7-0**

### Old Business

#### 21. 2024 Solar eclipse update

Kim Smith reported on the start of activities for the Solar eclipse of April 8, 2024. They have established a committee. There are going to be four committed designated viewing areas: General Aviation, Fairgrounds, Riverside, and UMPI's Gentile Hall parking lot. Hope to add the Mall. They are developing a website which will have a map of the designated viewing areas, resources such as lodging and restaurants. Expecting 10,000-40,000. Need to have events to keep them from trying to leave all at once. The events will be listed on the website as well. 500 letters have gone out to area businesses and flyers are being distributed at community/public events. The committee met with MSAD #1 to discuss the eclipse is on a school day right at the time busses will be running. Hoping MSAD #1 will have remote learning day or a teacher in service day. The committee has met with civic groups (Kiwanis and Lions) plan on meeting with the Rotary Club in the near future. The committee would like to have children's books available on the eclipse which the Kiwanis and Rotary are interested in helping purchase, they will go to the Library, Wintergreen and schools. Katahdin Trust Company has agreed to do radio ads.

#### 22. Review of 2023 Goals

City Manager M. Puckett reviewed the goals for 2023 with Council.

Deputy Chairman K. Freeman read the 10 goals.

16 Votes: Hub of County Goal: Promotion/marketing of "the Hub of Aroostook County".

12 Votes: MDOT PPI project (Main Street Downtown Transportation Improvements Feasibility Study). This will be a yearlong project involving multiple departments, Council, agencies and public involvement led by the consultant agency TYLin. Will require public meetings.

8 Votes: Aerospace Park & Terminal Phase 1: Multi agency and departments. Design Phase and identify funding.

- Complete 16,000' hanger and 1,500 street utilities connection. EDA Grant awarded for \$4.2 million.

- Complete design and secure funding for terminal.

8 Votes: Creation of Facility/Building Maintenance position to oversee city assets and maintenance.

- Develop job description, mission statement.
- Establish budget for consideration.

8 Votes: Land Bank Goal: Local implementation of recently created State Legislative economic development tool. Creation 2Q 2023.

- Land Bank resolution. (4/5/23 Agenda)
- Draft by laws from working group.
- Appoint five commissioners.

7 Votes: Budget Redesign: new format/workshop for council and departments. Workshop 2Q 2023.

- Summaries by departments explaining changes in requests with narrative.
- Begin budget meetings when accurate projections/actuals are obtained.

6 Votes: Regional broadband expansion: SAD 1 communities and state/federal agencies.

- Complete analysis and apply for regional funding.

6 Votes: Housing: Goal: Create various housing opportunities within the city to address existing shortages and future growth.

Action Items:

- Coordination of Land Bank and use of TIFs and CEA.
- Cost estimates for development of road, utilities, sitework and permitting.
- Funding sources: Federal/state, ME Housing and PIDF.
- Identify partnerships.
- Identify locations/available land for development - all types of housing with estimated number of units per lot, consider zoning and soil type. Consider blighted areas, location to compact area and public/private water and sewer.
- Tax Acquired Properties - continue to turn into residential units.

Council Action: Market city owned lots for development and have discussions with developers. DECD created list of various locations within the City for developers to consider. Staff held meetings with various developers, State entities and legislative outreach to promote housing opportunities.

2 Votes: Essential Air Service (EAS) Bidding Process will begin at the end of 2023 with a recommendation required from the Airport Advisory Board/Council in 1Q 2024.

1 Vote: Web Site Goal: Create Website that is consumer centric that highlights services and activities. Design presented to council. Once finalized, need to market and coordinate with departments for regular notices.

**BE IT RESOLVED** by Chairman J. Shaw seconded by Councilor M. Chasse to formally adopt the 2023 goals.

**Vote: 7-0**

**New Business**

23. Star City ATV grant support request

City Manager M. Puckett informed the council that this is a yearly request from Star City ATV.

Dick Howlett the president of the Star City ATV club discussed the grant they will be applying for is a \$60,510.00 and it's a 90 percent paid by conservation /10 percent paid by Star City ATV club. Been utilizing the grant for 20 years. They will have a ultimate ATV event on August 18-20<sup>th</sup>, 2023 which coincides with the state free registration for out of state ATV that are register in another state.

**BE IT RESOLVED** by Councilor C. Green seconded by Councilor J. Willette to approve support in applying for a municipal grant.

**Vote: 7-0**

24. Letter of intent for MDOT railroad right of way.

City Manager M. Puckett stated that this project has been a long time in the making, it started almost 2 years ago. When there were plans to do a recreational trail on the east side of the existing railroad, there is a map in the packet Exhibit B.

A certain lot or parcel of land located in Presque Isle, Aroostook County, Maine situated on the southeasterly side of the line described below as acquired by the State of Maine by Quitclaim Deed from Montreal, Maine & Atlantic Railway, Ltd. dated January 12, 2011 and recorded in the Aroostook County Registry of Deeds, Southern District, in Book 4904, Page 189, shown cross-hatched on the plan entitled "Land Map, Bangor & Aroostook R.R. Co., Oakfield to Caribou, Station 2350+75 to Station 2402+50" dated October 16, 1931, Plan No. V2K./SL17a ("Land Map"), which is attached hereto and incorporated herein as Exhibit B. Said line being described as follows:

Beginning at a point in the southeasterly line of the former Bangor & Aroostook Railroad Company and the southwesterly corner of Lot 70 as shown on said Land Map, said point being 49.5 feet southeasterly from and as measured along a line at right angles to the Railroad Track Base Line at about Sta. 2366+63;

Thence northeasterly along a line 49.5 feet southeasterly from and parallel to said Base Line about 1797 feet to a point in the present southerly line of Chapman Street, a Town

way, said point being 49.5 feet southeasterly from and as measured along a line at right angles to the Railroad Track Base Line at about Sta. 2384+60.

Meaning and intending to convey only a portion of the area more particularly shown on Sketch 3A-1 to Schedule 3 Exhibit A as described in the aforesaid deed recorded in Book 4904, Page 189. Said area further described as being part of the Fort Fairfield Subdivision of the Montreal, Maine & Atlantic Railway.

This will serve as your agreement to accept the Maine Department of Transportation's ("Maine DOT") offer to convey to you a 2.68± acre parcel of land (the "Parcel") located in City of Presque Isle with frontage on Chapman Street. The parcel under consideration is abutting land owned by City of Presque Isle. Maine DOT has determined that the Parcel is excess land to its transportation needs.

Maine DOT proposes to convey the Parcel to you by Governor's Deed, without any warranties or covenants of title, subject to existing utility installations and slope easements, if any, for the amount of \$5,000.00, as described in an email to you dated March 20, 2023. A copy of the draft description of the Parcel is attached, and we will provide you a copy of the proposed deed prior to closing for your (and/or your attorney's) review. If you agree with the terms set forth in this letter, please initial below, sign the following page and return the letter to me, along with a check made payable to "Treasurer, State of Maine" in the amount of \$5,000.00. A copy of the letter is enclosed for you to retain.

**BE IT RESOLVED** by Deputy Chairman K. Freeman seconded by Councilor J. Willette to authorize the City Manager to sign the letter of intent dated March 24, 2023 from the MDOT to purchase as presented.

**Vote: 7-0**

### **Manager's Report**

City Manager M. Puckett informed the Council of the award Chief Darrell White received on March 22 was the Fire Chief of the year award at the Maine Fire Chiefs Association's annual convention. Several members of Chief White's family, City Manager Martin Puckett and several members of the Department made the trip to Sunday River today to witness this award. Congratulations Chief!

### **Announcements**

Chairman J. Shaw read the announcements. Spring trash & treasure at forum on April 15 and 16<sup>th</sup>. Presque Isle Rotary week begins April 24<sup>th</sup> celebrating its 100-year anniversary. The City has the following employment vacancies: Firefighter and Police officer. We have the following vacancies for boards/committees: Assessment review, 2-

one-year alternate, Audit committee, 1- four-year member, Planning board, 1- one-year alternate, Zoning board, 1- three-year member and 1- one-year alternate, Rec & Parks, 2- one-year alternates. 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, May 3, 2023, at 6:00 p.m. (5:00 p.m. for executive session) in the Council Chambers at City Hall. Circus will be the 4th-6th of May.

**Adjournment**

**BE IT RESOLVED** by Deputy Chairman K. Freeman seconded by Councilor M. Chasse to adjourn at 6:56 p.m.

**Vote: 7-0**

Attested by: \_\_\_\_\_  
Kimberly A Finnemore, City Clerk