



Presque Isle City Council Meeting

June 7th, 2023
6:00 p.m.
Council Chamber

Executive Session @ 5:00 p.m.

All Councilors present except Councilor D. Cyr.

BE IT RESOLVED by Councilor C. Green seconded by Councilor J. Willette 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: 6-0

No action taken

BE IT RESOLVED by Councilor C. Green seconded by Councilor J. Willette 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: 6-0

Out of executive session at 5:44 p.m.

BE IT RESOLVED by Councilor C. Green seconded by Deputy Chairman K. Freeman to accept highest offer of \$11,000.00 for 32 Lincoln St. from Erick Tompkins with Quit Claim Deed.

Vote: 6-0

BE IT RESOLVED by Deputy Chairman K. Freeman seconded by Councilor C. Green to enter into executive session at 5:44 p.m. pursuant to 1 M.R.S.A. § 405(6)(A) to discuss Personnel.

Vote: 6-0

Out of executive session at 5:56 p.m.

Call to Order - Roll Call

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

Absent Councilor D. Cyr.

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

Pledge of Allegiance Proclamation

Chairman J. Shaw read the proclamation for Pride Month.

WHEREAS the United States of America was founded on the principle of equal rights for all people, but the fulfillment of this promise has been long in coming for many Americans; and

WHEREAS, the month of June was chosen to commemorate the dedication and bravery of those who led the 1969 uprising at the Stonewall Tavern in Greenwich Village, which sparked the modern LGTBQIA+ liberation movement; and

WHEREAS, City of Presque Isle Council and staff have committed to make Presque Isle an inclusive and welcoming community for all residents and visitors, including the LGTBQIA2S+ community; and

WHEREAS, all members of the Presque Isle community, including those who are lesbian, gay, bisexual, transgender, queer or questioning, intersex, asexual, and two-spirit have the right to feel safe, not be discriminated against, and to live without the threat of violence or harassment; and

WHEREAS, Presque Isle is strengthened by and thrives upon the rich diversity of ethnic, cultural, racial, gender and sexual identities of its residents; all of which contribute to the vibrant character of our City,

NOW, THEREFORE, BE IT RESOLVED, that the City of Presque Isle Council recognizes June as "LGBTQIA2S+ Pride Month".

BE IT FURTHER RESOLVED, that the City of Presque Isle Council fully supports the rights, freedoms, and equal treatment of lesbian, gay, bisexual, transgender, queer or questioning, intersex, asexual, and two-spirit people; and to unequivocally show this support, directs staff to fly the Progress Pride Flag at City Hall from the 1st to the 30th day of June, in the year 2023.

BE IT FURTHER RESOLVED, that the City of Presque Isle Council, encourages all residents to eliminate prejudice everywhere it exists, respect the rights of all people, recognize the contributions and achievements of the LGTBQIA2S+ community, and to celebrate the great diversity of our city.

Public Hearing

1. Approval for a malt, spirituous and vinous liquor license and special permit for music, dancing & entertainment for Northern Maine Catering LLC with a location of 35 Parkhurst Siding Road.

City Manager M. Puckett informed the council that Northern Maine Catering LLC. was a new application doing business at the Presque Isle Country Club at 35 Parkhurst Siding Road. That it is a new application and the staff recommends approval.

There were no citizens comments.

BE IT RESOLVED by Deputy Chairman K. Freeman, seconded by Councilor M. Chasse to approve a malt, spirituous and vinous liquor license and special permit for music, dancing and entertainment for Northern Maine Catering, LLC.

Vote: 6-0

2. Approval for a malt, spirituous and vinous liquor license and special permit for music, dancing & entertainment for Ignite Presque Isle, d/b/a Northeastland Hotel, Presque Isle Hotel Co. with a location of 436 Main Street.

City Manager M. Puckett recommended staff approval.

There were no citizens comments.

BE IT RESOLVED by Councilor C. Green, seconded by Councilor J. Willette to approve a malt, spirituous and vinous liquor license and special permit for music, dancing, and entertainment for Ignite Presque Isle, d/b/a Northeastland Hotel, Presque Isle Hotel Co. with location of 436 Main Street.

Vote: 6-0

Citizen Comments

Galen Weibley Director of Economic & Community Development, introduced the DECD Intern Maren Moir. The internship is funded thru the ACAP Workforce program. Maren gave a brief description of her previous experiences.

Brynn Wilcox with Pride Aroostook thanked the Council for the proclamation that was made.

Consent Agenda

3. Approve minutes from May 3, 2023 and May 16, 2023.
4. Approve 2023 Warrants #16-#19 totaling \$1,442,037.58
5. Approve reappointment to Northern Maine Development Commission.
6. Approve return of votes casts for MSAD #1- Budget Validation Referendum.

BE IT RESOLVED by Councilor C. Green, seconded by Councilor J. Willette to approve the consent agenda items #3-#6 as presented.

Vote: 6-0

New Business

14. Approve a Presque Isle Regional Economic Development revolving loan program loan for Joseph Collins, d/b/a Star City Flooring.

City Manger M. Puckett let council know the steps for the PIDF revolving loan program, there are two councilors on the committee. The PIDF committee recommends approval to Joseph Collins d/b/a Star City Flooring in the amount of \$20,000.00 for 5-year term.

BE IT RESOLVED by Councilor C. Green, seconded by Councilor J. Willette to approve a Presque Isle Regional Economic Development revolving loan to Joseph Collins, d/b/a Star City Flooring in the amount of \$20,000.00 at 5% amortized for 5 years.

Vote: 6-0

Old Business

7. Airport Terminal Update.

City Manager M. Puckett spoke on the memo that Airport Director Scott Wardwell has in the council packet explaining where we are in the process of a new terminal project.

Niles Gonzalez PE, Vice President, Engineering Manager, Aviation at Hoyle Tanner and Sarah Buchholz RA, Senior Associate B+P Aviation + Transportation AECOM. Niles and Sarah did a brief presentation of the design of the new terminal propose concept plan.

Scott Wardwell Airport Director asked the Council for any questions they might have on the design of the building. Then Scott talked about the financing side

Hoyle Tanner is nearing completion of the Schematic Design phase for the terminal. A summary of the results of that effort are attached. Also attached is the New Terminal Project One-Page Summary. As shown in the table of that summary, the cumulative investment at this point is \$394,300. This brings us to Off Ramp #2 where City Council can make the decision to halt the project. As shown in the table we were not successful in being awarded a FY 23 ATP grant which was applied for back in the winter. Per discussions with various Federal officials, the primary reason for not receiving an award was that the design was not far enough along to allow for construction to begin in June of 2023. Since submitting our application for FY 23 ATP funding, the airport has submitted a grant application for FAA supplemental discretionary funding. The decision for that funding is pending. In addition to this funding source, the airport submitted a request to both Senator Collins and Senator King's offices for Congressional Directed Spending (CDS). The airport has been informed by both offices that the terminal

project has been included in both their CDS requests. If neither of these sources of funding are approved, the airport will apply for a FY 24 ATP grant. In addition to FAA grant programs we are in the final stages of submitting a full grant application to the Northern Border Regional Commission (NBRC) for one million dollars. After submitting a Letter of Intent to NBRC, the City was invited to submit a full application. The Airport Department seeks authorization from City Council to proceed to the preliminary design and design development phases. As shown on the one-page summary, the estimated fees for the Preliminary Design and the Design Development are \$502,000 and \$541,100 respectively. It is important to keep with the schedule outlined so that we will be ready for a construction start in June of 2024. This will significantly increase our chances of being awarded funding from the FY24 ATP. As stated earlier, the reason given for our project not being awarded funding from the FY23 ATP was that we were not ready for construction to begin in June. If we continue as scheduled we will be ready to start construction in June 2024

To: City of Presque Isle, Maine City Council
From: Presque Isle International Airport
Date: June 7, 2023
RE: New Terminal Project One-Page Summary



PROJECT DEFINITION – New 25,000 sf airport terminal facility, inclusive of check-in lobby, baggage handling, passenger screening checkpoint, secure hold rooms, concessions, and additional tenant functions.

MAJORITY FUNDING OPPORTUNITY – Public Law 117-58, Bipartisan Infrastructure Law (BIL) Airport Terminal Program (ATP) – see exhibit at lower right of this sheet.

ROUGH ORDER OF MAGNITUDE PROBABLE COST– The rough order of magnitude probable cost for the overall program at this time, inclusive of design fees and construction costs is \$30,000,000.

The following entities and programs that have been identified for varying levels of contribution to the project costs:

- Federal Aviation Administration – both the BIL/ATP Grant and AIP Funding Program may cover up to as much as 70% to 80% of the project costs
- Maine Department of Transportation – the DOT may cover up to 2.5% of the FAA Eligible project costs
- US EDA – the Public Works program may cover up to \$3,500,000
- Norther Borders Regional Commission (NBRC) – up to \$1,000,000 may be available from the NBRC
- Presque Isle International Airport Passenger Facility Charges (PFC) – the airport will contribute from the fees collected from passengers who fly through PQI
- City of Presque Isle, Maine – depending on State and Federal, range from \$2,000,000 - \$5,000,000



PRELIMINARY PROGRAMMED SCHEDULE WITH OFF RAMP

Task	Est. Completion	Est. Fees Per Task	Cumulative Investment
BIL Grant Support	10/24/22	\$36,300	-
FY 23 BIL/ATP Application Submittal (Off Ramp #1)	10/24/22		\$36,300
Schematic Design	06/09/23	\$358,000	-
FAA Decision of FY 23 ATP – Not Awarded (Off Ramp #2)	06/09/23		\$394,300
Preliminary Design	08/04/23	\$502,000	-
Design Development	09/29/23	\$541,100	-
FY 24 FAA CDS Decision (Off Ramp #3)	9/29/23		\$1,437,400
FY24 BIL/ATP Application Submittal	10/30/23		-
Final Design	11/30/23	\$498,900	-
100% Contract Drawings	01/05/24	\$300,000	-
FAA Decision of FY 24 ATP/ Project Completion (Off Ramp #4)	1/20/24	-	\$2,236,300
Bid and Permitting	03/7/24	\$142,500	-
Open Bids	03/7/24	-	-
Start Construction	06/24/24	-	-

DEPARTMENT OF TRANSPORTATION
Federal Aviation Administration
[Docket # FAA-2022-1227]
Airport Terminal Program; FY 2023 Funding Opportunity
AGENCY: Federal Aviation Administration (FAA), Department of Transportation (DOT).
ACTION: Notice of funding opportunity.
SUMMARY: The Department of Transportation (DOT), Federal Aviation Administration (FAA) announces the opportunity to apply for approximately \$1 billion in FY 2023 discretionary funds for the Airport Terminal Program (ATP), made available under the Infrastructure Investment and Jobs Act of 2021 (IIJA), Public Law 117-58, herein referred to as the Bipartisan Infrastructure Law (BIL). The purpose of the ATP is to make annual grants available to eligible airports for airport terminal development projects that address the aging infrastructure of the nation's airports. In addition, ATP grants will align with DOT's Strategic Framework FY2022-2026 at

BE IT RESOLVED by Councilor M. Chasse, seconded by Deputy Chairman K. Freeman to authorize the City Manager, Martin Puckett to proceed with the preliminary design at a cost of \$502,000.00 and design development at a cost of \$541,100.00 for the new passenger terminal. Funding to come from the Solid Waste Funds, Once grants are found Solid Waste Funds will be paid back.

Vote: 5-1

8. Cable Franchise Agreement.

City Manager M. Puckett spoke about the Cable Franchise Agreement that allows a Cable Franchise to operate in the City of Presque Isle.

The City has been in negotiations with Charter and we have final contract for consideration that contains the following modifications:

- Reduced subscriber density from 20 houses per mile to 15
- Defines density requirement and provides annual updates (coverage maps, projects, subscribers, revenues)
- Term of ten years (renegotiate in seven years)

Charter was awarded the Presque Isle Fiber-to-the-home (FTTH) Project with the Connectivity Authority earlier this month. The project will bring service to all the roads we've be discussing (below). It covers 193 unserved homes.

Allen Rd.
Centerline Rd.
Cleaves Rd.
Conant Rd.
Henderson Rd.
Easton Rd.
Egypt Rd.
McBurnie Rd.
Parsons Rd.
White Rd.
Williams Rd.

BE IT RESOLVED by Councilor C. Green, seconded by Councilor J. Willette to authorize the City Manager to sign the franchise agreement.

Vote: 6-0

9. Lodging establishment license for Martin's Manor Rentals, LLC at 42 Winter Street.

City Manager M. Puckett informed the Council that the City has offered extensions in the past. Staff is recommending approval of the extension.

Code Enforcement Officer Tim St. Peter spoke about the progress that has been done at 42 Winter St. T. St. Peter said this was the only property left for Martin's Manor Rentals, LLC to bring up to code. Most of the demo work has been started and T. St. Peter recommends approval for a 30-day extension.

BE IT RESOLVED by Councilor C. Green, seconded by Councilor C. Green to approve an extension of a lodging establishment license to Eric Martin for Martin's Manor Rentals, LLC with a location at 42 Winter Street. Code violations need to be corrected by June 30, 2023.

Vote: 6-0

10. Lodging establishment license for Clark's Lodge at 22 Pleasant Street.

City Manager M. Puckett recommended staff approval for an extension.

Code Enforcement Officer T. St. Peter said major portion of the codes have been fixed. Clark's Lodge just needs to finish the stairwell.

BE IT RESOLVED by Councilor M. Chasse, seconded by Deputy Chairman K. Freeman to approve an extension of a lodging establishment license to Roger Soucy for Clark's Lodge with a location of 22 Pleasant Street. Code violations need to be corrected by June 30, 2023.

Vote:6-0

New Business

11. Road closure-Maine State Federation of Firefighters 59th annual State Convention.

City Manager M. Puckett stated that at a previous Council Meeting Aaron Buzza Treasurer of Volunteers came and spoke about the 59th annual State Convention for the Firefighters. They are asking for a road closure for the parade that will be held September 9th, 2023 at 9 a.m. and ends 10:30 a.m.

BE IT RESOLVED by Deputy Chairman K. Freeman, seconded by Councilor J. Willette to approve request to close Main Street on September 9th, 2023 for the Maine State Federation Firefighters Parade and Muster.

Vote: 6-0

12. MDOT listening session.

Information only

City Manager M. Puckett spoke on the press release which has been in the paper and on social media.

City of Presque Is

12 Second Street
Presque Isle, ME 04769-2459
Fax (207) 764-2501
www.presqueislemaine.gov

PRESS RELEASE

FOR IMMEDIATE RELEASE (May 12, 2023)

CONTACT: Kimberly R. Smith, Resource Development and Public Information Officer
207.760.2722; ksmith@presqueisleme.us

Hearing open to public on redesign of Presque Isle downtown

May 12, 2023, Presque Isle, Maine – The public is invited to a free hearing on the redesign of downtown Presque Isle. A discussion will be held on Thursday, June 8 from 6:00 to 8:00 p.m. in the Multi-Purpose Room of the Campus Center at the University of Maine at Presque Isle located at 181 Main Street.

The purpose of the hearing is to provide feedback to the consultants preparing a redesign of downtown Presque Isle. The redesign study will be prepared by TyLin, a global engineering firm that “designs infrastructure solutions that connect and elevate communities”. This is part of the Planning Partnership Initiative with the Maine Department of Transportation and the City of Presque Isle. Residents, commuters, downtown merchants and all interested are invited to attend.

For more information, please contact Galen Weibley, Director of Economic & Community Development at the City of Presque Isle at (207) 7602727 or by email at gweibley@presqueisleme.us.

13. Cyber security policy.

City Manager M. Puckett stated it has been recommended by Maine Municipal Association that the City adopt a cyber security policy and implement it in order for them to provide the City with cyber security insurance coverage. Staff recommends adoption of cyber security policy.

BE IT RESOLVED by Councilor C. Green, seconded by Councilor J. Willette to approve the City’s cyber security policy.

Vote: 6-0

Managers’ Report

City Manager M. Puckett made the announcement that the beginning of the concert series was supposed to be tomorrow night, But it has been cancelled for June 8th due to the rainy forecast. M. Puckett was happy to see everyone out and about for the City-wide yard sale.

Announcements

Strawberry shortcake sale is on June 15th.

Pride Aroostook Festival will be held on June 17th from 3:00 p.m. to 7:00 p.m. at Riverside Park.

The City has the following employment vacancies: Police Officer.

We have the following vacancies for Boards/Committees:

Assessment Review, 2-one-year alternates

Audit Committee, 1-four-year member

Zoning Board, 1- three-year member and 1-one-year alternate

Planning Board, 1-one-year alternate

Rec & Parks, 2-one-year alternates

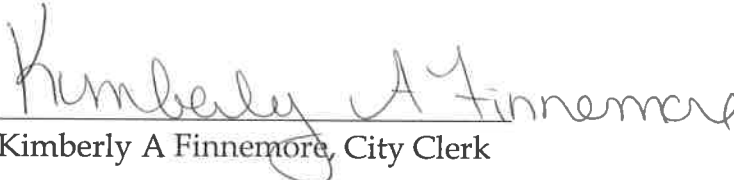
Please see the City Clerk for an application or apply online

The next regularly scheduled meeting of the Presque Isle City Council will be on Wednesday, July 5th, 2023 at 6:00 p.m. (5:00 p.m. for executive session) in the Council Chambers at City Hall.

Adjournment

BE IT RESOLVED by Deputy Chairman K. Freeman seconded by Councilor J. Willette to adjourn at 7:39 p.m.

Vote: 6-0

Attested by: 
Kimberly A Finnemore, City Clerk