

Fort Fairfield Town Council Meeting Minutes
Council Chambers
Wednesday, March 16, 2016
6:00 P.M.

Councilors: David McCrea, Jason Barnes, John Herold, Robert Kilcollins and Scott Smith

Staff: Tim Goff, Darren Hanson, Rebecca Hersey, Ella Leighton, Tony Levesque, Shawn Newell, James Risner and Tom Towle.

Citizens: 20 including media

- I. Roll Call – Chair David McCrea asked that the record reflect all councilors present.
- II. Prayer – Tony Levesque offered the prayer
- III. Pledge to the Flag - All in attendance pledged their allegiance to the Flag.
- IV. Public Comment-

Mr. Walker introduced himself as the President of the ATV club that is trying to start back up in Fort Fairfield. He is looking to reopen the club and would like to bring it in a new direction.

David Ossie spoke up in support of the ATV club saying people need a place to go, when there are no trails people are riding everywhere causing a lot of damage to properties.

- V. Correspondence and Reports

A. Licenses / Permits-

- 1. Catering Permit to the Fort Fairfield Lions Club for the twenty-first annual “Draw for a Future” Fort Fairfield Snowmobile Club super draw supper and dance on March 5 at the Community Center.
- 2. Application for Liquor Licensing for the VFW Post 6187 Paul Lockhart.
- 3. Application for Liquor Licensing for the Fort Fairfield Lions Club.
- 4. Application to operate Bingo for the Knights of Columbus.

B. Financial Report – Mr. James Risner – The Town’s Real Estate and Personal Property tax collections for February were \$1,049,579 compared to \$917,767 for February 2015. Total tax collections as of February 29, 2016 are at \$2,904,554 an increase of \$251,187 compared to last year. The excise tax collections as of February 29, 2016 are at \$368,637 which is 68.27% of the budgeted amount. The State revenue sharing is \$154,013 which is 74.04% of the budgeted amount.

Expenses are in line with expectations. Cash flow is good with a balance of \$97,206 in checking and \$1,000,000 in savings after completion of Warrant #18.

The MSAD #20 preliminary budget has an increase for the Town of \$57,842, which increases the Town's contribution from \$2,047,429 in FY15/16 to \$2,105,271 in FY16/17. This is 2.83% increase from FY15/16 and requires a mill rate increase of .367. The treasurer and I will continue to work with MSAD #20 staff to ensure we have the most accurate data for the preparation of the Town's budget.

The 15/16 expenses were estimated to be below budget, couple of things that are causing that, of course the mild winter, lower heating bills, less usage of the plow trucks, less fuel. There has been personnel movement in three departments so there have been sometimes we haven't been paying personnel salary benefits. The town employees have continued to be very good stewards of the tax dollars and they continue to look for alternative ways to make that money go further.

- C. Tri-community Landfill Report – Mr. Stev Rogeski – The last meeting was held on February 26, 2016 with the next meeting scheduled for March 18, 2016. We went over the closing numbers for 2015 and everything is looking good. The contract revenue for the month of February is up 40% primarily. We are still looking at the proposed deal with Presque Isle.
- D. Photovoltaic (PV) Solar Energy Update– Mr. James Risner met with Marc Gendron, MSAD#20 Superintendent, and Edward Wright, Director of Renewable Energy Services, James W. Sewall Company, on February 4th, to discuss possible PV solar energy options to help reduce the cost of electricity to the Town and MSAD #20. Mr. Wright is preparing a business case analysis for installing PV solar panels on MSAD #20 property. There are investors interested in developing PV solar energy programs for municipal governments and schools. The business case analysis was received on March 10th, there are several areas in the study that I need to discuss with Mr. Wright before I am comfortable presenting it to the Council.

VI. Old Business – None

VII. New Business

- A. Proclamation 16-03, Community Development Week – Mr. James Risner – The Community Development Block Grant (CDBG) program was established in 1974 and is a partnership of federal, state and local governments as well as private sector, non-profit and community efforts to develop viable urban communities by providing decent housing, suitable living environments and expanded economic opportunities, principally for low and moderate income persons. The Town of

Fort Fairfield has received \$10,728,926 in CDBG funds since 1988, a complete list of funded programs are attached. March 28th through April 2nd has been designated as Community Development Week. The proclamation gives special thanks and recognition to all the participants whose hard work and devotion to the neighborhoods and their low and moderate income residents to help insure the quality and effectiveness of the Community Development Block Grant Program. It is recommended that the Council sign Proclamation 16-03, Community Development Week.

Motion: Mr. Jason Barnes moved to approve signing Proclamation 16-03, Community Development Week.

Second: Mr. Robert Kilcollins

Vote – All affirmative

- B. Order 16-04, Adoption of Freedom of Access Act Fee Schedule for the Town of Fort Fairfield – Mr. James Risner – On March 1, 2016 Ms. Hersey attended a class for Freedom of Access Act (FOAA) training and in that class the Maine Municipal Association (MMA) recommended that the Town Council adopt a fee schedule for FOAA requests. While this is not a requirement, it is a recommendation from MMA. It is recommended that the Town Council adopts Town Order 16-04, Freedom of Access Act Fee Schedule.

Motion: Mr. Robert Kilcollins moved to adopt Resolution 16-04, Freedom of Access Act Fee Schedule for the Town of Fort Fairfield as presented

Second: Mr. Jason Barnes

Vote – All affirmative

- C. Tax Acquired Property for 2013 Taxes- Ms. Ella Leighton provided a list of properties that became Tax Acquired on March 8, 2016 for the 2013 taxes along with the amounts due. She has notified the owner(s) and banks holding the mortgages and has received no responses. She has also provided map cards and account tax detail on each property.

(A) Dale Doak – 277 South Caribou Road – Total taxes due \$4,676.16

(B) JP Morgan Chase Bank – 19 Brunswick Ave – Total taxes due \$2,074.24

(C) Stacy Robbins – 109 Riverside Ave – Total taxes due \$1,147.59

(D) Richard Smith – 23 Morse Road – Total taxes due \$636.72

(E) Dwaine Wilcox – 37 Riverside Ave – Total taxes due \$3,285.54

It is recommended that the Town Council authorizes that 277 South Caribou Road, 19 Brunswick Ave and 37 Riverside Ave be put out for bid in AS IS WHERE IS condition with no guarantees expressed or implied with a minimum bid of the cost to cover taxes plus any cost incurred between now and

closing.

The Town tax collector tries one more time to contact the owner of 23 Morse Road and offer the property back to them upon payment of taxes and fees owed. That the Tax collector put out for bid in AS IS WHERE IS condition with no guarantees expressed or implied with a minimum bid of the cost to cover taxes plus any cost incurred between now and closing if owner does not respond, or informs the tax collector that they do not want the property.

That the Town offer 109 Riverside Ave to adjacent property owners in AS IS WHERE IS condition with no guarantees expressed or implied at a cost to cover taxes plus any cost incurred between now and closing with additional conditions to read that the structures on the property are to be demolished and cleared from the property. Failure to do so within a four month period from date of sale, then the Town of Fort Fairfield shall be able to purchase it back at the price it was sold for.

Motion: Mr. Robert Kilcollins moved to approve to dispose of the properties located at 277 South Caribou Road, 19 Brunswick Ave, 109 Riverside Ave., 23 Morse Road and 37 Riverside Ave. as presented above.

Second: Mr. Scott Smith

Vote – All affirmative

- D. Appointment of Fire Chief and Emergency Management Director- Mr. James Risner – The Director of Public Safety, William Campbell resigned effective March 4, 2016. Director Campbell held two positions that need to be appointed by the Town Council; Fire Chief and Emergency Management Director. Shawn Newell was hired as the Director of Public Safety effective March 4, 2016. It is recommended that the Town council appoints Shawn Newell as Fort Fairfield Fire Chief and Fort Fairfield Emergency Management Director.

Motion: Mr. John Herold moved to approve the appointment of Shaw Newell as Fort Fairfield Fire Chief and Fort Fairfield Emergency Management Director.

Second: Mr. Jason Barnes

Vote – All affirmative

- E. Quitclaim Deed- James Risner – On March 5, 2015 the property at 242 Maple Grove Road and identified on the Tax Map 01, Lot 15A became tax acquired property of the Town of Fort Fairfield. At the March 18, 2015 Town Council meeting the Council approved allowing the Town Tax collector to send out letters in hopes of contacting the owners to offer a workout plan over the next 30 days. On March 24, 2015 Mr. Robert Peck signed an agreement with the Town to pay all taxes, liens, interest and fees including taxes for 2015 before March 31, 2016. On March 15, 2016, Mr. Peck made his final payment on all taxes, liens, interest and fees including taxes for 2015 on the property. It is recommended that the

Town Council signs the quitclaim deed for consideration paid and release to Robert W. Peck the land in Fort Fairfield, Map 01, Lot 15A.

Motion: Mr. John Herold moved to approve signing of the quitclaim deed for consideration paid and release to Robert W. Peck the land in Fort Fairfield, Map 01, Lot 15A.

Second: Mr. Jason Barnes

Vote – All affirmative

- F. Economic Development Board By-laws- James Risner – At the October 21, 2015 Council meeting the Council approved the creation of an Economic Development Board. The Board reviewed the by-laws at its February 22, 2016 meeting and approved the by-laws with changes at its March 14, 2016 meeting. The by-laws are effective upon a majority vote of the Board and a majority vote of the Town Council. It is recommended that the Town Council approves and the Council Chair signs the Economic Development Board By-laws.

Motion: Mr. Jason Barnes moved to approve the Economic Development Board By-laws and allow Chairman David McCrea to sign the By-laws.

Second: Mr. John Herold

Vote – All affirmative

VIII Minutes: Council Meeting February 17, 2016 Regular Council Meeting

Motion: Mr. Robert Kilcollins moved to approve Minutes of February 17, 2016 as written.

Second: Mr. Jason Barnes

Vote – All affirmative

IX Warrants: #17 - \$92,433.95 and #18 - \$266,611.01

Motion: Mr. Jason Barnes moved to accept warrants #17, & #18 as presented.

Second: Mr. Robert Kilcollins

Vote – All affirmative

X Other –

Chief Shawn Newell – Mr. Edward Dubie was hired to fill the full time position in the police department. He was in the military for eight years, former MP, he has over 16 years in law enforcement experience and he comes highly qualified.

One of things that Shawn really enjoys is public relations and getting out there and talking with the community. One of the things that is happening throughout the country is “Coffee with a Cop”, it is happening over 49 States and we don’t know of

any agencies up here who are doing this. What it is, no agenda, no speeches, just a chance to talk and ask questions. It is an opportunity for the community to meet their officers. Foster's Subway has graciously allowed the police department to use their facility for this program and we will be starting on March 24th, starting off we will be doing this every two weeks, it is adjustable.

Other comments regarding the ATV club:

David Ossie - If we have a club we need to stick with the rules and guidelines or it is not going to work. We should use the old trails that we have utilized, make them up to date and appropriate and show the town that we mean business.

The President of the Star City ATV Club stated that he is supportive of the Fort Club getting started again, they need a place to ride.

They have been working really hard on re-doing the by-laws, making things stricter. We want people to respect people's property. Also asked the Council to put into place a program to educate our youth on ATV safety.

XI Executive Session - None

XII. Adjournment –

Motion: Mr. Robert Kilcollins moved to adjourn at 6:39 PM.

Second: Mr. Jason Barnes

Vote – All affirmative

Respectfully submitted,

Council Secretary
Rebecca J. Hersey