

Fort Fairfield Town Council Meeting Minutes
Council Chambers
Wednesday, March 20, 2013
6:00 P.M.

Councilors: David McCrea, Jason Barnes, Mark Babin, Susan LeVasseur and John Herold

Staff: Mike Bosse, Bill Campbell, Mike Jalbert, Paul Durepo, and three volunteer fire fighters Mitchell Dufour, Darrel Doughty and Jessie Bell

Citizens: 3 including media

- I. Roll Call - Chair David McCrea asked that the record reflect all councilors present with the exception of Mark Babin.
- II. Prayer – Chair David McCrea offered the prayer
- III. Pledge to the Flag - All in attendance pledged their allegiance to the Flag.
- IV. Public Comment Period – Dan – Would like to send our best wishes out to Linda Sirois for a speedy recovery. Our condolences to Jon Helstrom, Greg Helstrom’s family.
- V. Correspondence and Reports
 - A. Licenses/Permits- Two liquor license for the Fort Fairfield Lions Club and the VFW and a Bingo license for the Knights of Columbus.
 - B. Financial Report – Dan – Probably the biggest issue is the consumption of diesel by Public Works due to two very expensive storms. Our normal consumption for that time period has averaged 2,000 gallons, this year we purchased 4,500 gallons and spent \$34,705.00 out of a \$90,000.00 budget. Labor overtime for the Public Works Department and the Police Department have also stretched those line items as well. Income continues on track, we will be receiving an additional \$45,000.00 this year as a payment from Tri-Community. Cash flow continues to be approximately \$200,000.00 behind this time last year and when you combine this with expenses of the clinic we have \$500,000.00 less in cash than last year. We will be receiving \$212,000.00 from Pines once the building is complete, sometime in May. With an additional \$247,000.00 from the Developer’s fee on the senior citizens project. This will be divided between three different payments from this August to April 2014.
 - C. Tri-Community Landfill Report – Stev – The board met on Friday the 15th, we went over our distribution from the land fill to the owner communities. The board works really well with Mark. We were surprised with a visit for a safety inspection, they seem to always find something. They found some small infractions; Mark will get the final report sometime next week and let us know. We have gone through some staffing changes over the last couple of months. We have had some new people come on board that are really doing a great job. A while back we had a problem with some pilferage

from a landfill employee. New procedures have been put in place to prevent that from happening in the future. We are going to have some cameras installed out side and inside the buildings where people are working with money. Going out to bid for a new compactor, trying to decide if we want to rebuild the one we have or buy a new one.

- D. Police Department Report – Bill – We are going to implement a new system as it pertains to motor vehicle crash reports. Our system now we have what is called the Maine Crash Reporting System. The officers take the information at the scene, bring it back to the station, enter that information into the program then the supervisor approves it then it is sent to the State. Then insurance companies will send us request for the accident report for their customers. Its time consuming to find some of those reports especially if it's been a couple of months. There is a company that is called crash report.com. Bill met one of the representatives at the Chiefs meeting and he is a retired State Trooper. They run a company that once we have entered our reports on the system they can access those reports and take care of those requests from the insurance companies and handle the money and quarterly they would send us a check. There is no charge for this service, they will retain a percentage of the fee we charge for the crash reports. Beginning May 2nd through June 2nd we will be involved in a seat belt program called "Click it or Ticket". We will be provided with up to \$2,000.00 for overtime monies. They may also be providing us with a radar detector. The current stone garden we are working with will be ending April 16th. A new stone garden will open May 1st, will be give us approximately \$5,000.00 to fund overtime. We are still participating in the OUI enforcement details, this will run the remainder of this year. April 27th, from 10 am to 2 pm we will be having a National Drug take back gathering. Last year on September 27th state wide law enforcement agencies through the DEA took in 13,980 lbs of unused medication.
- E. Chamber/Quality of Place Council Report – Mike – The Quality of Place Council has met twice since the last council meeting to discuss the CGH building. The Agri Business Trade Fair is going well. We are having a few educational sessions on Saturday. There will be one session on Spray certification for any farmers that need to be certified. The schedule will be in the paper.
- F. Update on Letter to Citizens – Dan – This letter was mailed out Tuesday, 19th to all tax payers. It was also mailed out to legislature. We are hoping that people take this seriously and can give us some ideas.
- G. Update FY 13/14 Budget & Budget Schedule – In the draft budget the state revenue sharing has been reduce by \$20,000.00, this is just a guess and could be worse. We have reduced one employee at Public Works and ½

employee in Administration, increased payroll by 2%, which equates to approximately \$21,000.00 and a health insurance increase of only 2.14%. We have decreased our overall expenses by \$47,716.00 and show a deficit of \$20,336.00 that would need to be made up from an increase in the mil rate from 23 to 23.14. We will be meeting with the Department Heads on April 3rd to go over the individual budgets.

- H. Update on Senior Citizen Housing – Maine State Housing is paying close attention to the progress. Tim Roux is doing a great job. We opened bids in July and started construction in October.
- I. Update on Clinic Project – We will have reached our maximum out of pocket exposure next month. We should see this deficit substantially reduced over the next six months starting with Pines payment of \$212,000.00 in May. The contractor plans on being out of the building at the end of this month. We are in hopes of having the paving and sidewalks completed by the end of May. Pines will be setting up their practice in May with an anticipated start date of June 1st. The open house and dedication is scheduled for June 21st.
- J. Update on Posted Roads Letter to Farmers – The roads were posted on March 11th and on March 4th the attached letter was mailed to the growers who farm our community.
- K. We need to negotiate the Police Department’s contract (union) and need a councilor to join the team. John Herold agreed to serve along side of Dan and Chief Campbell. Will meet the afternoon of May 1st and morning of May 2nd.

VI. Old Business – NONE

VII. New Business –

- A. Approve Proclamation #13-01 Community Development Week – Each year we acknowledge the value of the community development block grant program which has been used very successfully in our community.

Motion: Susan LeVasseur moved to approve Proclamation #13-01 Community Development Week.

Second: Jason Barnes

Vote – All affirmative

- B. Introduce Ordinance #13-02 to Enter into a Land Lease Agreement – North Star Towner and Communications are looking to put up 4 – 6 communication towers in Fort Fairfield for the purpose of providing high

speed internet access to our citizens. They are requesting permission to erect a tower at our Center Limestone Road property where Aroostook Technology currently has a tower.

Motion: Susan LeVasseur Introduce Ordinance #13-02 to enter into a Land Lease Agreement with North Star Tower and Communications

- C. Introduce Ordinance #13-03 to Transfer Property to Fish & Game Club – In 1960 the Fish & Game Club deeded property owned at Monson Pond to the Town of Fort Fairfield for the purpose of developing and maintaining Kipp Park. Since that time this picnic area has fallen into disrepair and is no longer maintained by the Town. The Fish & Game Club would like to have the property deeded back.

Motion: John Herold Introduce Ordinance #13-03 to transfer property back to the Fish & Game Club

VIII. Minutes: February 20, 2013-

Motion: Susan LeVasseur moved to approve Minutes of February 20, 2013 as written.

Second: Jason Barnes

Vote – All affirmative

IX Warrants: #18 - \$302,447.97; #19- \$626,657.70

Motion: John Herold moved to accept warrant #18 & #19 as presented.

Second: Jason Barnes

Vote – All affirmative

X. Other – NONE

XI Executive Session - Moved into Executive Session at 6:51 PM

1MRSA 405(6) (A) Personnel Matter

1MRSA 405 (6) © Economic Development

Came out of executive session at 8:42

Jason: Motion to decline offer made by Willis Adams to pay back taxes over time and return property to him. Seconded by John—AIF

Sue: Motion to demolish Village Restaurant and for town to retain property for future possible development.

Seconded by John—AIF

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Sue: Motion for Town Manager to schedule to meet with CEO at TAMC for discussion on best way to transfer CGH property ownership to TOFF.
Seconded by John AIF

Sue: Motion to approve memorandum of agreement with Michael Bosse to transition to town manager position over next 9 months and assume that position January 1, 2014.
Seconded by Jason AIF.

Move to Adjourned by Jason at 8:50 seconded by John - AIF

Respectfully submitted,

Council Secretary
Rebecca J. Hersey