

**TOWN OF ORONO
COUNCIL COMMITTEES MEETING &
SPECIAL COUNCIL MEETING
MONDAY, JANUARY 31, 2022
BEGINNING AT 5:00PM**

**IN-PERSON: COUNCIL CHAMBER – MUNICIPAL BUILDING
ZOOM WEBINAR ON-LINE: <https://zoom.us/j/92315108707>
DIAL IN TO ZOOM WEBINAR: 1(312) 626-6799 ID: 923 1510 8707**

MINUTES

1. Roll Call

Present: (In person) Council Chair Tom Perry, Geoffrey Wingard, Terry Greenier, Cheryl Robertson, Town Manager Sophie Wilson, and (remote) Laurie Osher and Meghan Gardner.

2. COMPREHENSIVE PLAN IMPLEMENTATION COMMITTEE

a. Review of Planning Board Reports and Discussion of Next Steps Regarding:

- i. Changing the Zoning of Map 27-2 Lots 118, 119, and 121 (39 Pine Street (Orono Public Library), 10 Birch Street (Senior Center), and related parking lot) from Medium Density Residential to Village Commercial (Video record time 0:01:45 - 0:05:10)**

Town Planner Kyle Drexler stated the Planning Board held its public hearing in December 2021 on the proposed zoning map changes to the three lots related to the library. He noted the Planning Board was in favor of the zone changes and did not have any additional changes.

The Council agreed to move the proposed Zoning Map changes to the next Council Meeting for its public hearing.

- ii. Proposed Revisions to the Land Use Ordinance to Create a Permitting Process for Homestays (Short Term Rental Activity) (Video record time 0:05:11 - 0:32:34)**

Mr. Drexler stated the Planning Board held its public hearing in December 2021. The Planning Board did not reach consensus on Homestays. He noted a suggestion was made to add language that requires a rental manager when the property owner is not in town. He noted adding housing stock opportunities was also discussed by the Planning Board. Councilors discussed Homestay 1 and 2.

The Council agreed to add language to the ordinance for Homestay 2 that requires a local property manager when the property owner is absent.

b. General Planning Project Update *(Video record time 0:32:35 - 0:39:09)*

Mr. Drexler provided a brief update on the land in the Sailor Development. He noted the Town Engineer is working on a feasibility study. He also noted a formal zone change request will be coming forward from Orono Brewing Company for a future expansion change to C-1 with restrictions. He also indicated the University of Maine received a grant and is looking to do a project around their athletic fields (soccer/field hockey fields).

3. COMMUNITY DEVELOPMENT COMMITTEE MEETING

a. Staff Presentation Regarding the Town's Diversity, Equity, and Inclusion Efforts
(Video record time 0:39:10 - 1:44:35)

Fire Chief Geoffrey Low walked the Committee through the staff's report on the Town's DEI efforts. Staff talked about the current strengths and weaknesses, opportunities and threats, current initiatives or activities related to DEI. Ms. Wilson spoke of best practices, enhancing hiring practices, website improvements, additional staff training, support the Town Council in policy making, and Council to discuss dedicating additional resources. Council discussed these points related to DEI.

4. Town Manager's Report - None

5. Adjourned at 6:44p.m.

SPECIAL COUNCIL MEETING MINUTES

1. Roll Call

Present: (In person) Council Chair Tom Perry, Geoffrey Wingard, Terry Greenier, Cheryl Robertson, Town Manager Sophie Wilson, and (remote) Laurie Osher and Meghan Gardner.

2. New Business

Order 22-18 Order, adopting a Community Resilience Partnership Resolution. *(Video record time 1:45:05 - 1:48:07)*

Moved by Cheryl Robertson and seconded by Terry Greenier. All voted in favor, 6-0.

Ms. Wilson stated, while the Town of Orono has previously resolved its commitment to supporting climate action planning in our community and region, the State's Community Resilience Program requires a specific resolution that speaks to its program goals, the Town's self-evaluation process, and priorities for future efforts and grant funding. Staff completed an initial self-evaluation, using the Community Resilience tools, and met with the Environment Committee in a public meeting to review/discuss the identified priorities.

Order 22-19 Order, authorizing the Town Manager to apply for Bureau of Highway Safety Grant Funds in the amount of \$4,200 with No Local Match required; accepting any funds awarded; and, further authorizing the Town Manager to expend said funds for Drug Recognition Expert Training along with related Travel and Incurred Overtime Expenses.
(Video record time 1:48:08 - 1:53:16)

Moved by Terry Greenier and seconded by Cheryl Robertson. All voted in favor, 6-0.

Ms. Wilson stated, recent turnover in the Police Department resulted in having only one drug recognition expert (DRE) on staff. Ideally, the Department would have three; however, the training is offered out of state and it is also quite expensive (relative to the Town's training budget). The Maine Bureau of Highway Safety is offering an opportunity to fund this training and subsequent call out overtime expenses. Chief Merrill stated the grant would fund the cost of sending a patrol officer to Florida for the training and also 40 hours of overtime for required "clinical" training and response time. This grant requires no formal match; however, the Town is offering the officer's regular wage as match.

Order 22-20 Order, authorizing the Town Manager to apply for a Federal Emergency Management Agency (FEMA) Staffing for Adequate Fire and Emergency Response (SAFER) Grant. *(Video record time 1:53:17 - 2:05:03)*

Moved by Cheryl Robertson and seconded by Terry Greenier. All voted in favor, 6-0.

Ms. Wilson noted she has discussed the Orono Fire Department's limited staffing which has resulted in significant overtime hours (and related expenses). Management has reviewed the departmental overtime use and recommends applying for a SAFER grant to hire three additional response personnel (bringing the total staffing to 24 on-shift firefighters). Evaluating the overtime use, staff determined that one could reasonably predict having to fill 235 twenty-four hour shifts per year. Based upon this data, staff suggests that adding three additional staff members to the current complement of 5 per shift and one floater would offer the best opportunity to reduce overtime hours. From an operational standpoint, this would allow each crew to be staffed to six responders and drop to five without back filling the lost time.

This year's SAFER grant program provides for up to three years of funding at 100% of present day personnel expenses for additional personnel. This would allow for three years of experience to demonstrate the effectiveness of this method at very little additional cost (none, if the overtime cost can be reduced) to the local taxpayers. If the reduction of overtime materializes as expected, staff would expect a present day addition to the departmental budget of approximately \$61,263 after the grant period expires. If the saving does not materialize as expected, staffing attrition would allow for the new hires to be absorbed.

3. EXECUTIVE SESSION Pursuant to 1 MRSA § 405 (6)(D) for Discussion Related to Negotiation of Collective Bargaining Agreements with IAFF Local 3106 and Maine Association of Police - Orono Unit.

At 6:47 p.m., Terry Greenier motioned and Cheryl Robertson seconded to move into executive session for a discussion related to negotiation of collective bargaining agreements with IAFF Local 3106 and Maine Association of Police - Orono Unit. All voted in favor, 6-0.

At 7:25 p.m., Cheryl Robertson motioned and Terry Greenier seconded to move back into regular session. All voted in favor, 6-0.

4. Adjournment

Motion to adjourn by Geoff Wingard and seconded by Cheryl Robertson. All voted in favor, 6-0. The Council Meeting adjourned at 7:26 p.m.

Minutes are not verbatim. A video-recorded version is available on the Town's website at www.orono.org.

Respectfully submitted,

Nancy W. Ward
Executive Assistant