

Fort Fairfield Town Council Monthly Meeting
Council Chambers
Wednesday, November 17, 2021
6:00 P.M.

I. Roll Call

Councilors: All Councilors present with the exception of Mark Babin

Staff: Ms. Powers, Billie Jo Sharpe, Neadra Dubois, Chief Cummings, Jennifer Gaenzle, Mitchell Dufour, Darren Hanson, Chief Browning, Ella Leighton

Citizens: Seven including Media.

II. Prayer

III. Pledge to the Flag

IV. Public Comment Period

Chairperson congratulated Kevin Pelletier and James Ouellette for being elected to the Town Council.

Mr. Kilcollins commented "I second that."

V. Correspondence and Reports

A. Licenses and Permits

As of November 15, 2021, we have not received any license or permit renewals.

B. Financial Report

Checking account balance as of 10/31/2021 was \$211,514.90 and Machias Savings is \$5,000.

Excise collected in October was \$46,570 compared to \$55,353.41 last year.

As of 10/31/2021, uncollected Real Estate taxes for 2021 were \$3,266,543.24 compared to last year \$3,385,884.33.

C. Aroostook Waste Solutions – Mr. Rogeski was not present this evening.

VI. Old Business

A. Recreation Department Multi-Purpose Building Update/Donations

In March, 2020 Council approved a new a multi-purpose building for our rec department, starting with the donation of plans, walls, and trusses from Aroostook

Trusses. Initial Covid fallout derailed those plans by tripling the cost of materials for Aroostook Trusses. We were forced to put the project on hold until prices dropped.

Discussion: I am happy to say, the building project is back on track. Within a very short time, we were notified by Aroostook trusses that costs had dropped to a point where they were where they were able to honor their donation at no additional cost to us, get the foundation poured, the walls and trusses up, the building sheathed, and windows and doors in place. This could not have happened as quickly as it has without the following donations from community supporters:

Aroostook Trusses: Donated pre-built walls, trusses, and plans (valued around \$4,400)

Huber Engineered Woods: Donated 51 – ½” Zip System Sheathing Panels (valued at \$3,825)

A.M. Construction Inc.: Will Be donating labor to install metal roofing. (Value T.B.D.)

Precision Custom Woodworking: Donating labor to plan and build post and beam porch. (Value T.B.D.)

And by far, the largest supporter of this project, and recreation in our community...

Mike Greenlaw, Greenlaw Electric LLC: (See List Below)

- Donated the cement slab foundation (valued at \$6,000)
- Donated labor to remove electrical from the old shed (value T.B.D.)
- Donated parts and labor for installing a new utility pole, electrical panel, and outlets and switches to service the building and lights at the courts (value T.B.D.)
- Donated new LED lights (parts and labor) for the tennis courts/ice rink. (value T.B.D.)
- Donated labor for installation and construction of the multi-purpose building, as well as parts and labor for electrical work on the new building. (value T.B.D.)

I would like to thank all of our supporters for making this much needed recreation space a reality. This space will not only allow for more skaters to keep warm while enjoying outdoor recreation in our community during the winter, but it will also allow us to plan on expanding year-round recreational offerings in the future!

B. Library Roof Project

The Library Roof Project is now complete. To make sure that we do not deplete the Library's Reserve Account or Maintenance Lines, I am proposing to Council to allow the Town Manager to use the Library's Building Repair Account E-01-02-3010 at \$5,000.00 and the Library Reserve Account G 1-3040-00 at \$5,000.00 and the Administration Reserve Account at \$15,750.00.

Recommendation: That Council allows the Town Manager to use Library Building Repairs Account E-01-02-3010, Library Reserves Account G 1-3040-00, and Administration Reserve Account G 1-3010-00 to pay for the Library Roof Project.

VII. New Business

A. Central Aroostook Chamber of Commerce Update

Ms. LaNiece Sirois, the Chamber Director provided a report to the Town Council.

B. MSAD 20 School Board Vacancy/Appointment

There is a MSAD 20 School Board Vacancy that has opened up. Superintendent Doak has put Wendy Ross' name forward. I have confirmed through a message that she is willing to accept the appointment and we have confirmed that Ms. Ross is a homeowner and registered voter of the Town of Fort Fairfield. According to:

Title 20-A §1254. Vacancies

2. Vacancies caused by death or resignation; declaration of vacancy; attendance as nonvoting member. Vacancies caused by death or resignation are filled as follows.

A. A vacancy on a school committee of a district that does not include kindergarten and grades one to 12, whether caused by death, by resignation or by a member having changed residence from the town that the member was elected to represent, must be filled by the school committee of the town in which the vacancy occurs. A similar vacancy on a school committee of a district that includes kindergarten and grades one to 12 must be filled by the municipal officers of the municipality in which the member resided. The municipal officers shall select a new member from the municipality in which the old member resided to serve until the next annual municipal election at which time a replacement must be elected to serve the remainder of the unexpired term. Evidence that an individual is registered to vote in a municipality is prima facie evidence of that individual's residency.

Recommendation: Council approve the appointment of Wendy Ross to the MSAD 20 School Board Vacancy.

C. Recreation Department Donation*

Background: Title 30-A M.R.S.A. §5654 states that a conditional gift for any specified public purpose offered to a municipality may be accepted or rejected by its legislative body.

Discussion: The Parks and Recreation Department received an anonymous \$200 donation to use towards replacing the radio used for adult walking, and many of our other events and activities. The radio we had quit working, and the company had no replacement parts to fix our unit.

Recommendation: That Town Council accepts the donation of \$200 to replace the radio used for Rec Department activities.

D. Street Light Project

We have an account for the Street Light Project, G 1-3163-00, with \$2,571.79 in the account. The Street Light Project has been completed. I am proposing to Council that the funds from the Street Light Project account be moved to the Street Light Reserves account, G 1-3063-00, to continue to maintain and repair our street lights.

Recommendation: That Council allows the Town Manager to close account G 1-3163-00 Street Light Project and move the \$2,571.79 to account G 1-3063-00 Street Light Reserves.

E. Katahdin Trust TAN *

As is customary in the past to aid the Town with cash flow during the 2nd and 3rd quarters of the Fiscal Year (FY), a TAN has been voted on and approved at Council Meetings. It is my observation that the Town would continue to be served to request a TAN in the 1st and 2nd quarters of the Fiscal Year as well, prior to our Tax Commitment for continued cash flow until tax payments begin.

Recommendation: That the Town Council authorize the Council Chair and the Town Manager to sign for the FY 2021/2022 TAN with Katahdin Trust Company.

Mr. Kilcollins made a motion that Council authorize the Council Chair and the Town Manager to sign for the FY 2021/2022 TAN with Katahdin Trust Company.

Mr. Smith seconded.

Discussion: None.

Vote: All Affirmative.

F. Town Office December Closure

The Staff Christmas Dinner is scheduled for December 14th at 12:00pm, we will be closing the Town Office at that time and we will re-open the Town Office at 7:30am December 15th. Council is invited to share in our celebration.

The Town Office will be closed on December 24th and December 27th per personnel policy and will re-open on December 28th at 7:30am.

My self and our Town Staff would like to wish the Councilors and our citizens a very safe and happy holiday season.

VIII. Minutes of the October 20, 2021 Regular Council Meeting, Minutes of the October 27, 2021 Special Council Meeting

IX. Warrants: #09 - \$455,297.88

Warrant #09 in the amount of \$455,297.88 was completed on 10/27/2021.
Warrant includes County Taxes in the amount of \$267,562.78.

X. Other

Interim Clerk appointment -

Air Pack Compressor – Chief Browning

FFFR is requesting to use ARPA funds for the purchase of a new Cascade compressor system for our self-contained breathing apparatus and two SCBA packs. Our current system is aging and has led to numerous issues over the past several years. This past year, lack of parts and technicians for our current system, left us without the ability to refill air bottles for over 4 months.

FEMA recommends replacing SCBA compressors every 8-10 years to ensure the safety of the firefighters and the quality of the air they breathe. Our current station was purchased in 1998 making it more than double the age for recommended replacement.

Our current fill station is homemade and does not meet Maine BOL standards. As it does not fully contain that cylinder when it is being filled, it leads to a large explosion hazard for the crew member who is standing over the bottles being filled.

This new filling station would provide an up to date, safe filling station for our crews and would allow us to work at adding funds to our budget or reserves to prepare for this equipment replacement in the future. The total cost of the SCBA fill station and compressor is \$36,510.00.

The two SCBA packs and bottles would allow us to add one pack to each of the command vehicles. These vehicles are quick response vehicles and often are able to get to the scene more quickly than the Fire apparatus and allow crews to begin work in a hazard environment more rapidly. In addition, adding these two packs to the command vehicles increases our “seated rider position” numbers for FEMA Assistance to Firefighter Grants (AFG). A larger number of seated rider positions increases our chances of being selected to receive AFG funds. It would also give us two packs (4 bottles) that will expire at a later time than all the other packs that were previously purchased. This will help us work toward staggering our expiration dates so that we will be less likely to need to replace all the SCBA bottles and packs at one time. The expiration dates on this equipment are set, and they can not be used past those expiration dates. The total for the two packs and four bottles is \$14,462.00

Executive Session 1 M.R.S.A. §405 (6)(A) Personnel Matters

XI. Adjournment

*added after posting