

**AGENDA**  
**FREEPORT TOWN COUNCIL MEETING #08-23**  
**TOWN COUNCIL CHAMBERS, 30 MAIN STREET, FREEPORT**  
**TUESDAY, APRIL 25, 2023**  
**6:00 PM**

**ZOOM:**

Please click the link below to join the webinar:

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**FROM:** Peter E. Joseph, Town Manager

**TO:** Councilor Chair Daniel Piltch, 25 Quarry Lane  
Council Vice Chair, John Egan, 38 Curtis Road  
Councilor Matthew Pillsbury, 36 Todd Brook Rd  
Councilor Chip Lawrence, 93 Hunter Road  
Councilor Darrel Fournier, 3 Fournier Drive  
Councilor Jake Daniele, 264 Pownal Road  
Councilor Edward Bradley, 242 Flying Point Road

**FIRST ORDER OF BUSINESS:** Pledge of Allegiance

**SECOND ORDER OF BUSINESS:** To waive the reading of the minutes of Meeting #07-23 held on April 4, 2023 and to accept the minutes as printed.

**THIRD ORDER OF BUSINESS:** Announcements (15 minutes)

**FOURTH ORDER OF BUSINESS:** Information Exchange (15 minutes)

**FIFTH ORDER OF BUSINESS:** Town Manager's Report (15 minutes)

**SIXTH ORDER OF BUSINESS:** Public Comment Period – (30 Minutes)  
(Non-Agenda Items Only)

**SEVENTH ORDER OF BUSINESS:** To take action on the following items of business as read by the Council Chairperson:

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ITEM # 66-23 To consider action relative to adopting the April 25, 2023 Consent Agenda.

**BE IT ORDERED:** That the April 25, 2023 Consent Agenda be adopted.

(Council Chair Piltch) (5 minutes)

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ITEM # 67-23 To consider action relative to proposed amendments to the Freeport Zoning Ordinance. PUBLIC HEARING

**MOTION:** To open the Public Hearing

**MOTION:** To close the Public Hearing

**BE IT ORDAINED:** That proposed amendments to Section 413. Village Commercial 1 (VC-1), Section 414. Village Commercial 2 (VC-2), and Section 514. Off Street Parking and Loading of the Freeport Zoning Ordinance be approved.

*Note: This will be a public hearing to discuss potential amendments to add “parking lots” as a permitted use, subject to site plan review, in the Village Commercial 1 (VC-1) Zoning District (Section 413). Other related proposed amendments are minor changes to clarify language regarding setbacks in Section 413. Village Commercial District 1 (VC-1), correcting cross referencing error in Section 414. Village Commercial 2 (VC-2), and amending Section 514. Off-Street Parking and Loading to clarify conflicts that were identified in this process.*

(Assistant Town Planner, Cecilia Smith) (15 minutes)

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ITEM # 68-23 To consider action relative amendments to Chapter 2, Administrative Code, Section 608 Community Library Board of Directors, to remove management rights of the Library Board of Trustees. PUBLIC HEARING.

**MOTION:** To open the Public Hearing

**MOTION:** To close the Public Hearing

**BE IT ORDAINED:** That amendments to Chapter 2, Administrative Code, Section 608 Community Library Board of Directors, to remove management rights of the Library Board of Trustees be approved.

(Library Director, Courtney Sparks) (10 minutes)

COUNCIL MEETING #08-23  
APRIL 25, 2023

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ITEM # 69-23 To consider action relative to setting a public hearing to discuss amendments to the Chapter 11, Building Code Ordinance of the Town of Freeport to adopt Stretch Energy Codes effective July 1, 2023.

**BE IT ORDERED:** That a public hearing be set for May 16, 2023 at the Town Council meeting starting at 6 pm in Council Chambers, 30 Main Street to discuss amendments to the Chapter 11, Building Code Ordinance of the Town of Freeport, to adopt Stretch Energy Codes effective July 1, 2023.

(Town Manager Caroline Pelletier) (10 minutes)

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ITEM # 70-23 To consider action relative to setting a public hearing to discuss proposed amendments to the Chapter 39, Loitering, Curfew and Noise Ordinance of the Town of Freeport to add a new section pertaining to nuisance lighting.

**BE IT ORDERED:** That a public hearing be set for May 16, 2023 at the Town Council meeting starting at 6 pm in Council Chambers, 30 Main Street to discuss proposed amendments to the Chapter 39, Loitering, Curfew and Noise Ordinance of the Town of Freeport.

(Town Manager Caroline Pelletier) (10 minutes)

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ITEM # 71-23 To consider action relative to accepting the recommendations of the Sewer Committee.

**BE IT ORDERED:** That the recommendations of the Sewer Committee be accepted.

*Note: Some of the recommendations include possible funding and are not currently included in the Capital Program and/or Capital Budget.*

(Councilor Bradley)(15 minutes)

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ITEM # 72-23 To consider action relative to adopting the 5-year Capital Program.

**BE IT RESOLVED:** That the proposed 5-year Capital Program be approved.

(Finance Director, Jessica Maloy)(20 minutes)

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ITEM # 73-23 To consider action relative to amending the Municipal Fee Schedule.

**BE IT ORDERED:** That the Municipal Fee Schedule be amended to set a 2% Administrative Fee maximum of \$10,000.

(Town Manager Caroline Pelletier) (10 minutes)

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COUNCIL MEETING #08-23  
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ITEM # 74-23 To consider action relative to approving the 2023 Short-Term Rental Registration Renewals.

**BE IT ORDERED:** That Short-Term Rental Registration Renewals for 2023 be approved.

(Town Clerk, Christine Wolfe) (5 minutes)

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ITEM # 75-23 To consider action relative to a late fee waiver associated with a Short-Term Rental Registration Renewal.

**BE IT ORDERED:** That late fee be waived for a Short-Term Rental Registration renewal located at 136 South Freeport Rd be approved.

(Councilor Egan) (5 minutes)

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ITEM # 76-23 To consider action relative to a Use of Town Property Request for Visit Freeport.

**BE IT ORDERED:** That the Use of Town Property Request for Visit Freeport for closure of Nathan Nye Street from Main Street approximately 420 feet westerly during the Maine Oyster Festival June 23-June 25 and Fall Festival October 6-October 8 be approved.

(Council Chair Piltch) (5 minutes)

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ITEM # 77-23 To consider action relative to the transfer of excess Fund Balance to Capital Reserves as recommended by the Town Treasurer.

**BE IT ORDERED:** That the transfer of excess Fund Balance to Capital Reserves as recommended by the Town Treasurer be approved.

(Finance Director, Jessica Maloy)(20 minutes)

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ITEM # 78-23 To consider action relative to the Request For Proposals (RFP) for the Town Manager recruitment consulting service.

**BE IT ORDERED:** That a proposal from \_\_\_\_\_ in the amount of \$\_\_\_\_\_ be selected to conduct the Town Manager search for the Town of Freeport.

**BE IT FURTHER ORDERED:** That Interim Town Manager be authorized to sign a contract for the services.

(Council Chair Piltch) (15 minutes)

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ITEM # 79-23 To consider action relative to signing the RSU5 Budget Validation Election Warrant for June 13, 2023.

**BE IT ORDERED:** That the RSU5 Budget Validation Election Warrant for June 13, 2023 be signed.

(Town Clerk, Christine Wolfe) (5 minutes)

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**OTHER BUSINESS:**

1. Presentation of FY24 Operating Budget (Finance Director, Jessica Maloy)(30 min)
2. Discussion of possible 3<sup>rd</sup> party sponsorship of a level 3 EV Charger on Public Property (Councilor Egan)(10 minutes)

EXECUTIVE SESSION

ITEM # 48-23 To consider action relative to an Executive Session pursuant to 1 M.R.S.A. § 405(6)(C) pertaining to a Real Estate matter

**MOTION:** That the Town Council enter Executive Session.

**MOTION:** That the Town Council exit Executive Session.  
(15 minutes)

**END OF AGENDA (Estimated time of adjournment 10:55 PM)**

	<b>OUTSTANDING OR UPCOMING ACTION ITEMS</b>	<b>INITIATED ON</b>	<b>PROPOSED BY</b>	<b>ADDITIONAL INFORMATION</b>
<b>#1</b>	<b>Review of Town fee schedule this year</b>	<b>1/4/2022</b>	<b>Councilor Pillsbury</b>	<b>Tasked for April 2023</b>
<b>#2</b>	<b>Schedule dates for touring facilities</b>		<b>Chair Piltch</b>	
<b>#3</b>	<b>Explore new fire rescue substation in District 2</b>		<b>Councilors Fournier &amp; Bradley</b>	