

Fort Fairfield Town Council Monthly Meeting
Council Chambers
Wednesday, May 16, 2018
6:00 P.M.

I. Roll Call

Councilors: All Councilors are present.

Staff: Mr. Risner, Billie Jo Sharpe, Tony Levesque, Darren Hanson, Shawn Newell, Kevin Senal.

Citizens: 11 including media.

II. Prayer – Tony offered the prayer.

III. Pledge to the Flag – All in attendance pledged their allegiance to the American Flag.

IV. Public Comment Period

Kendall Stratton wished to address Council and specifically Chair Scott Smith and asked him if he was able to go around Town and take the measurements from the trail heads, like he said he was going to do. Mr. Smith responded that he is working on it and told Mr. Stratton that he has made yellow marks on the streets that indicate the 1500 feet from the trail. Mr. Smith said he has one or two more to do.

Mr. Stratton then directed Council to look at a map that he printed off for each of them. Mr. Stratton pointed out that many residents that live in town on these side streets can legally get to and from the three trail heads that are on Main Street if their home is within 1500 feet of those trail heads, including the new approved access route on Forest Avenue. Mr. Stratton said that while more than half of those people have legal access, some do not and that includes himself as he lives just beyond the 1500 feet on his street. Mr. Stratton then asked what the issue would be for the few people that just live beyond the 1500 feet to just go ahead and use the streets legally.

Mr. Kilcollins commented that he personally doesn't see a problem with the ATV's as long as safety is a priority and as long as there is a sidewalk or pedestrian access.

Mr. Stratton said there isn't any sidewalk on a street that is currently within 1500 of feet of Main Street, they can still go down Fisher Street and up Church Street legally.

Mr. Kilcollins replied that he personally does not know which streets have sidewalks and which streets do not.

Mr. Stratton then asked what the difference is between someone who lives within the 1500 feet and uses that street opposed to someone who doesn't and still travels that same street. Mr. Kilcollins reiterated that he is favor of Mr. Stratton's request.

Mr. Stratton said that he doesn't think it is fair that some folks are legally able to ride along these streets as they are within the 1500 feet and others are not because they may live just a few houses down.

Mr. Smith responded the he is going to finish his measurement and talk to Town Staff and see if there are any other issues that may be involved. Mr. Smith told Mr. Stratton that he knows what he is looking for, "you are looking for a "right-of-way" to go from R & J's all the way across to Forest Avenue and I don't believe that is going to happen." "It doesn't need to happen, because these people have access now." "You in your own statement said that you have been doing it anyway and you want to be by the letter of the law but you're not by the letter of the law, so let us finish my research and then I will have a talk with Town Staff and then we will call you in and we will see what we are going to do."

Mr. Stratton then said that the ATV trails are scheduled to open May 26 and he would love to have answers by then if possible.

Mr. Smith – "We should be able to have an answer next week."

V. Correspondence and Reports

A. Introduction of New Parks and Recreation Director, Mr. Kevin Senal

Mr. Risner introduced Mr. Kevin Senal as the new Parks and Recreation Director. Kevin's 1st day with the Town will be May 26.

Kevin has many years of experience volunteering with the Town's Parks and Recreation Department, and previously worked as a recreation instructor for the 21st Century Program at MSAD #20.

All Councilors welcomed Mr. Senal.

B. Licenses/Permits – Ms. Sharpe

As of May 16, 2018 we have received an application for an outdoor Catering Permit for Northern Maine Brewing Company, LLC during the Maine Potato Blossom Festival July 19, 20, and 21.

We have also received a corrected application from the Knights of Columbus #5014 that was originally submitted in April.

C. Financial Report – Mr. Risner

The Town's Real Estate and Personal Property tax collections as of April 30 are \$3,118,558.03.

Excise tax collections as of April 30 are \$507,203.46. This is 90.57% of the budgeted amount, which is 7.24% above the 83.33% of budget projection.

We received State Revenue Sharing on April 23 in the amount of \$10,237.66. The total so far this year is \$184,520.04. This puts the Town below budget, as we have collected 75.45% of the amount budgeted, compared to the 83.33% expected. I am not concerned at this time, as the last two years we were below budget at this time, but received a little more than the budgeted amount by the end of the Fiscal Year.

Overall, our expenses are 4.32% below projections; at 79.01% compared to the budget projection of 83.33%.

Cash flow is excellent, with a balance of \$73,729.29 in checking and \$1,155,000 in savings after completion of Warrant #23.

D. Tri-Community Landfill Report – Mr. Rogeski

TCL Board last met on April 27, 2018.

As of May 9th TCL reached a 10-year agreement with Pine Tree Waste which included Mars Hill and Houlton.

There has been discussion regarding demolition work in Caribou. They need to tear down three buildings and they are looking for a reduced rate to bring the debris in. The Board discussed tipping fees for demolition debris, both in general and specifically from the Caribou school project. Mark provided some feedback he has received from a contractor relative to TCL's competitiveness for CDD, and following discussion, the Board took no further action regarding the general tipping fee.

Specific to the Caribou school project, the Board agreed that tipping fees for demolition debris from that project could be paid by the City of Caribou, and that the decision to do so rests with the City, RSU 39, the State and the contractor.

Mr. Butler - When we took down the potato starch factory on the Caribou Road, didn't our expenses go up? The taxpayer ended up paying \$50 per permit and now you are asking me to forgive Caribou when they have their demolition.

Mr. Rogeski – Remember a year before that, they had a freezer plant that fell down in Caribou and they paid their 3 years.

Mr. Butler – But did all the residents pay the extra?

Mr. Rogeski – Absolutely, the increase to a \$50 permit fee had nothing to do with demolition expenses, it was used to pay the people at the weigh station and that was eventually repealed.

Mr. Butler said that we were lead to believe that it had to do with the demolition of the Starch factory in Town.

Mr. Rogeski – That simply isn't true. It was something the Town of Fort Fairfield requested.

Mr. Smith – Town Council voted for that.

Mr. Smith asked how the smaller contracts are doing.

Mr. Rogeski replied that they are almost all in place.

E. Fiscal Year 2018/2019 Budget Public Hearings and Update

Public hearings on the Town's FY 18/19 budget were held on April 25 and May 9. There were no comments at either public hearing.

The current projected excess is \$124,766. While the Town's expense accounts are 4.32% below budget, the reason for the size of the excess is that the MSAD #20 funding request as of May 8 is 6.2% below the FY 17/18 requirement.

Updated budget worksheets are attached as information for Council.

Revenue

- FY 17/18 estimate increased \$4,576 after review of April revenue accounts.
- FY 18/19 increased \$6,436 after review of April expense and revenue accounts.

Expenses

- Administration.

1. Finance Audit increased \$50.

2. Emergency Management increased \$5,000. The increase is for the video inspection of the dike toe drains. Last year the projected cost for the inspection was \$10,000. Council added \$5,000 to the Administration Reserve account in the FY 17/18 budget, and I stated I would request \$5,000 in the Emergency Management account in the FY 18/19 budget.

- Police has increased \$39,941. This is the addition of an officer effective January 1, 2019.

- Parks and Recreation decreased \$6,614. This is due to the retirement of the Parks and Recreation Director.

- MSAD #20 as of April 27 has an estimated decrease of \$137,523 (-6.2%) from FY 17/18

F. Aroostook County Action Program (ACAP) 5-2-1-Let's Go Mini-Grant *

The ACAP recently awarded the Town's Parks and Recreation Department a 5-2-1-Let's Go Mini-Grant in the amount of \$625. Funds from the mini-grant are to be used to improve healthy eating and/or active living at the Town's Parks and Recreation Department.

The department will use the funds to purchase lifeguard rescue tubes, basketballs, soccer shin guards, a pickle ball set, and indoor soccer balls.

The award of this mini-grant is an example of the work Town staff is doing to find resources that provide services to the Town as well as help reduce the tax burden on our taxpayers.

G. Installation of Floor Drains in Fire Department Truck Bays *

Installation of floor drains in the fire department bays began on Wednesday, May 16 and will take 4 – 5 days to complete. The fire trucks and ambulance will be parked outside during that time.

VI. Old Business

VII. New Business

A. Appointment to MSAD #20 School Board of Directors – Mr. Risner

Ms. Dawn Martin resigned from the MSAD #20 School Board of Directors at the end of April, 2018. Ms. Martin's term expires on December 31, 2018.

Discussion: In accordance with MRSA 20-A §1254, the municipal officers of the municipality in which the director resided shall select an interim director for the municipality to serve until the next annual municipal election.

Superintendent Doak requests that Mr. Renis Levasseur serve as a member of the School Board to fill the seat vacated by Ms. Martin's resignation.

Recommendation: Town Council appoint Mr. Renis Levasseur to the MSAD #20 School Board of Directors for the term ending December 31, 2018.

Motion: Mr. Butler

Second: Mr. Kilcollins

Discussion: None.

Vote – All Affirmative.

VIII. Referendum Election

A. Designation of Opening and Closing of Polls

Open at 8:00 a.m. and close at 8:00 p.m.

B. Designation of Voting Poll Location and Central Counting Location:

Town of Fort Fairfield Community Center

C. Ratification of Election Warden - Billie Jo Sharpe, Warden

D. Ratification of Election Warrants

E. Ratification of Election Clerks and Counters

Motion: Mr. Butler
Second: Mr. Kilcollins

Discussion: None.

Vote – All Affirmative.

IX. Minutes of the April 18, 2018 Regular Council Meeting and April 25, 2018 Special Council Meeting.

Motion: Mr. Barnes
Second: Mr. Kilcollins

Discussion: None.

Vote – All Affirmative.

X. Warrants: #22; \$331,518.27 #23; \$293,044.58

Motion: Mr. Kilcollins
Second: Mr. Butler

Discussion: None.

Vote – All Affirmative.

XI. Other

XII. Manager's Report

This was given to Council for informational purposes only.

XIII. Executive Session

- A. MRSA 30-A §405(6)(D). Public Works Union Agreement
- B. MRSA 30-A §405(6)(C) *

Mr. Butler made a motion for Council to enter into Executive Session.

Mr. Kilcollins seconded.

Vote – All Affirmative.

Mr. Butler made a motion for Council to come out of Executive Session.

Mr. Kilcollins seconded.

Vote – All Affirmative.

Council came out of Executive Session at 6:42 pm.

No action was made by Council.

XIV. Adjournment

Mr. Butler made a motion to adjourn.

Council adjourned at 6:43 pm.

Respectfully submitted,

Billie Jo Sharpe,
Council Secretary

* Added at Council meeting