

Fort Fairfield Town Council Monthly Meeting
Council Chambers
Wednesday, February 15, 2017
6:00 P.M.

- I. Roll Call
- II. Prayer
- III. Pledge to the Flag
- IV. Public Comment Period
- V. Correspondence and Reports
 - A. Recognition of Former Library Board of Trustees Member
 - B. Licenses/Permits
 - C. Financial Report
 - D. Tri-Community Landfill Report
 - E. Update on the Maine Volunteer Fire Assistance Program
- VI. Old Business
- VII. New Business
 - A. Pioneer Wireless Pole Permit
 - B. Community Bandstand
- VIII. Minutes of the January 18, 2017 Regular Council Meeting
- IX. Warrants: #15; \$79,841.30 #16; \$115,779.97
- X. Other
- XI. Manager's Report
- XII. Executive Session
 - A. MRSA 405(6)(F)
- XIII. Adjournment



MEMORANDUM

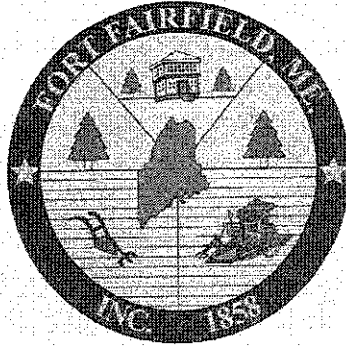
January 23, 2017

To: Town Council

From: Rebecca Hersey, Town Clerk

Subject: Recognition of Former Library Board of Trustee

Mr. Carl Young served on the Town's Library Board of Trustees from December 16, 2015 to December 21, 2016. In recognition of his service to the Town, the Town Council will present a certificate of appreciation to Mr. Young during the February 15, 2017 Town Council meeting.



MEMORANDUM

February 06, 2017

To: Town Manager and Town Council
From: Rebecca Hersey, Town Clerk
Subject: Licenses and Permits

As of February 15, 2017 we received one License and Permit application from the Fort Fairfield Lions Club.



MEMORANDUM

February 09, 2017

To: Town Council
From: James Risner, Town Manager
Subject: Financial Report

Excise collections as of January 31 are \$340,816.60. This is 61.97% of the budgeted amount, which is above the 58.33% budget projection.

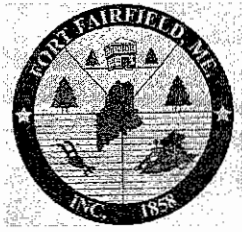
We received State Revenue Sharing on January 23 in the amount of \$18,274.28. This is \$451 above our monthly budget. Year to date State Revenue Sharing is \$755 below our budgeted year to date.

Expenses as of January 31 are at 60.57% which is 2.24% above the budgeted amount. Overall, I do not anticipate any issues with expenses.

We received payment in lieu of taxes from Fort Fairfield Housing Authority on January 20 in the amount of \$13,979.39. This is \$4,129.39 (41.92%) over our budget.

Cash flow is good. We have a balance of \$118,105.08 in checking and \$400,000 in savings. Our TAN still a zero balance. Last year on the same date, we had \$484,217.75 in checking; zero in savings and TAN had a zero balance.

Our 45 day foreclosure notices were mailed on January 20. We sent 44 notices to property owners for 2014 taxes compared to 66 notices last year for 2013 taxes. The total unpaid taxes for 2014 was \$31,355.80 compared to \$36,903.37 for 2013.



MEMORANDUM

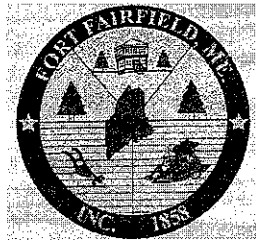
February 6, 2017

To: Town Council and Town Manager
From: Vince Baldwin, Fire Chief
Subject: State of Maine Volunteers Firefighters Assistance Grant

Background: The Fire Department applied for a matching grant from the Volunteers Firefighters Assistance (VFA) program for a portable fire pump, pager and radios. The communications part (radios and pager) was not funded. The fire department has been awarded money for the portable pump.

Discussion: The awarded amount was less than applied for due to the lack of funding for the entire program. Keeping our taxpayers in mind I have re-analyzed our needs for the pump and have determined a smaller pump will meet our needs. Though the pump flows less gallons per minute we still will be able to complete the tasks we need to accomplish and still do it safely.

Recommendation: For information only.



MEMORANDUM

February 6, 2017

To: Town Council and Town Manager

From: Tim Goff, Marketing and Economic Development Director

Subject: Fiber to the Home Project Application for Pole Location and Project Update

Background: The Town of Fort Fairfield has been working in partnership with Pioneer Broadband to expand high-speed Internet access in rural, underserved sections of our community. The Town and Pioneer Broadband submitted a grant application to the ConnectME Authority to construct a fiber to the home project to serve residents and businesses along sections of Presque Isle Road, Houlton Road and Maple Grove Road. ConnectME Authority awarded nearly \$200,000 to Pioneer Broadband for the project. Construction of this project began in the fall of 2016.

Discussion: As part of this construction project, Pioneer Broadband has applied for permission to locate a utility pole and cables in the Town's right-of-way near the intersection of Maple Grove Road and Houlton Road (Route 1A). The utility pole is necessary for Pioneer Broadband to construct an electronics cabinet which would house equipment used to provide Internet service to the area. The cabinet cannot be attached to the existing poles in this area as Emera Maine and Time Warner Cable do not allow this type of equipment to be attached to their utility poles.

The wire which the fiber is attached to has been strung throughout the project area. The fiber optics, which carries the broadband service, will soon be installed. Once permission is granted by the Town Council, Pioneer Broadband will install the pole and the electronics which power the project, with the goal of having the service ready for customers later this spring.

Recommendation: Council approve Pioneer Broadband's application for pole location.

APPLICATION FOR POLE LOCATIONS

Fort Fairfield, Maine

To the Board of Councilmen
of Fort Fairfield, Maine

PIONEER WIRELESS, INC. (d/b/a PIONEER BROADBAND) respectfully requests permission for a location for poles and cables and wires thereon, including the necessary sustaining, supporting and protecting fixtures in, along, upon and across the following named public streets and highways:

IN THE TOWN OF FORT FAIRFIELD:

Route 163, approximately 190' west of Route 1A... (1) – Utility Poles and (2) Guy Supports

THIS APPLICATION IS BEING SUBMITTED WITHOUT PUBLIC NOTICE BY PUBLICATION

Said poles to be erected substantially in accordance with the plan filed herewith marked PIONEER BROADBAND PLAN No. **PIO-201704742-1** dated January 24, 2017 and shall be of wood or other suitable material, and the cables and wires shall be at the height of not less than 18 feet from the ground at highway crossings and not less than 15 feet from the ground elsewhere for electric cables and wires, and (or) not less than 8 feet elsewhere for telephone cables and wires. All cables and wires to be maintained in accordance with standards of the National Electrical Safety Code.

PIONEER WIRELESS, INC.

By 

CEO

PERMIT FOR POLE LOCATIONS

In Board of Councilmen

Fort Fairfield, Maine

ORDERED: That PIONEER WIRELESS, INC. (d/b/a PIONEER BROADBAND) be and is hereby authorized and permitted to erect and maintain poles and cables and wires to be placed thereon, together with such sustaining, supporting, and protecting fixtures as said Company may deem requisite, in, along, upon and across the public streets and highways of said Town as hereinafter designated, as requested in application of said Company dated January 24, 2017.

All construction under this permit shall be in accordance with the following specifications: The poles shall be located between the vehicular traveled section of the way and the limits of the highway, shall be set firmly in the ground, substantially at locations indicated upon the plan marked PIONEER BROADBAND PLAN No. **PIO-201704742-1** dated January 24, 2017 filed with said application, and shall be of wood or other suitable material, and the cables and wires shall be run at the height of not less than 18 feet from the ground at highway crossings and not less than 15 feet from the ground elsewhere for electric cables and wires and/or not less than 8 feet elsewhere telephone cables and wires. All cables and wires to be maintained in accordance with standards of the National Electrical Safety Code. Following are the public streets and highways above referred to:

Route 163, approximately 190' west of Route 1A... (1) – Utility Poles and (2) Guy Supports

THIS APPLICATION IS BEING SUBMITTED WITHOUT PUBLIC NOTICE BY PUBLICATION

It is further adjudged and voted that satisfactory proof of validity of the applicant's notice or procedures required by statute has been given upon the application of said Company to erect poles with the cables and wires thereon in, along, upon and across the public streets and highways of Fort Fairfield, Maine, designated by this permit.

BOARD OF COUNCILMEN, FORT FAIRFIELD, MAINE

PERMIT GRANTED

_____, 20__

This permit is recorded in the Records of the _____ of _____,

Book _____, Page _____

Clerk

Municipality: Fort Fairfield, Maine

PLAN FOR:

Utility Pole Locations

Type of Installation Proposed: (1) 35' utility pole

Expected Construction Schedule:

Start:

2/15/2017

Completion:

2/15/2017

GPS Coordinates:

Decimal Degrees

Latitude

Longitude

Starting Point:

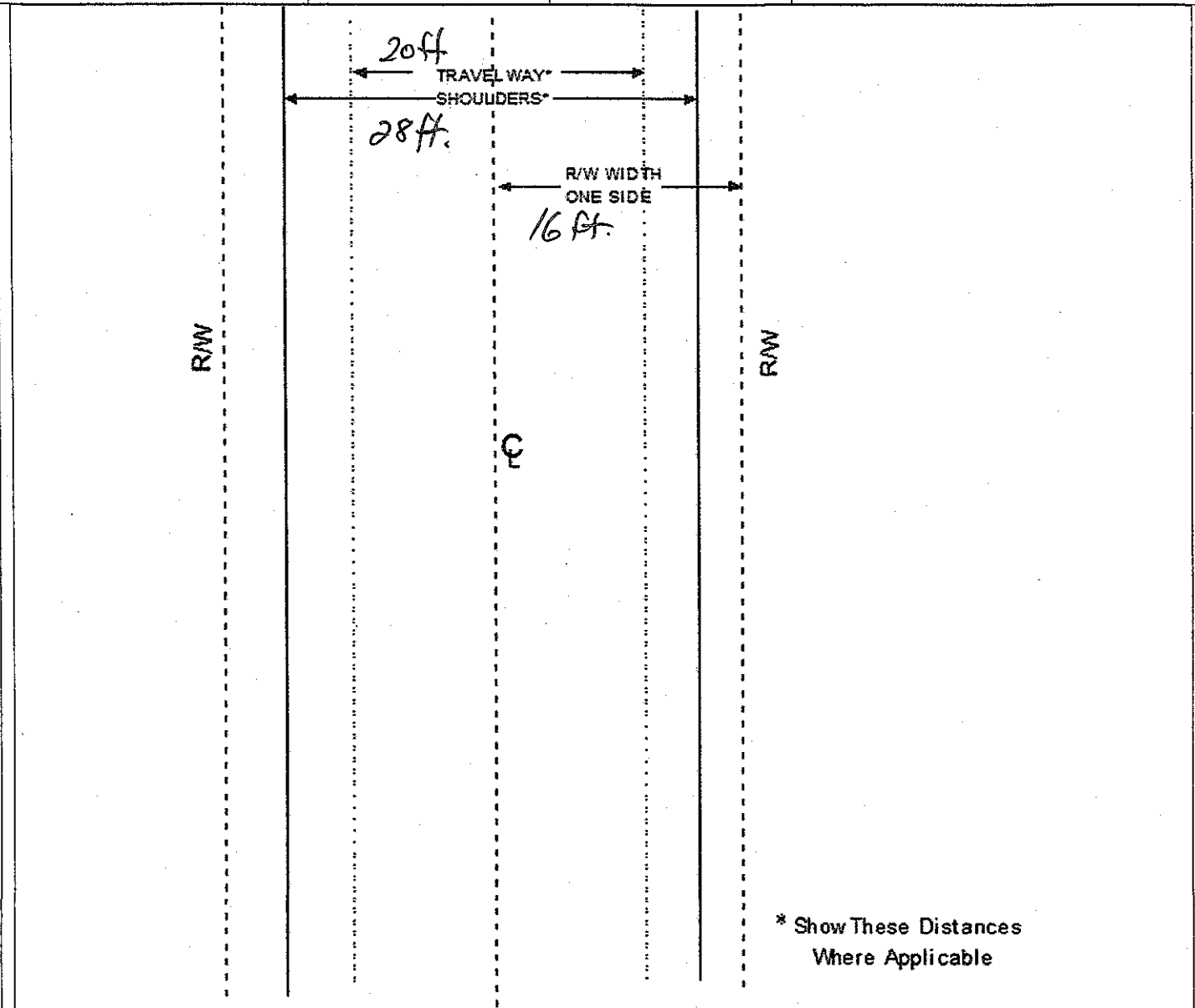
46.71917

-67.87062

Ending Point:

46.71917

-67.87062



Primary Contact Information:

Name: Tim McAfee

Phone: (207)521-5761

Cell: (207)538-5306

Address: 37 North Street

Email: engineering@pioneerbroadband.net

Town: Houlton

State: Maine

ZIP 04730



MEMORANDUM

February 10, 2017

To: Town Council
From: James Risner, Town Manager
Subject: Community Bandstand

Background: The Town's Community Bandstand collapsed just before 2:00 a.m. on Thursday, January 5. A contributing factor to the collapse was the snow load on the Bandstand's roof.

Discussion: Mr. Hanson, Director of Public Works, has researched companies that build structures that replicate the size and design of the Community Bandstand. Fifthroom is the only company that he has found that will build a structure like the Community Bandstand. Information on two structures from Fifthroom is attached. Assembly of the structure will need to be done by a local contractor.

Fifthroom needs a three month lead to build the structure. An order should be placed no later than the 1st week of March if we want to have the new Community Bandstand in place for the 70th Maine Potato Blossom Festival, July 8 – 16.

Recommendation: That Town Council authorize the Town Manager order a structure from Fifthroom if all the Town's specifications can be met.

Welcome to our Award Winning Design Wizard

Landscape Structures delivered in easy to assemble kits or fully assembled* | We ship anywhere

*Not all products can only fully assembled kits for details

Choose Options for your Pavilion

Scroll through the options below, pricing will update instantly.

1. Select Roofing
(Click "Details" for Larger Image and Description)

No Shingles [incl.] Details

30 Year Shingle Roofing [+(\$4,729) Details]

26 Gauge Metal Roofing [+(\$16,389) Details]

2. Select Steel Frame
(Click "Details" for Larger Image and Description)

Tube Steel Frame, Pre-Primed [incl.] Details

Powder Coated Tube Steel Frame [+(\$4,839) Details]

3. Select Stain Option
(Click "Details" for Larger Image and Description)

Unstained [incl.] Details

Factory Stain (Deck/Fascia) [+(\$69) Details]

Add Optional Benches [Details]

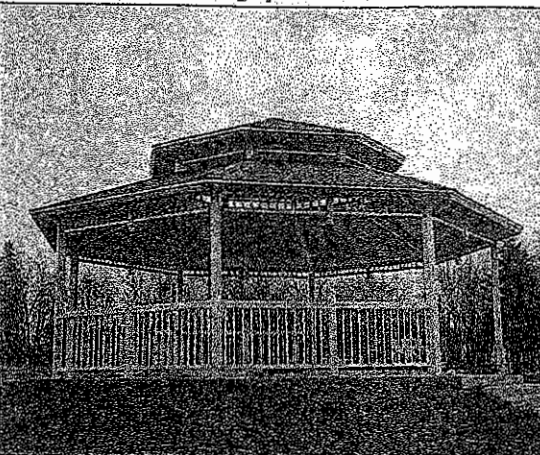
Help Center

[Payment Options](#) [Savannah Specs](#)

[Orchard Specs](#) [Charleston Specs](#)

[Victory Specs](#) [Forestview Specs](#)

Click image below to enlarge your Pavilion



40' x 40' Steel Frame Santa Fe Octagon Pavilion w/Double Roof

30' x 30' Steel Frame Santa Fe Octagon Double Roof Pavilion Shown w/Asphalt Shingles, 4 Railing Sections and Paint Provided by Customer

[Save Design](#) [My Designs](#) [Photo Gallery](#) [Email Design](#) [Custom Design](#)

The next step is to fill in the fields below:

Email Address: [Privacy Policy](#)

First Name: Last Name:

Phone Number: Zip Code:

Est. Purchase Time Frame:

Best Time to Call, Additional Requests, Comments, etc...

Keep me informed about new offers & news

Once you request a shipping quote a project advisor will contact you within 24 hours.

Speak to a Project Advisor: 1-888-293-2339
Mon-Fri: 8AM-7PM | Sat: 10AM-3PM EST
Personal Information will not be shared

Summary

Quick Change Wizard

Size:

Material:

Roof:

Style:

Item #: [SLFOCT402T-04]
Base Price: \$53,699

Included Options
 Base Features
 Base Specifications

Price with Selected Options
(Not including sales/promotions)

\$53,699

[Printable Summary](#)

[Request Spec Drawings](#)

[Need more Customizations?](#)

- [15 Reviews]
[Read Reviews](#)

1-888-293-2339
Mon-Fri: 8AM-7PM EST
Sat: 10AM-3PM EST

[Live Chat](#)
Chat Now

[Email Us](#)
Answers in 24 hours

Product Reviews

1 - 5 of 15 Reviews

10 out of 17 found this review to be helpful!

10X 12 VINYL RAMADA

By RICHTIE from NEW JERSEY on 2/28/2016

this was every thing they said it was easy to build with very little help

Service and Delivery Comments:
the service department was very help full when i need some advice

Was this review helpful? [Yes](#) | [No](#)



Welcome to our Award Winning Design Wizard

Landscape Structures delivered in easy to assemble kits or fully assembled! We ship anywhere

*Not all products can ship fully assembled, call for details

Choose Options for your Pavilion

↓ Scroll through the options below, pricing will update instantly. ↓

1. Select Steel Frame
(Click "Details" for Larger Image and Description)

Tube Steel Frame, Pre Primed [Incl.] Details

Powder Coated Tube Steel Frame [+(\$4,399)] Details

2. Select Roof Color
(Click "Details" for Larger Image and Description)

Autumn Red Roof [Incl.] Details

Charcoal Roof [Incl.] Details

Evergreen Roof [Incl.] Details

Ivory Roof [Incl.] Details

Regal White Roof [Incl.] Details

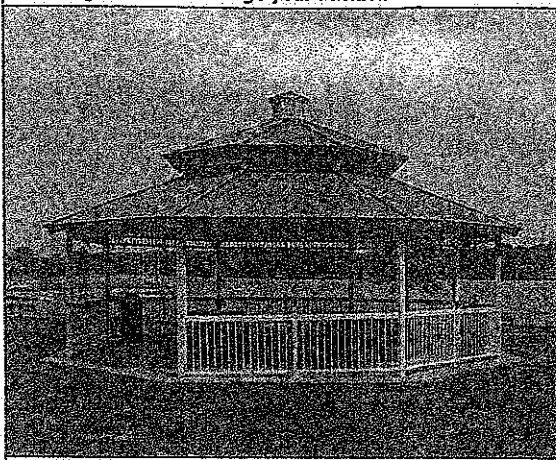
Roman Blue Roof [Incl.] Details

3. Select Cupola
(Click "Details" for Larger Image and Description)

Help Center

[Payment Options](#) [Savannah Specs](#)
[Orchard Specs](#) [Charleston Specs](#)
[Victory Specs](#) [Forestview Specs](#)

Click image below to enlarge your Pavilion



36' x 36' All Steel Santa Fe Octagon Pavilion w/Double Roof

36' x 36' All Steel Santa Fe Octagon Double Roof Pavilion Shown w/Powder Coated Steel Frame and 7 Railing Sections, Tables Not Included

[Save Design](#) [My Designs](#) [Photo Gallery](#) [Email Design](#) [Custom Design](#)

The next step is to fill in the fields below:

Email Address: [Privacy Policy](#)

First Name: Last Name:

Phone Number: Zip Code:

Est. Purchase Time Frame:

Best Time to Call, Additional Requests, Comments, etc...

Keep me informed about new offers & news

Once you request a shipping quote a project advisor will contact you within 24 hours.

Speak to a Project Advisor: 1-888-293-2339
Mon-Fri: 8AM-7PM | Sat: 10AM-3PM EST
Personal Information will not be shared

Summary

Quick Change Wizard

Size:

Material:

Roof:

Style:

Item #: [ASOCT362T-04]
Base Price: \$55,199

Included Options
 Base Features
 Base Specifications

Price with Selected Options
(Not including sales/promotions)


\$55,199


[Printable Summary](#)


[Request Spec Drawings](#)

[Need more Customizations?](#)

- [15 Reviews]
[Read Reviews](#)

 1-888-293-2339
Mon-Fri: 8AM-7PM EST
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 [Live Chat](#)
Chat Now

 [Email Us](#)
Answers in 24 hours

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10 out of 17 found this review to be helpful!

10X 12 VINYL RAMADA
By RICHIE from NEW JERSEY on 2/28/2016

this was every thing they said it was easy to build with very little help

Service and Delivery Comments:
the service department was very help full when i need some advice

Was this review helpful? [Yes](#) | [No](#)



Fort Fairfield Town Council Meeting Minutes
Council Chambers
Wednesday, January 18, 2017
6:00 P.M.

Councilors: Jason Barnes Mitchell Butler, Melissa Libby, John Herold and Scott Smith
Staff: Billie Jo Sharpe, James Risner, Tony Levesque, Tim Goff, Ella Leighton, Darren Hanson, Shawn Newell
Citizens: Two, including media

- I. Roll Call – Billie Jo Sharpe asked that the record reflects 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. Election of Chairperson - Current Chairperson: Mr. David McCrea

Motion: Mr. Herold moved to appoint Mr. Barnes as Chairperson.

Second: Mr. Butler

Vote – All Affirmative

- V. Public Comment Period –There were no public comments.

- VI. Appointments

- A. Tri Community Landfill: Mr. James Risner – In accordance with the TCL Interlocal Solid Waste Agreement, the Town of Fort Fairfield has one director and one alternate director on the TCL Board of Directors who is appointed annually by the municipal officers. Historically, the director has been a Town citizen and the alternate director has been the town manager. Mr. Stev Rogeski is the Town's current member on the Board and he has been a TCL Board member for 11 years. He is extremely knowledgeable about the TCL operations and I believe is an excellent Town member on the Board.

Motion: Mr. Herold moved to re-appoint Mr. Stev Rogeski to the Tri Community Landfill Board with Mr. Risner as an alternate director.

Second: Mr. Butler

Vote – All Affirmative

- B. Finance Committee: Current members: Mr. John Herold and Mr. Scott Smith; Mr. Robert Kilcollins was a member. Current alternate members: Mr. Jason Barnes; Mr. David McCrea was an alternate.

Mr. Herold asked to remain as did Mr. Smith, and Mr. Butler asked to be on the Finance Committee with Mr. Barnes and Mrs. Libby to serve as Alternates.

- C. Chamber of Commerce Board of Directors: Current member: Mr. Jason Barnes and current alternate: Mr. Scott Smith.

Mr. Barnes wished to remain on the Board along with Mr. Smith serving as an alternate.

- VII. Scheduling of regular Council Meetings: Currently – Third Wednesday of Month at 6:00 PM.

Council agreed to keep with prior practice and keep the current schedule of the third Wednesday of every month at 6:00 PM.

Correspondence and Reports

- A. Licenses / Permits- Ms. Hersey- We received one renewal Liquor License application from the Frontier Fish and Game Club.
- B. Financial Report – Mr. Risner – The Town's Real Estate and Personal Property tax collections through December 31st were at \$1,087,721.84 compared to \$977,679.61 for the same time period in 2015. Excise tax collections as of December 31 are \$313,709.10, which is 57.04% of the budgeted amount. State revenue sharing as of December 31 is \$105,732.84, which is 49.44% of the budgeted amount. Our expenses as of December 31 are at 53.09% of the budgeted amount. Cash flow is good after completion of Warrant #14. As of today, a transfer of \$200,000 was made from the checking account into the savings account making the checking account balance \$94,161.16 and \$200,000 in savings and the TAN paid off on January 9.
- C. Tri-Community Landfill Report – Mr. Rogeski stated that at the last meeting on November 18, 2016 the revised personnel policy was approved. The 2017 budget was also approved and the Landfill will not have to raise their rates this year.

Jason asked about Capital Improvements and how the Landfill is with their equipment at this time. Stev noted they have reserve account funds for equipment and that most all of their equipment is currently up to date and functioning well. Mr. Rogeski also noted that the compactor that needed replacement was rebuilt to save money and it looks like they will get the full five years out of that which will put them somewhat ahead with equipment purchasing. Still working with Presque Isle and will hopefully hear something in the next few months.

- D. Community Bandstand – Mr. James Risner – The Town’s Community Bandstand collapsed just before 2:00 am on Thursday, January 5th. A contributing factor to the collapse was the snow load on the roof. The Town has insurance coverage on the Bandstand and we are working with the insurance carrier. We are receiving estimates for removal of the collapsed bandstand. The cupola and wind vane were recovered undamaged, by Public Works and are stored at Public Works. Mike Greenlaw of Greenlaw Electric has offered to donate all the electrical work, to include materials and labor. Kevin Pelletier of K-Pel Industrial Services, Inc. has offered to help where he can. All efforts will be made to have the Community Bandstand in place for the 70th Maine Potato Blossom Festival.

VIII. Old Business

- A. Morse Road Speed Limit – Mr. James Risner – Received an update from Mr. DeMerchant on January 3rd. He recommended that the speed be posted at 25 mph. His recommendation has been approved by the State Traffic Engineer, Director of Maintenance and Operations, State Police and Commissioner of Transportation (copy attached). Public Works will install speed limit signs as soon as the weather permits.

IX. New Business

- A. Proclamation 17-01 – Mr. Risner – Mr. Timothy Goff received an email from Janet Behnke, daughter of Roberta (Grant) Holland. She stated that her mom is going to be 100 years old on January 31, 2017. Ms. Holland was a longtime resident of Fort Fairfield and was the co-owner of Holland Real Estate in Fort Fairfield for many years. She currently lives at Leisure Village Assisted Living in Presque Isle. Ms. Behnke would like to know if the Town would be able to acknowledge and celebrate her mom’s 100th birthday. Ms. Behnke is unable to bring her mom to the January 18th Council Meeting, but will be traveling to Presque Isle the weekend of the 28th.

Mr. Tim Goff read the Proclamation.

Motion: Mr. Butler moved to approved signing Proclamation 17-01 honoring Ms. Holland and proclaiming January 31, 2017 as Roberta (Grant) Holland Day and instructed staff to mail the Proclamation to Ms. Behnke for presentation to her mom.

Second: Mr. Herold

Vote – All affirmative

- B. Economic Development Board Position- Mr. James Risner –Ms. Edith Helstrom was appointed by Town Council at their December 16, 2015 Council meeting. Ms. Helstrom’s term expired on December 16, 2016 and she would like to remain on the Board.

Mr. Barnes wished to add that Ms. Helstrom has been an active and involved member of this group.

Motion: Mr. Butler moved to approve the three year term of Ms. Edith Helstrom with the new term expiration date of June 30, 2020.

Second: Mr. Smith

Vote – All affirmative

- C. Firefighter Gear – Mr. James Risner- Background: The Fire Department has a volunteer firefighter going to a Firefighting 1 and 2 training course. Chief Baldwin was recently informed from the lead instructor that one of the firefighter’s protective firefighting gear did not pass inspection. We do not have the proper size protective gear for the firefighter. This protective firefighting gear is essential to a firefighter’s safety in a fire and on the fire scene, as well as their continued training in the Firefighting 1 and 2 training course. The cost to purchase protective gear for the firefighter is \$2,200. There is \$500 in Clothing/Uniforms (E 01-06-05-10) that can be used. I would like to use \$1,700 from the Fire Department Reserve account (G 1-3020-00) to pay the remainder of the cost. There is currently \$13,435.44 in the Reserve account. On January 17th, Mr. Risner received an e-mail from Scott Folsbee, Facility Manager at ReEnergy Fort Fairfield. It stated that he would like to donate \$2,000.00 to the Fire Department in appreciation of the great service and hard work the Fort Fairfield Fire Department has provided to ReEnergy. Acceptance of this donation will allow the department to use only \$200.00 from the Clothing/Uniforms account and nothing from the Reserve Account.

Motion: Mr. Butler moved to authorize the Town Manager to accept the \$2,000.00 donation from ReEnergy for the purchase of the protective gear.

Second: Mr. Smith

Vote – All affirmative

- D. Highway Safety Grant – Mr. James Risner – The Maine Bureau of Highway Safety has selected the Fort Fairfield Police Department to participate in the 2017 Speed Enforcement and Equipment (Municipal and County) Grant. The purpose of the grant is to reduce speed-related crashes, fatalities and injuries. The maximum amount of grant funds available to Fort Fairfield is \$4,170.68 with the option to be reimbursed up to \$2,000 for the purchase of a new radar unit, for a total possible grant award of \$6,170.68. The grant requires a match of \$1,542.67 from the Town. The grant money is to be used for 2017 Speed enforcement (salary and benefits) and purchase of a new radar unit. The Police

Department is in need of a new radar unit, which costs \$1,951. The grant application is due to the Bureau of Highway Safety by February 1, 2017.

Motion: Mr. Butler moved to authorize the Town Manager to use up to \$1,550 from the Police Department Reserve account (G 1-3050-00) for the grant's cash match requirement.

Second: Mr. Smith

Vote – All affirmative

E. Adoption of Fort Fairfield Utilities District Income Survey – Mr. Jim Risner - The Fort Fairfield Utilities District (FFUD) had Northern Maine Development Commission complete an income survey in order to prove eligibility for a Community Development Block Grant (CDBG). If awarded, the CDBG funds will be used to replace an existing septic sewer system treatment plant. The Town of Fort Fairfield will administer the CDBG if it is awarded to the FFUD, and therefore the Town Council needs to adopt the Income Survey.

Motion: Mr. Butler moved to approve that the Town Council signs the Income Survey Adoption.

Second: Mr. Smith

Vote – All affirmative

XI Minutes: Council Meeting December 21, 2016

Motion: Mr. Herold moved to approve Minutes of December 21, 2016 Council Meeting Minutes as presented.

Second: Mr. Smith

Vote – All affirmative

XII Warrants: #13 - \$59,791.26 and #14- \$429,555.77

Motion: Mr. Butler moved to accept warrants #13 & #14 as presented.

Second: Mr. Herold

Vote – All affirmative

XII Other – None

XIV. Manager's Report - Mr. James Risner submitted this to the Council for information purposes only.

XIV Executive Session

Motion: Mr. Butler moved to go into Executive Session at 6:25 PM to discuss

1 MRSA 405 (6) (A) - Consideration of Appointments to the Library Board of Trustees

Second: Mr. Herold

Vote – All affirmative

Motion: Mr. Herold moved to come out of executive session at 6:36 PM

Second: Mr. Butler

Vote – All affirmative

Motion: Mr. Butler moved to appoint Mr. Shawn Newell to the Library Board of Trustees.

Second: Mr. Herold

Vote – All affirmative

XV Adjournment

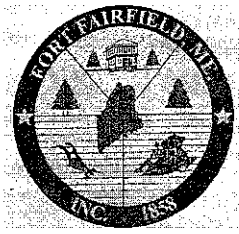
Motion: Mr. Butler moved to adjourn at 6:39 PM.

Second: Mr. Herold

Vote – All affirmative

Respectfully submitted,

Billie Jo Sharpe
Deputy Clerk



February 9, 2017

To: Town Council
From: James Risner, Town Manager
Subject: Manager's Report

Public Safety

■ Police

- Chief Newell is currently working with ACAP on a program that will benefit our senior citizens, called Assurance Service for Homebound Seniors. It's a daily check in for senior citizens who are homebound. This will be done by volunteers and/or police staff.

■ Fire

- The volunteers had their annual supper at Boondocks. It was well attended. Awards were given out for years of service.
 - Dale Beaulieu – 30 years
 - Randy Parady – 15 years
 - Dale McCarty – 5 years
 - Ben Sturgeon – 5 years
- Chief Baldwin has been appointed the town fire warden by the State of Maine Forestry Service.
- Timothy Browning joined the fire department.

Public Works

- Working on fire rating the front storage room at the community center.
- Continues to clear town roads and streets from snow and ice.

Recreation Department

- Current recreation programs and activities include: Youth Learn to Ski Program for grades 2-6; Youth Ski Rental Program for grades 2-8; Indoor Skating at the Forum for all ages; Hot Shot Basketball for ages 9-18; Co-ed Volleyball for ages 16 and over; grades 1-3 boys basketball league; grades 1-3 girls basketball program; grades 4-6 co-ed basketball league; grades 4-6 boys travel basketball team; grades 5-6 girls travel basketball team; grades 3-4 boys AYBL team; and grades 7-8 girls AYBL team.

- Upcoming events and activities include: grades 2-3 indoor soccer; grades 4-5 indoor soccer; grades 6-8 indoor soccer; trip to the Caribou Theater; trip to the Forum for skating; trip to Big Rock for tubing; and trip to Limestone for swimming.

Library

- We had 15 people for the Cary Healthy You Program held on January 14th.

Administration

■ Mr. Goff

- Attended the Empower Aroostook meeting on January 26th at NMCC. At this meeting, my subcommittee presented information about a pilot program we have been working on that seeks to address the continued out-migration of youth and the impact this will have on our future workforce by better educating students and teachers about employment opportunities and careers in Aroostook County. Presque Isle High School will be implementing this program in April. I met with Fort Fairfield Principal John Kaleta and Guidance Counselor Jacquie Martin soon after this meeting and we discussed rolling the program out in Fort Fairfield. They were receptive and interested in more information, which I sent to them.
- I attended the Northeastern Workforce Development Board (NWDB) strategic planning meeting (via Zoom) on Monday, January 30th. NWDB recently launched an updated website and is working on its strategic plan as it continues to bring the five northern and eastern most counties together to address workforce issues.
- Approximately 20 people attended the first Maine Potato Blossom Festival (MPBF) Organizing Committee meeting on Tuesday, January 31st. Plans are well underway for the 70th MPBF, which will be held July 8-16 in 2017.
- Tony Levesque and I attended a meeting with Department of Economic and Community Development Commissioner George Gervais at the Central Aroostook Chamber of Commerce on Thursday, February 2nd with other town managers from throughout the County. The meeting focused on ways to improve attracting investment in the area.
- On Tuesday, February 7th, I made a presentation at the New Ventures Introduction to Self-Employment class being held at the Fort Fairfield Public Library.
- On Thursday February 9, Tony Levesque and I attended the Maine Business Forum at the University of Maine Presque Isle.
- On Friday February 10, I will be traveling to the Cross Center in Bangor to attend the day-long Envision Maine Rural Economy Summit.
- On Thursday February 16, the Town of Fort Fairfield will be hosting a meeting with Mike Edgecomb from Sewall, and other town managers to discuss the potential to negotiate our Cable Franchise Agreements as a group rather than as individual towns.

■ Mr. Levesque

- Participated in the NMDC Brownfield Steering Committee Meeting on January 25.
- Attended the Tri Community Landfill Meeting on January 27.
- Mr. Goff and I attended a meeting with Department of Economic and Community Development Commissioner George Gervais at the Central Aroostook Chamber of Commerce on Thursday, February 2nd with other town managers from throughout the County. The meeting focused on ways to improve attracting investment in the area.
- Attended the Aroostook Municipal Association Meeting on February 2.
- Participated in the Town's Planning Board Meeting on February 8.
- Will host the annual Ice-Out Planning Meeting on March 1.
- Will attend the NMDC Planning Board Workshop on March 2.