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OAKLAND TOWN COUNCIL AGENDA

5/27/2026

6:00 p.m. Oakland Fire Station

- I. Call to order
- II. Pledge of Allegiance
- III. Roll Call
- IV. To consider approving the minutes from May 13, 2026, council meeting, and signing the weekly payables warrant.

New Business:

1. Order 72-2526 – Mobile Home Park Moratorium Extension Discussion
2. Order 73-2526- Mobile Home Park Lot Rent Ordinance -Questions for direction
3. Order 74-2526 – Town Space Discussion

Old Business:

Manager Updates (if any)

- Transfer Station Scale
- 2025 Property Tax Lien Update

Executive Session

1. Executive Session: 1 M.R.S.A. § 405 (6) (F) - Discussion of Confidential Records -YES

Adjournment

Upcoming Meetings:

Wednesday May 27, 2026 – Council Meeting -Fire Station – 6:00 p.m.

Monday June 8, 2026 – Mobile Home Park Committee Meeting #4- Police Station 6:00 p.m.

Tuesday June 9, 2026 – Primary Election Day/School Budget Vote- Oakland Fire Station 7:00 a.m. – 8:00 p.m.

Wednesday June 10, 2026 – Council Meeting Fire Station – 6:00 p.m.

Monday June 15, 2026 - Mobile Home Park Committee Meeting #5- Police Station 6:00 p.m.

Wednesday June 24, 2026 – Council Meeting -Fire Station – 6:00 p.m.

TOWN COUNCIL MEETING MINUTES
May 13, 2026

Council Members' Present:

Michael Perkins, Chairman	Dana Wrigley, Vice Chairman
Susan Leigh	Robert Nutting
Kelly Roderick	

Others Present:

Kelly Pinney-Michaud, Town Manager	Kathleen Paradis, Town Clerk
Christine Nutting	Abby Marshall
Randall Marshall	William Cochran
Linda Bemis	Rhonda West
Shelley McFadden	Caroline Clark
Lorri Nandrea	Cheyenne Gallivan
Terri Buckingham	George Bailey
Alicia Barnes	Kevin Quirion
Dawn Smith	Angela Jurdak
Lea Mullen	Richard Mullen
Ruby Mullen	John Irwin
Adam Lowell	Doug Dickinson
Kathy Moores	

The meeting was called to order at 6:00pm by Council Chair Michael Perkins and let those present in the reciting of the Pledge of Allegiance.

- 1. Roll Call:** Council Chair Michael Perkins took roll call. All five councilors were present.
- 2. To Approve the minutes of April 26, 2026, meeting, and the minutes from the Town Meeting of May 5, 2026, and to sign the warrant:** Dana Wrigley made a motion that we accept the minutes of April 26, 2026 and was seconded by Susan Leigh. It was voted 5-0 to accept the minutes as written. It was moved by Susan Leigh and seconded by Dana Wrigley to accept the minutes from the Town Meeting of May 5, 2026, and voted 5-0 to approve the minutes. The warrant was also signed at this time.

NEW BUSINESS:

- 1. Oakland Policy-Maine Excise Tax for 100% Disabled Veterans:** Christine Nutting Motor Vehicle Agent for the Town of Oakland spoke to the council regarding the policy for 100% Disabled Veterans Excise Exempt Policy. Christine stated that she had reached out to area towns to see what their policy was regarding the excise tax exemption for veterans who are 100% disabled. She stated that some towns are doing it on a case-by-case basis. Christine also stated that we had recently been informed that it would also be for non-residents who have a summer residence as well that would qualify if the vehicle stayed here in Maine. She also stated that this does not seem like a good idea to her and was asking for guidance from the council. Dana Wrigley made a motion that we move forward with the policy. Robert Nutting asked on how long after registering their vehicles would they have to get the

exemption? Christine explained that it would be 30 days as discussed at a prior meeting. Susan Leigh then asked if we could provide signage to let these individuals know of the exemptions. Ms. Nutting then stated that it is very misleading for the ladies at the counter to know if they qualify unless they bring in the proper paperwork from the VA Administration. It does not just apply to the Veterans Plate but other plates as well. Robert Nutting then stated that it used to be if you were a disabled veteran then you received a disabled veteran plate. Christine then stated that yes then the law had changed that they could have a disabled veteran plate or a veteran plate. Then the law became that they could apply to any plate. Mr. Nutting, also inquired if we would know when they come into register their vehicle that they qualify for the exemption? Ms. Nutting then stated we would know on a re-registration and that we require each veteran to bring in their letter for the VA Administration showing they get 100% disability. Susan Leigh then stated that if these individuals do not know about the exemption, then this is where the signage would be helpful. Alicia Barnes stated that she was cross checking on the VA Website and saw that the veterans were also eligible for the \$6000 tax exemption as well. Christine stated that she is the Assistant Assessor as well as being the Motor Vehicle Agent for the town. She stated that we cannot use the information from motor vehicles to give to the assessing department. Motion made by Dana Wrigley seconded by Robert Nutting and voted 5-0 to put the new policy into effect.

2. **RSU 18 Budget Warrant Signatures:** The Town Council signed the RSU 18 Budget Warrant to be posted regarding the School Budget Validation meeting on Thursday May 21, 2026, at 6:00pm at the Messalonskee High School. The Town Manager also advised that we will be voting on the school budget on June 9th, 2026, the same day as the primaries.
3. **Accept 2026-27 Paving Bids:** The Town Manager informed the council that we received five paving bids this year. The highest bid was \$210,432.00 and the lowest bid was \$151,248.00. There was another bid from Littlefield' Construction that was \$151,188.00 and Public Works Director Jeffrey Hall had stated to the Town Manager that he would like to accept the bid from Littlefield's Construction. The paving would be done on Rice Rips Road, Sacha Lane and grade the Sexton Parking lot. It was moved by Dana Wrigley, seconded by Susan Leigh, and voted 5-0 to accept the bid of \$151,188.00 from Littlefield's Construction.
4. **Board of Assessment:** The Town Manager informed the council that Nichole Stenberg, the Town Assessor, stated that we had two vacancies to fill on the Board of Assessment, these are appointed positions, and she cannot do that. The Town Manager stated that Chris Courtice and Cindy Reese would like to fill those positions as Alternates. They are both knowledgeable and would be good on this board. It was moved by Dana Wrigley, seconded by Susan Leigh, and voted 5-0 to appoint Chris Courtice and Cindy Reese to the board.
5. **ATV Access Route Permit Application:** The Town Manager informed the council that Phase 1 is now complete, and we are now working with forestry to get ARP with DOT and Department of Conservation and Forestry. This would allow access on State Roads, and we would be able to go from the triangle, Oak, Main and Pleasant Street, then up High Street to the overlook. The Manager would also like to get access to RT 11 so individuals can go to the Boat Landing for the concerts. Susan Leigh also asked that this included Water Street as

well. The Manager stated that back in 2023 this had been investigated by the previous Town Manager but lacked letters of support. She stated that she has written a letter of support along with the local business owners. She also stated that it would be busy on the weekends in the area. Dana Wrigley made a motion to send the application to DOT and Dept of Conservation and Forestry. It was seconded by Susan Leigh and voted 5-0 to proceed with application. Kelly Roderick then asked if the ATV operators must ride with traffic. Kevin Quirion then stated that yes, they must follow the same rules as motorists. The Town Manager also stated that the Police Department is collaborating with the Fish and Wildlife Service as well. Doug Dickinson stated that he is a member of the Fairfield ATV Club and they are doing the same as well. John Irwin stated that amp for the trails would also be helpful.

6. **Social Media Policy:** The Town Manager informed the council that the social media policy for the town was done on January 13, 2016. We have now created a new policy with regulations of personal use, employee rights, etc. There are only two people who have access to adding information to the website and one is Aaron Parker, our Recreation Director. It was motioned by Dana Wrigley, seconded by Susan Leigh, and voted 5-0 to accept the social media policy.

7. **June 30th, 2026, closing at 2:00pm for Year End Processing:** The Town Manager inquired from the council if the Town Office could close at 2:00pm on June 30th, for the year end processing of reports and close for the fiscal year. She stated that the employees would be able to get all the required reports done such as motor vehicles, etc. She stated that she would be working until 7:00pm with Finance Director Cheryl Gould to complete the processing. It was moved by Dana Wrigley, seconded by Kelly Roderick, and voted 5-0 to close the office at 2:00pm on June 30th, 2026.

OTHER BUSINESS:

Friends of Messalonskee: Adam Lowell, a member of the Friends of Messalonskee, spoke to the council that there is a lot of signage at the boat landing that is negative. The Friends of Messalonskee would like to install a sign board that would have sponsors and other friendly information for individuals that use the waterfront park. The materials have been donated by Hammond Lumber. Leighton Signs would build the sign. FOM would have three sponsors and would be listed on the sign as well. It was moved by Dana Wrigley and seconded by Susan Leigh voted 5-0 to authorize FOM to build the new sign for the waterfront park.

The Town Manager asked the council if it would be ok for Angela Jurdak to clean up the swimming area of the boat landing. It was approved by the council and thanked Angela for cleaning up the area.

Councilor Kelly Roderick then asked if we could extend the moratorium for the mobile home parks where the new law will take effect of the end of June. Could we extend it? Council Chairman Michael Perkins stated that we would put in on as an agenda item for the next council meeting. Kelly Roderick also inquired about the ordinance that was sent to the Town Manager in April? Are we going to consider approving? The Town Manager stated that she

will make copies of the submitted ordinance and will put it on the next agenda. Town Manager also stated they will be holding a mobile home park committee meeting on Monday May 18, 2026, at the Police Station at 6:00 p.m. Susan Leigh stated that she was concerned because she feels that the committee needs to discuss this. George Bailey stated that he believes the park owners as they stated that they will not raise the rent. Rhonda West stated that they had raised the rent quite a bit last year. Shelby McFadden stated that the maintenance company has no idea that the town is mediating for the park residences and the owners. Town Manager asked her to please get her a name and phone number and bring it to the committee meeting on Monday and she will contact them.

Councilor Dana Wrigley stated that Representative Nutting's weekly newsletter had a great article regarding ticks and Lyme Disease and we should make copies available for our employees who work outside, public works, maintenance.

Last item on the agenda will be safety training, which is a private meeting.

ADJOURNMENT:

It was moved by Susan Leigh, seconded by Kelly Roderick, and voted 5-0 to end the public meeting and enter safety training at 6:40pm.

Oakland Lot Fee Stabilization Ordinance

This ordinance is based on the Model Municipal Rent Stabilization Ordinance developed by the State of Maine as a resource for municipalities, pursuant to L.D. 1765. and L.D. 2231 “An Act to Support Owners of Manufactured Housing, Mobile Homes and Tiny Homes”.

Article 1: Purpose

The purpose of this ordinance is to protect the health, safety, and welfare of residents living in mobile home parks by preventing unreasonable lot fee increases. Mobile homes represent a crucial source of unsubsidized affordable housing. However, because residents typically own their homes but not the land underneath them, they face unique vulnerabilities to excessive fee increases. While mobile home park owners should expect to receive a reasonable return on their investment, residents of those parks should expect to be protected from unnecessary, excessive cost increases because they may be put at risk of homelessness or severe housing insecurity.

Article II. Definitions

- **Base Lot Rent:** “Base Lot Rent” means the fee amount charged for any mobile home park lot which is in effect on any specific date.
- **Consumer Price Index (CPI):** “Consumer Price Index” or “CPI” means the Consumer Price Index for All Urban Consumers (CPI-U), Northeast Region, as published by the U.S. Department of Labor, Bureau of Labor Statistics.
- **Mobile Home:** “Mobile Home” means a structure, transportable in one or more sections, which is 8 body feet or more in width and 32 body feet or more in length, is built on a permanent chassis, is designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air-conditioning and electrical systems contained in the structure.
- **Mobile Home Park:** “Mobile Home Park” means any parcel(s) of land under single or common ownership or control which contains, or is designed, laid out or adapted to accommodate, two or more mobile homes.
- **Mobile Home Park Lot:** “Mobile Home Park Lot” means the area of land on which an individual mobile home is situated within a mobile home park and which is reserved for use by the occupants of that home.
- **Mobile Home Resident:** “Mobile Home Resident” means an occupant of a mobile home who rents a parcel of land in a mobile home park.
- **Park Owner:** “Park Owner” means a person, corporation or other entity that owns a mobile home park.
- **Lot Fee Increase:** “Lot fee Increase” means any additional lot fees demanded of, or paid

by, a mobile home resident, and includes any reduction in services without a corresponding reduction in the amount demanded or paid for in lot fees.

Article III. Lot Rent and Fee Increase Limitations

- A. Limitation on number of fee increases:** A park owner may not increase lot fees or other fees more than one time in any 12-month period in the mobile home park.
- B. Base Rent Calculation:** Except as provided herein, a park owner shall not demand, accept or retain lot fees for a mobile home park lot that exceeds the fees in effect for that lot on date of ordinance approval. In the event the lot was not occupied on date of ordinance approval the base rent for that lot shall not exceed the most recent lot rent plus an amount up to that specified in Article III (F).
- C. Notice Requirements:** A park owner shall provide notice of any increase in lot fees to the affected mobile home residents, no less than 90 days before the effective date of the July 1 annual increase. The notice must include:
1. The name, address, telephone number and e-mail address of the park owner; and
 2. The amount of the increase in lot fees or other fees, in dollars, and the type of any fee increased.
 3. Park owners will provide a **new contract and/or amendment** to the residents contract for every annual lot rent increase.
- D. Fee increase formula:** Any lot rent or other fee increase is limited to the most recently posted annual percentage change in the **Northeast** Consumer Price Index (CPI) +1 %. **OR COLA?????**
- E. Greater Lot Fee Increase:** A park owner may seek a greater lot fee increase to cover the cost of increased operating expenses such as taxes, insurance, utility charges and maintenance costs, in addition to certain capital improvements or other emergencies. Improvements must directly benefit mobile home residents and be necessary for maintenance or the correction of health and safety conditions in this mobile home park. A park owner seeking such a greater increase must submit a petition to the Oakland Town Manager. The petition must be filed in advance of the lot fee increase notice and contain documentation that the increase is necessary to cover increases in operating or maintenance expenses, the cost of eligible capital improvements, or unforeseeable expenses incurred at the mobile home park. Park owners that fail to maintain a mobile home park in decent, safe, sanitary condition, as determined by the Town Manager, Code Enforcement Officer, or Oakland Appeals Board, shall not be allowed to exceed the basic rent increase unless the increase is used to correct health and safety violations in the mobile home park.
- F. Vacancy Base Rent:** A park owner shall be permitted to increase the lot fee by up to

5% whenever a lawful vacancy occurs, and this amount shall be considered the new base lot fee for that mobile home park lot.

Article IV. Applicability

A. Applicability: This ordinance applies to every mobile home park within the municipality except those to which an exemption applies.

B. Exemptions: This ordinance shall not apply to:

1. Mobile home parks owned by a cooperative or other entity in which membership is limited to mobile home residents;
2. Mobile home lots subject to any agreement that restricts lot fee increases in a manner that is more restrictive than this ordinance; or
3. Mobile home lots subject to an aggregate fee amount (lot fee + other fees) that is less than 20% of the local Fair Market Rent then applicable based on bedroom size, as posted on the website of the Maine State Housing Authority.

Article V. Appeals

A. Decisions of the Town Manager may be appealed by:

1. Park owners; or
2. Affected mobile home residents, when 51% or more of the households then living in the mobile home park, who are affected by the proposed lot fee or fee increase, agree to seek such an appeal via written petition.

B. Appeals as described herein are to be filed with the Oakland Appeals Board, within 45 days of the decision made by the Town Manager. Appeals must be decided within 45 days of filing. The Appeals Board must hold a public hearing at which it considers all oral and/or written testimony provided by residents and park owner, in addition to documentation previously filed with the Town Manager.

Article VI. Violations

A. Violations of this ordinance will be punishable by a fine of \$200 per day. Each lot where a violation occurs will be considered a separate violation.

B. Enforcement will be administered by the Oakland Code Enforcement Officer.