

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

Councilors: David McCrea, Jason Barnes, Scott Smith, John Herold and Robert Kilcollins
Staff: Bill Campbell, Darren Hanson, Tony Levesque, Tim Goff, Ella Leighton, Jeff Leighton, Darryl Doughty, Matt McPherson, Mitch Dufour and Cody Fenderson
Citizens: 15 including media

- I. Roll Call - Chair Jason Barnes 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. Election of Chairperson - Current Chairperson: Jason Barnes

Mr. John Herold moved to appoint Mr. David McCrea as Chairperson.
Vote – All Affirmative

- V. Public Comment Period - None

VI. Appointments

- A. Tri Community Landfill: Currently Stev Rogeski - Mr. Rogeski has been a TCL Board member for 10 years and he is extremely knowledgeable about the operations. It is recommended that the Council re-appoint Mr. Rogeski as a director and Mr. James Risner as an alternate director to the Tri-Community Landfill and Recycling Center Board of Directors

Motion: Mr. John Herold moved to re-appoint Stev Rogeski to the Tri Community Landfill Board with Mr. Risner as an alternate director.
Second: Mr. Jason Barnes
Vote – All Affirmative

- B. Finance Committee: Currently Robert Kilcollins, John Herold and David McCrea with Susan LeVasseur and Jason Barnes as Alternates

Motion: Mr. John Herold nominated Mr. Scott Smith, Mr. Robert Kilcollins, and Mr. John Herold to the Finance Committee with Mr. David McCrea and Mr. Jason Barnes as Alternates.
Second: Mr. Jason Barnes
Vote – All Affirmative

- C. Chamber of Commerce Board of Directors: Currently Jason Barnes with Susan LeVasseur as the Alternate.

Motion: Mr. Robert Kilcollins moved to re-elect Jason Barnes as a member of the Chamber of Commerce Board of Directors, with Mr. Scott Smith as an Alternate
Second: Mr. Jason Barnes
Vote – All Affirmative

VII. Scheduling of regular Council Meetings: Currently – Third Wednesday of Month.

Motion: Mr. Jason Barnes moved to keep with prior practice and keep the current schedule of the third Wednesday of every month at 6:00 PM.

Second: Mr. Robert Kilcollins

Vote – All Affirmative

VIII. Correspondence and Reports

- A. Public Safety Awards – Chief Campbell – Police and Fire employees saved an individual's life during an emergency call on December 20, 2015. Chief Campbell presented letters of commendation to Officer Cody Fenderson, Fire Captain Mitchell Dufour and Fire Captain Matt McPherson for the roles they played as first responders. Chief Campbell stated, "they work very well as a team". Chief Campbell read a letter from one of the victim's family members, it stated, "To our forever friends at Fort Fairfield and Presque Isle Crown Ambulance squad, Sherry and I would like to thank you so much. Your professional assistance saved my girl. Thank you and God will bless you always, you will be in our prayers forever. Love Dave and Sherry." Sherilyn Bennett then thanked the three men, she stated that she had many family members that still need her and that she was so very thankful to be alive.

Mr. David McCrea stated that this was a very nice ceremony, and congratulated the three men for their work.

- B. Licenses / Permits- Ms. Hersey-One Liquor License for Frontier Fish and Game
- C. Financial Report – Mr. Risner – The Towns Real Estate and Personal Property tax collections for December were \$349,997, which is an increase of \$30,121 compared to \$301,611 for December 2014. Excise tax collections as of December 31, 2015 are \$304,322.39, which puts the Town ahead of budget as we have collected 56.36% of the budgeted amount. State revenue sharing as of December 31, 2015 is \$115,071.06 which is 55.32% of budgeted amount. The Town received a Business Equipment Tax Exemption (BETE) reimbursement of \$47,547 which is \$2,844 more than the budgeted amount. We have borrowed \$100,000 against the TAN, we are now at \$400,000. If cash flow continues as projected, we will be able to repay this in February. Our expenses are in line with expectations. Cash flow is good with a balance of \$266,590.33 in our checking account after completion of Warrant #14.
- D. Tri-Community Landfill Report – Mr. Rogeski thanked the Council for re-appointing him to the Tri Community Board. At the last meeting Mr. Mark Draper let the Board know that as of November 30th, all of their finances are in order, we are little behind in budget on the maintenance side, which is always good. We will have December ending figures at the next month's meeting. We also had the truck scales certified, this is done on a bi-annual bases. This is the most critical piece of equipment that they have. When the gentleman did the

inspection he made a couple of repairs to it and mentioned that we really need to be looking at replacing the whole bottom half of the scales in the next two or three years. The cost for this will be roughly \$50,000.00. The month of December, we had over a million gallons of leachate to deal with, putting in the pipeline saved labor cost. We have also contracted with Felch and Company to do the audit again this year, there was a small increase in their fee of \$200.00 this year. Mr. Draper's annual renewal of his contract was discussed and everything went well. We chose to give him three extra personal days, to try to make up for some of the things he does above and beyond.

- E. Broadband Feasibility Study – Mr. Goff -Town staff continues to work closely with officials from the James W. Sewall Company to conduct an intensive Internet Feasibility Study. The goal is to provide detailed information about current internet infrastructure that is in place in Fort Fairfield and to determine the cost and benefits of implementing various investments in telecommunications technology to improve access and speeds in our community. This survey will be available online at [https://www.surveymonkey.com/r/Fort Fairfield Broadband](https://www.surveymonkey.com/r/FortFairfieldBroadband). Town staff anticipates that the survey will be completed in mid-February and the final report issued in March.

IX. Old Business

- A. Spring Clean Up – Mr. James Risner – The Town conducted a spring cleanup the week of May 18, 2015, this was the first spring cleanup after a break of several years. At the May 20, 2015 Council meeting Councilor LeVasseur voiced her concerns regarding the cleanup and asked Mr. Watson for the manpower cost for the cleanup, which he stated was approximately \$1,000.00. Ms. LeVasseur then requested that a discussion, to include the total cost, be placed on the June 17, 2015 Council meeting. Staff reported that the cleanup took three and one half days and did not interfere with any regular public works projects. Most items were taken to Tri-Community with no direct costs to the Town and white goods and other metals were taken to the old Town garage area to be sold as junk at a later date. The cost of motor fuels was \$381. Ms. LeVasseur stated that she would like to have seen the total cost of the project, to include employee wages and rental of trucks, the discussion was tabled until the July 15, 2015 Council meeting. Staff reported at the July meeting that the total direct cost for the cleanup was \$10,452.66; \$6,590.00 for equipment, \$3,241.66 for labor, \$381 for fuel and \$240.00 for support from other Town departments. Council voted to continue the spring cleanup with more regulation, structure and publicity regarding the clarification as to what will be allowed and not allowed and for staff to develop rules to present to Council.

The 2016 spring cleanup is scheduled for May 16-19, it is recommended that the Council review the press release, flyer and refuse rejection form and provide any comments or guidance.

Mr. David McCrea stated that he is very pleased with this work that is being done, last year this wasn't organized as well as it should have been. He feels this is a very good service and is very happy with the efforts being done.

Mr. John Herold stated that some of the issues that were brought up last year were the costs associated with this project. A lot of the costs are sunk costs, they are already in the budget, such as labor cost, they are going to be paid anyway whether or not they are gathering garbage. Same thing on the vehicles, they are there and subject to being used, about the only extra that I would see is the fuel that was used specifically for that project.

X. New Business

- A. Warrant Ordinance - With few exceptions, Maine State Law, MRSA, Title 30-A, §5603 allows money to be disbursed only on the authority of a warrant affirmatively voted and signed by a majority of the municipal officers. The exceptions are provisions in the Town's Charter, an ordinance, or an annual written policy. There is no language in the Town's Charter that allows for an early release of funds, such as for payroll, payments to MSAD#20, payments to the State, the Town's health insurance provider, payments on the Tax Anticipation Notes and emergency needs as determined and approved by the Town Manager. It is recommended that a Councilor introduces the warrant ordinance. Once introduced, Council will schedule a public hearing for Monday, February 8, 2016 at 12:00 noon in the council Chambers.

Mr. Jason Barnes introduced Ordinance 16-01

- B. Addendum to Agreement for Ambulance Services – Mr. James Risner – January 18, 2016 the Town received an addendum from The Aroostook Medical Center (TAMC) on the TAMC and Fort Fairfield Agreement for ambulance services. The agreement was effective April 1, 2014 with an expiration date of December 31, 2018. The Agreement was updated on December 31, 2014 in order to reflect changes in payments by TAMC and the Town for 2015. The addendum reflects changes to maintain the equilibrium between expenses and revenues to the Town. The changes include increases from \$41,496 to \$41,952 per annum for the subsidy the Town pays TAMC and an increase from \$100 to \$102 per day for the amount TAMC pays the Town for the use of fire department personnel as drivers responding to Emergency Medical Services (EMS) calls. TAMC will continue to pay an annual fee of \$5,000.00 to the Town for housing an ambulance and staff. It is recommended that the Town Council authorize the Town Manager to sign the addendum to the agreement with TAMC for ambulance services.

Motion: Mr. John Herold moved to authorize the Town Manager, James Risner to sign the addendum to the agreement with TAMC for ambulance services.

Second: Mr. Robert Kilcollins

Vote – All affirmative

C. Purchase of MT4 Trackless- Mr. James Risner - The public works department currently uses a 1983 John Deere 850 tractor to plow and salt sidewalks. There are no other uses for the John Deere and new parts are no longer available. There is an opportunity for the Town to purchase a 1987 Trackless MT4 with three accessories; snow blower, plow and sander; for \$6,000.00 from Chandler Farms in Mapleton. The MT4 will be used for pothole repair in addition to plowing and salting sidewalks. The market price for the MT4 and three accessories is between \$10,000 and \$12,000. The public works department is in the process of inspecting the MT4 and should know in the next few days if it is a piece of equipment the Town wants to buy. It is recommended that the Town Council authorizes the purchase of the 1987 Trackless MT4 and three accessories; snow blower, plow and sander; from Chandler Farms in Mapleton for not more than \$6,000.00, using funds from the Public Works Reserve account (G-1-3060-00).

Motion: Mr. Jason Barnes moved to authorize the purchase of the 1987 Trackless MT4 and three accessories; snow blower, plow and sander; from Chandler Farms in Mapleton for not more than \$6,000.00, using funds from the Public Works Reserve account (G-1-3060-00).

Second: Mr. Robert Kilcollins

Vote – All affirmative

XI Minutes: Council Meeting December 16, 2015

Motion: Mr. John Herold moved to approve Minutes of December 16, 2015 with one correction in section VII, under new business, B, Ms. Susan Herold be changed to Ms. Susan LeVasseur.

Second: Mr. Jason Barnes

Vote – All affirmative

XII Warrants: #12 - \$248,531.17, #13 - \$75,319 and #14- \$312,879.48

Motion: Mr. Robert Kilcollins moved to accept warrants #12, #13 & #14 as presented.

Second: Mr. John Herold

Vote – All affirmative

XII Other – Training Opportunities - The Maine Municipal Association offers training for elected officials. The training is normally conducted in Augusta. This year MMA is offering two courses in central Aroostook County. On Thursday, January 28th from 4:30 – 8:30 pm MMA will host via live teleconference the Elected Officials Workshop in Caribou at the Northern Maine Development Commission. On, Thursday, April 7th, they will host a Roles of Elected Officials and Municipal Managers Workshop at the Presque Isle Convention Center. It is recommended to contact Ms. Hersey if you are interested in attending either of the workshops.

XIV Executive Session

Motion: Mr. Jason Barnes moved to go into Executive Session at 6:50PM to discuss

1 MRSA 405 (6) (A) - Consideration of Appointments to the Economic Development Board

Second: Mr. Robert Kilcollins

Vote – All affirmative

Motion: Mr. John Herold moved to come out of executive session at 7:30 PM

Second: Mr. Jason Barnes

Vote – All affirmative

At the December 16, 2015 Council meeting the Council appointed individuals to the Economic Development Board and agreed to wait until the January 20, 2016 meeting to appoint a Council member.

Motion: Mr. Robert Kilcollins moved to appoint Mr. John Herold to the Economic Development Board as a Council Representative.

Second: Mr. John Herold

Vote – All affirmative

XV. Adjournment

Motion: Mr. Scott Smith moved to adjourn at 7:33 PM.

Second: Mr. John Herold

Vote – All affirmative

Respectfully submitted,

Rebecca J. Hersey
Council Secretary