

**Fort Fairfield Town Council Meeting Minutes**  
**Council Chambers**  
**Wednesday, May 18, 2016**  
**6:00 P.M.**

Councilors: David McCrea, Jason Barnes, John Herold, Robert Kilcollins and Scott Smith  
Staff: Tim Goff, Darren Hanson, Rebecca Hersey, Ella Leighton, Tony Levesque, James Risner and, Tom Towle  
Citizens: 3 including media

- I. Roll Call – Chair David McCrea 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. Public Comment-

Mr. Steve Towle, Event Manager for the World Cup of 2016 made a presentation to the Town Council regarding the Town of Fort Fairfield's help getting ready for the Biathlon in February. There were issues with mother nature and lack of snow, we had to make snow and then we had to have snow trucked in. Fort Fairfield Public Works stepped up and assisted in that process. The other area that the Town of Fort Fairfield went above and beyond was that we had three trailers brought in from the Augusta area. The day that they brought them up, the roads were a mess, we had dirty and difficult spring conditions and they arrived very dirty. The Fort Fairfield Fire Department brought in their tanker and washed these for us. The event was a huge success and that was largely due to people and organizations pitching in and helping out. So on behalf of the organizing committee for the Nordic Heritage Center, we would like to present this plaque to the Town of Fort Fairfield along with a thank you for all your help.

Mr. David McCrea asked that this information be passed on to the crew of Public Works and the Fire Department.

- V. Correspondence and Reports
  - A. Licenses / Permits- Ms. Hersey – We had one Liquor license application from Rosella's.
  - B. Financial Report – Mr. James Risner-The Towns Real Estate/Personal Property tax collections for April were \$112,275 with total collections as of April 30, 2016 at \$3,145,879 which is an increase of \$207,275 compared to last year. Excise as of April 30<sup>th</sup> was at \$474,488, which is 87.49% of the budgeted amount. State revenue sharing is at \$172,809, this is 83.08% of the budgeted amount. Our expenses as of April 30<sup>th</sup> are slightly below what is expected, 81.72% compared to 83.33%. Cash flow is good with a balance of \$48,552.20 in checking and \$1,000,000 in savings after completion of Warrant #22.

- C. Tri-Community Landfill Report – Mr. Stev Rogeski – Next meeting is scheduled for May 20, 2016
- D. ConnectME Authority Grant– Mr. Tim Goff – Town staff has worked closely with officials from Pioneer Broadband for the past year and a half to study options to improve the town’s high-speed internet service. In late April, Pioneer Broadband was awarded \$199,162 by the ConnectME Authority. These funds will be matched by additional investment by Pioneer Broadband and will be used to provide world class internet to ninety-five homes and business in Fort Fairfield and Presque Isle. Town staff will continue to work with Pioneer Broadband and other Internet Service Providers as recommended by the recently completed Broadband Feasibility Study and seek partnerships and grant opportunities to address additional areas where internet service is deficient.

## VI. Old Business

- A. Morse Road Speed Limit –Town Council; at its April 20 meeting; directed the Town Manager to contact the Maine Department of Transportation (MDOT) in regards to the speed limit on the Morse Road. Mr. Risner contacted Mr. Ray E. DeMerchant, P.E., Region Traffic Engineer for MDOT’s Northern Region. Mr. DeMerchant has added the Morse Road to his list of speed zone reviews to complete and expects it will be at least June before the field work portion of the review is done.
- B. Community Center Roof – Mr. James Risner – The roof on the Community Center is in need of repair. At the April Council meeting, the Council authorized the Town Manager to solicit formal written sealed bids for the replacement of the Community Center roof. The opening of the bids was at 12:01 pm today. The Town received three bids with the lowest responsive and responsible bid from Ant Hill Improvement, in the amount of \$41,600.

It is recommended that the Town Council authorizes the award of the Community Center Roof project to Ant Hill Improvement, in the amount of \$41,600, using \$1,000.00 from Community Center Reserves – G 1-3061-00 and \$40,600 from UDAG G 1-3330-00.

Motion: Mr. Robert Kilcollins moved to table this decision until further review if possible at the next Council meeting in June for further discussion.

Mr. David McCrea – This motion dies with the lack of a second.

Motion: Mr. Jason Barnes moved to award the Community Center Roof project to Ant Hill Improvement the amount of \$41,600, using \$1,000.00 from Community Center Reserves – G 1-3061-00 and \$40,600 from UDAG

G 1-3330-00.

Discussion: Mr. John Herold stated that he would be interested in knowing why Mr. Kilcollins asked to have this decision tabled.

Mr. Robert Kilcollins stated that he didn't believe that this would be proper to have an open floor discussion.

Mr. David McCrea – So Mr. Kilcollins, we have a motion on the floor, this information that you have, you are not at liberty to share it or don't want to at this point?

Mr. Robert Kilcollins – No I don't.

Mr. Jason Barnes made the statement that this project should be very closely supervised.

Second: Mr. John Herold	Vote – Mr. John Herold -	aye
	Mr. Jason Barnes -	aye
	Mr. Robert Kilcollins -	nay
	Mr. Scott Smith -	nay
	Mr. David McCrea -	aye

C. Tax Acquired Property for 2013 Taxes – Mr. James Risner – At the April Council meeting, council authorized 23 Morse Road and 109 Riverside Avenue be put out for bid in AS IS WHERE IS condition with no guarantees expressed or implied with a minimum bid of the cost to cover taxes plus any cost incurred between now and closing, with additional conditions for 109 Riverside Avenue to read that the structures on the property are to be demolished and cleared from the property. Failure to do so within a four month period from date of sale, then the Town of Fort Fairfield shall be able to purchase it back at the price it was sold for. The notice of tax sale is attached to the minutes on file with the Town Clerk. There were no bids on 109 Riverside Avenue. There were four bids on 23 Morse Road that were opened at 12:01 p.m., today. Mr. Tony Levesque presented the results of the bids on 23 Morse Road to Council. The highest bid was from Philip St Peter in the amount of \$10,001.00.

It is recommended that the Town Council signs the quitclaim deed and real estate transfer tax declaration to Philip C. St. Peter for the 23 Morse Road property.

Motion: Mr. John Herold moved to approve signing the quitclaim deed and real estate transfer tax declaration for 23 Morse Road to Philip C. St. Peter in the amount of \$10,001. Also, authorize the Town Manager to solicit request for proposals for the removal of the structures at 109 Riverside Avenue.

Second: Mr. Jason Barnes	Vote – All affirmative
--------------------------	------------------------

VII. New Business

A. Closing Goodrich Cross Road during Winter Months- the Goodrich Cross Road is approximately .95 of a mile long, with no homes or much traffic. It connects the Center Limestone Road and West Limestone Road. Pavement conditions are poor with 50% covered in cracked, rutted pavement and the other 50% gravel. Maine Revised Statutes, Title 23, §2953 allows municipal officers to close a road or portion of a road for the months of November through April. The closing of this road would save approximately \$4,200 per year in winter maintenance. It is recommended that the Council authorize a public hearing to be held on June 8, 2016 at 6:00pm to close the Goodrich Cross Road during the months of November through April for a period of ten years.

Discussion:

Mr. Jason Barnes asked if the road would actually be blocked from traffic or will it just not be plowed?

Mr. Darren Hanson – We will not be plowing it and I believe under the Statues it has to be blocked as well.

Mr. James Risner – Even though we are asking to close the road for the months of November through April, we wouldn’t block it off until we got sufficient snow to make it impassable.

Mr. John Herold – This matter has come up before, there was quite a bit of conversation about it. One individual said it would adversely impact his fire wood business, causing him to have to drive further. A couple other individuals said that in the case of a snow storm, there are cases when the Center Limestone Road is closed, but they can go around on one of the cross roads. So in that case it becomes a safety issue for that area.

Motion: Mr. Scott Smith moved to authorize a public hearing to be held on June 8, 2016 at 6:00 p.m. to close the Goodrich Cross Road during the months of November through April for a period of ten years.

Second: Mr. Robert Kilcollins

Vote –Mr. John Herold - nay  
Mr. Jason Barnes - aye  
Mr. Robert Kilcollins - aye  
Mr. Scott Smith - aye  
Mr. David McCrea - aye

B. Bullet Proof Vest Grant- Mr. James Risner –The police department’s five bullet proof vests were purchased in 2011 and have a five year shelf life, the expiration date will be June 21, 2016. To replace these vests each one would cost

approximately \$500.00 each. There is a U.S. Department of Justice (DOJ) grant available that requires a 50% match from the Town. If the grant is awarded to the Town, the cost would be \$250.00 per vest, for a total of \$1,250 for the five vests. This grant application closes on May 16, 2016. Mr. Risner approved the application only because of the timing and that the replacement of the vests is directly related to the safety of the Town's police officers and reduction of possible liability to the Town. It is recommended that the Council authorizes the use of up to \$1,250 from the Police Reserve account G 1-3050-00 to pay the Town's share of the bullet proof vest replacement.

Motion: Mr. John Herold moved to approve the use of up to \$1,250.00 from the Police Departments Reserve account G 1-3050-00 to pay the Town's share of the bullet proof vest replacement.

Second: Mr. Robert Kilcollins

Vote – All affirmative

- C. Winter Sand – Mr. James Risner – In order to prepare for the 2016/2017 snow season, the Town is requesting bids for up to 2,000 cubic yards of screened sharp winter sand with 200 pounds of rock salt per yard. The Town used 3,700 cubic yards of screened sharp winter sand with 200 pounds of rock salt per yard during the 2015/2016 snow season. Last year the Town purchased 4,000 cubic yards of screened sharp winter sand with 200 pounds of rock salt per yard. The reduction in the amount needed for 2016/2017 is due to the fact that ReEnergy is currently providing the Town, at no cost, approximately 2,000 cubic yards of bottom ash that will be used in lieu of screened sharp winter sand. The Town does incur a cost for inclusion of rock salt and transportation from ReEnergy to the winter sand shed. This still represents an approximately 50% reduction from the cost of a similar amount of winter sand. The bids were opened today at 12:01 p.m. The notice of solicitation of bid for winter sand is attached to the minutes kept on file with the Town Clerk.

Mr. Tony Levesque presented the results of the bid opening. We received two bids with the lowest bid being from O'Neal General Contracting, Ltd. in the amount of \$29,980.00 US funds.

Motion: Mr. Jason Barnes moved to award the bid to O'Neal General Contracting, Ltd. in the amount of \$29,980.00 US funds for up to 2,000 cubic yards of screened sharp winter sand with 200 pounds of rock salt per yard.

Second: Mr. John Herold

Vote – All affirmative

- D. Resolution 16-05, Allow Use of Town Property for the Farmers' Market – Mr. James Risner – The Fort Fairfield Farmers' Market Association (FFFMA) was recently organized in order to provide Maine small growers, farmers and local businesses with an outlet for the sale of fresh picker produce, related agricultural products and handmade arts and crafts products. They will be using the space on

the Town’s property at 284 Main Street. Their time of operation will be May through October during the hours of 2:00 p.m. to 6:00 p.m. on Wednesdays. FFFMA has 10 interested vendors, many of whom are members of farmers’ markets held in neighboring towns. Community support has been great, Fort Fairfield Chamber of Commerce and Pines Health Services have provided financial support to assist during the first year. It is recommended that the Council signs Proclamation 16-05, Use of Town Property for the Farmers’ Market.

Motion: Mr. John Herold moved to approve Proclamation 16-05, Use of Town Property for the Farmers’ Market.

Second: Mr. Jason Barnes

Vote – All affirmative

- E. Town of Fort Fairfield Smoking Policy – Mr. James Risner recently attended a “Lunch and Learn” program on the laws of Maine regarding smoking and the policies needed in order to be compliant with the laws. Dawn Roberts from Healthy Aroostook offered to work with any organization that needed assistance in creating a smoking policy. Ms. Roberts provided a draft policy for the Town and Billie Jo Sharpe worked with Ms. Roberts to tailor the policy for the Town. It is recommended that the Council approves the attached Town of Fort Fairfield Smoking Policy.

Discussion:

Mr. John Herold stated that the policy as written does not apply to nor does it restrict the use of smokeless tobacco, dip, chew or whatever in the vehicles, the work place or in the Town owned buildings or property. It doesn’t indicate that if you are not smoking it you can’t use it. I suggest that it stay that way and the exception be noted. If you read the second paragraph where it has “Tobacco” is defined as..... The point I am making is that our policy says smoking of tobacco products, i.e. inhaling, exhaling, burning. Smoking of tobacco products is prohibited in all enclosed areas where work is performed, vehicles, it states only smoking not chewing.

Motion: Mr. Robert Kilcollins moved to approve the “Town of Fort Fairfield Smoking Policy” as presented.

Second: Mr. Jason Barnes

Vote –

Mr. John Herold -	nay
Mr. Jason Barnes -	aye
Mr. Robert Kilcollins -	aye
Mr. Scott Smith -	aye
Mr. David McCrea -	aye

- F. Arbor Committee By-laws – Mr. James Risner- The Arbor Committee met on March 9, 2016 and it was decided that an updated set of by-laws were needed

since the committee hadn't met for several years. The Committee's purpose is to enhance the Town's environment through conservation, planting of trees and maintenance of those trees through public and private participation and education. The Arbor Committee's approved the by-laws during its May 5, 2016 regular meeting, a copy is attached the minutes on file with the Town Clerk. It is recommended that the Council approves and that the Council Chair signs the new by-laws.

Motion: Mr. Jason Barnes moved to approve the Arbor Committee's by-laws and that the Council Chair signs the new by-laws.

Second: Mr. Robert Kilcollins

Vote – All affirmative

VIII Primary Election

- A) Designation of Opening and Closing of the polls
  - Open at 8:00 AM and close at 8:00PM
- B) Designation of Voting Poll Location and Central Counting Location
  - Town of Fort Fairfield Community Center
- C) Ratification of Election Warden
  - Rebecca Hersey, Warden
- D) Ratification of Election Warrants
- E) Ratification of Election Clerks and Counters

Motion: Mr. John Herold moved to approve A – E regarding the primary election as presented

Second: Mr. Robert Kilcollins

Vote – All affirmative

IX Minutes – Council Meeting April 20, 2016

Motion: Mr. Jason Barnes moved to approve minutes of April 20, 2016 as written.

Second: Mr. Robert Kilcollins

Vote – All affirmative

X Warrants: #21 - \$262,166.77 and #22 - \$81,014.62

Motion: Mr. John Herold moved to accept warrants #21, & #22 as presented.

Second: Mr. Jason Barnes

Vote – All affirmative

X Other –

- A) Fire Chief Position – Mr. James Risner – During the FY15/16 Town Council

budget workshops it was decided to reconfigure the fire department to fall under the supervision of a public safety director. The public safety director would oversee all of the Town's emergency response services. At the April 15, 2015 Council meeting, the Council ratified a plan assigning Police Chief Campbell as the new director of public safety and organizing the fire department with two assistant chiefs. Prior to his resignation, Chief Campbell recommended that a deputy fire chief position be created and the two assistant chief positions be eliminated. Shortly after Chief Newell's appointment, we realized that the creation of a deputy chief position was a move in the right direction, but a part-time fire chief position was more appropriate. Advertisement for a part-time fire chief not to exceed 19 hours per week has been placed in the Star Herald and on the web-site

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

XII Executive Session –

Motion: Mr. John Herold moved to go into Executive Session at 7:01 PM to discuss:

A. MRSA 405(6)(A) – Police Department Union Agreement

Second: Mr. Robert Kilcollins

Vote – All affirmative

Motion: Mr. Jason Barnes moved to come out of executive session at 7:15 PM

Second: Mr. Robert Kilcollins

Vote – All affirmative

No Action Taken

XIII. Adjournment –

Mr. John Herold moved to adjourn at 7:16 PM.

Respectfully submitted,

Council Secretary  
Rebecca J. Hersey