

Fort Fairfield Town Council Meeting Minutes
Council Chambers
Wednesday, July 20, 2016
6:00 P.M.

Councilors: David McCrea, Jason Barnes, John Herold, Robert Kilcollins and Scott Smith
Staff: Vincent Baldwin, Tim Goff, Darren Hansen, Rebecca Hersey, Dale Keegan, Tom Towle, and James Risner
Citizens: 14 including media

- I. Roll Call – Chair David McCrea asked that the record reflect all councilors present.
- II. Prayer – Tim Goff offered the prayer
- III. Pledge to the Flag - All in attendance pledged their allegiance to the Flag.
- IV. Public Comment- Mr. David McCrea stated how good it is to have such a good crowd at the meeting tonight.
- V. Correspondence and Reports
 - A. Presentation of Outstanding Citizenship Awards – Officer Dale Keegan –On Sunday, June 26, 2016, Fort Fairfield residents Ashley Andrews, Jay LaValley, Maryellen Kelley and Chad Kelley helped save Annete Lopez from her burning vehicle after she had been involved in a crash. They helped her exit her burning car and brought her to safety. Officer Keegan then presented them with a Fort Fairfield Police Department Outstanding Citizenship Certificate for their heroic efforts in helping save Ms. Lopez.
 - B. Licenses / Permits- Ms. Hersey – For the period of June 16, 2016 through July 20, 2016 there were four catering permits from the Paul/Lockhart VFW Post 6187. They are for July 14th through the 17th they will be doing the Beer Garden on Main Street for the Maine Potato Blossom Festival.
 - C. Financial Report – Mr. James Risner – Due to the diligence of department heads and staff, expenses are 95.95% of the budgeted amount. Revenues are 100.91% of the budgeted amount. This gives us an unaudited surplus of \$211,677 for FY 15/16. The surplus covers increases such as MSAD #20, County tax and insurance. We will have an accurate picture of our surplus in FY15/16 after our audit is completed. The audit began on July 11th and the audit team was in the Town Office on the 11th and 12th. The audit reports are expected to be issued no later than September 15. Cash flow is good with a balance of \$45,553.84 in checking and \$700,000 in savings after completion of Warrant #1.
 - D. Tri-community Landfill Report – Mr. James Risner stated that the last meeting was held on July 15th and that there wasn't anything significant to report. He also included in the Councilor's packets a copy of Tri-Community's quarterly notes.

E. 69th Maine Potato Blossom Festival Recap – Mr. Tim Goff - The 69th Maine Potato Blossom Festival hosted or held 101 events this year. A couple of new events were the Tater Tot Eating Competition, two free shows at the Francis Malcolm Science Center, The Big Give – a yard sale at the Wesleyan Church where everything was free and Love your Library Day. A few changes were made such as the Baby Bike Parade was moved to Wednesday and held at the Bandstand. Hillside located the Potato Picking Contest with the Cary Adventure Park which increased participation. He thanked the Police Department, Fire Department, the National Weather Service, Aroostook County EMA for their cooperation and coordination. He went on to thank the town staff who assisted with set-up, tear down, Public Works, Fire Department who hosted the mash potato wrestling, the Recreation department for holding so many events and Tony Levesque who helps with the fireworks to ensure a great show and the Town Manager Jim Risner who stepped up and helped oversee the town hall meeting conducted by Governor LePage. We have approximately 50 to 70 dedicated volunteers who give of their time, money and energy to make sure the festival is something Fort Fairfield can be proud of. He thanked the numerous sponsors for their financial and in-kind donations. We received tremendous media attention this year, even reaching as far as Boston. We will be holding an after action meeting to discuss what went right and what we would like to change and what we want next year's festival to be.

VI. Old Business –

A. Morse Road Speed Limit – Mr. Jim Risner received an update from Mr. DeMerchant on July 12th and they have completed the field review and will send an update once his recommendation to the Commissioner's Office is complete. The police department has increased patrols on the Morse Road and to date they have not observed any speed limit or other traffic violations.

VII. New Business

A. Maine Municipal Association Legislative Policy Committee Election – Mr. Risner – MMA is holding an election for two members of the Legislative Policy Committee, they are Martin Puckett and Paige Coville.

Motion: Mr. Robert Kilcollins moved to approve the nominations of Martin Puckett and Paige Coville for Legislative Policy Committee as presented by MMA.

Second: Mr. Jason Barnes

Vote – All affirmative

B. Maine Municipal Association Vice President and Directors Election – Mr. James Risner -MMA is holding an election for Vice President and three director positions. The deadline for receipt of this ballot is Friday, August 12, 2016. The proposed candidates are – Linda Cohen, 1 year term as Vice President, and Directors 3 year term, James Gardner, Jr., Christine Landes and Mary Sabins.

Motion: Mr. John Herold moved to approve the nomination of Linda Cohen for Vice President and James Gardner, Jr., Christine Landes and Mary Sabins as Directors.

Second: Mr. Jason Barnes

Vote – All affirmative

- C. Appointment of Fire Chief – Mr. Jim Risner – The Maine Revised Statutes, Title 30-A, §31543: Fire chiefs, states “..a fire chief shall be appointed in each municipality...”. At the March 16th Town meeting the Council appointed Director of Public Safety Shawn Newell as fire chief. Vincent Baldwin was hired as the Town’s fire chief on June 17th, he brings with him 22 years of fire service experience and he needs to be appointed by the Town Council.

Motion: Mr. Jason Barnes moved to approve the appointment of Vincent Baldwin as Fort Fairfield’s Fire Chief.

Second: Mr. John Herold

Vote – All affirmative

- D. Fort Fairfield Safety Policy – The Town’s workman’s compensation carrier is Maine Employers’ Mutual Insurance Company (MEMIC). A representative from MEMIC meets with the Town Manager on an annual basis to review safety activities. One of the recommended actions was for the Town to develop a written safety policy. In accordance with the Town Charter (§ C-21.H) and the Town Personnel Policies and Procedures Manual (Introduction), the Town Council approves Town policies.

Motion: Mr. John Herold moved to approve the Fort Fairfield Safety Policy as presented.

Second: Mr. Jason Barnes

Vote – All affirmative

- E. Goodrich Cross Road Pavement Milling Contract Award - The milling will provide a smoother travel surface and an easier surface to plow during snow season. The bids were opened at 12:01 PM on July 13th here at the Town Office. The Town received three bids with the lowest responsive and responsible bid from Aroostook Asphalt Applicators for the amount of \$7,247.50.

Motion: Mr. Jason Barnes moved to approve the Milling Contract to Aroostook Asphalt Applicators in the amount of \$7,247.50 using funds from the Road Maintenance account E 01-08-30-40.

Second: Mr. John Herold

Vote – All affirmative

- F. Fire Department Radio Base Station Insurance Claim – Mr. James Risner – The Fire Department’s radio base station located on the Center Limestone Road was destroyed by lightning on July 17th. The base station is essential for allowing fire department personnel to communicate with each other and other fire and public safety organizations. The Town’s insurance policy has a replacement cost

valuation subject to a \$1000 deductible. The Town received two quotes on replacing the equipment, the lowest being from Radio Communications Management, Inc. for \$10,582.

Motion: Mr. John Herold moved to authorize the Town Manager to pay the \$1,000.00 insurance deductible with funds from the Fire Department Reserve Account G 1-3020-00.

Second: Mr. Jason Barnes

Vote – All affirmative

VIII Minutes: June 15, 2016 Town Council Meeting

Motion: Mr. Robert Kilcollins moved to approve Minutes of June 15, 2016

Second: Mr. Jason Barnes

Vote – All affirmative

IX Warrants: #26 - \$269,962.33 and #1 - \$209,443.08

Motion: Mr. Jason Barnes moved to accept warrants #26 & #1 as presented.

Second: Mr. Robert Kilcollins

Vote – All affirmative

X Other – None

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

XII Executive Session – None

XIII. Adjournment –

Motion: Mr. Jason Barnes moved to adjourn 6:33 PM

Second: Mr. Robert Kilcollins

Vote – All affirmative

Respectfully submitted,

Council Secretary
Rebecca J. Hersey