

Fort Fairfield Town Council Monthly Meeting Minutes  
Council Chambers  
Tuesday, January 3, 2023  
6:00 PM

- I. Roll Call  
6:00 PM  
Council: Pat Canavan, Keith Thibeau II, Bob Kilcollins, Jim Ouellette, Kevin Pelletier(via Skype)  
Staff: Dan Foster, Neadra Dubois, Darren Hanson, Chief Cummings  
Citizens: 8 citizens present  
Media: Fort Fairfield Journal
  
- II. Prayer  
Chief Cummings provided the prayer.
  
- III. Pledge to the Flag  
All attendees pledged their allegiance to the flag.
  
- IV. Public Comments  
There were no public comments.
  
- V. Swearing in of New Councilors  
Town Clerk and Council Secretary, Neadra E. Dubois, swore in the New Councilors, Pat Canavan and Keith Thibeau II, into office of the Fort Fairfield Town Council.
  
- VI. Election of Chairperson  
Motion: Councilor Ouellette nominates Keith Thibeau for the Chair.  
Second: Councilor Pelletier seconded.  
Discussion: None.  

Vote: All Affirmative.
  
- VII. Appointments
  - A. Finance Committee  
Current Members: Kevin Pelletier, Jim Ouellette, Mitchell Butler  
Current Alternate Members: Robert Kilcollins, Melissa Libby  
  
Mr. Foster explains the process of putting together the lineup of current members, now that there are two new members, and two members gone. Mr. Foster suggests

the new lineup of Pat Canavan, Jim Ouellette, and Robert Kilcollins as current members and Keith Thibeau II and Kevin Pelletier as alternate members.

Motion: Councilor Ouellette makes a motion to accept the lineup for the Finance Committee.

Second: Councilor Kilcollins seconded.

Discussion: None.

Vote: All Affirmative.

VIII. Scheduling of Regular Council Meetings

The current schedule of Regular Council Meetings is the third Wednesday of the Month at 6:00 PM. Mr. Foster requests for that to stay the same. Mr. Foster also requests to hold January's meeting on the fourth Wednesday, January, 25, 2023.

Motion: Councilor Kilcollins makes the motion to accept Mr. Foster's request.

Second: Councilors Ouellette & Pelletier seconded.

Discussion: None.

Vote: All Affirmative.

IX. Minutes of the December 21, 2022 Regular Council Meeting

Motion: Councilor Kilcollins made the motion to accept the minutes.

Second: Councilor Ouellette seconded.

Discussion: None.

Vote: All Affirmative.

X. Establish a Parliamentarian

Mr. Foster asks the Council if they would be willing to establish a Parliamentarian for the Council Meetings, with the goal of helping to ensure that the Council Meetings are conducted as business meetings. Mr. Foster recommends that the Council appoint Tony Levesque to do that.

Motion: Councilor Ouellette makes the motion.

Second: Councilor Kilcollins seconded.

Discussion: None.

Vote: All Affirmative.

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

Motion In: Councilor Pelletier motioned into Executive Session at 6:11 PM.  
Second: Councilor Ouellette seconded.  
Discussion: None.

Vote: All Affirmative.

Motion Out: Councilor Kilcollins motioned out of Executive Session at 6:28 PM.  
Second: Councilor Ouellette seconded.  
Discussion: None.

Vote: All Affirmative.

Motion to go back to Open Session: Councilor Ouellette motioned.  
Second: Councilor Kilcollins seconded.  
Discussion: None.

Vote: All Affirmative.

Action Taken:

Motion: Councilor Ouellette motions it is the Council's opinion that the Town Attorney send a letter to Jennifer Gaenzle demanding that she return the 117 research books that were catalogued into the Library's inventory and part of the Drew Room collection. That she also share where the following books purchased by the Town and authorized by her but were never catalogued into the Library's inventory.  
Second: Councilor Pelletier seconded.  
Discussion: None.

Vote: All Affirmative.

XII. Adjournment

Motion: Councilor Kilcollins made the motion.  
Second: Councilor Ouellette seconded.  
Discussion: None.

Vote: All Affirmative.

Council Adjourned at 6:30 PM.

Respectfully Submitted,

Neadra E. Dubois, Council Secretary