

Fort Fairfield Town Council Monthly Meeting Minutes
Council Chambers
Wednesday, July 17, 2024
6:00 PM

- I. Roll Call – 6:02 PM
COUNCIL: James Ouellette, Shane McGillan, Pat Canavan Absent: Keith Thibeau, Kevin Pelletier
STAFF: Timothy Goff, Neadra Dubois, Tony Levesque, Darren Hanson, Chief Jalbert, Cody Fenderson, Dustin Wallace, Gary Schumaker, Jack Shannon, John Cummings, Chief Cummings
CITIZENS: three (3)
MEDIA: Star Herald

- II. Prayer
Mr. Levesque provided prayer for the meeting.

- III. Pledge to the Flag
All in attendance pledged their allegiance to the flag.

- IV. Public Comment Period
No public comments made.

- V. Correspondence and Reports
 - A. Licenses and Permits
There were two licenses (one new and one renewal) presented. The renewal was for SVA Inc., DBA Boondocks Grille. The new application was from Northern Maine Catering, LLC., DBA Parkhurst Siding Pub, to serve as the beer garden during the Potato Blossom Festival.
Motion: Councilor Ouellette motioned to approve the licenses.
Second: Councilor McGillan seconded the motion.
Discussion: None.

Vote: All Affirmative for Councilors present.

 - B. Financial Report

Town Manager Goff gives a report on the Town's finances. The FY 23-24 has closed in the black with 88.58% of the budget spent per the preliminary reports. This number will likely increase into the 96-97% range once the final bills from June are appropriately accounted for and the accounting on the Old TAN is adjusted, but the Town will remain significantly below budget. On the revenue side, the Town finished the year at or above projections in all major categories, with excise tax rebounding to land .09% shy of budgeted.

C. Aroostook Waste Solutions Report

Stev Rogeski gives the monthly AWS report. Mr. Rogeski reports that the last AWS meeting was on June 28th. He states that expenses were down 3%. He also discussed the recycling truck being back up and running, they passed the DEP inspections, passed the MMA safety inspection, and new wage scales AWS is trying.

D. Dept. Head Presentation – Chief Cummings

Chief Cummings gives a presentation on the Fort Fairfield Police Department and what measures they are taking to fight crime in Fort Fairfield. He also stated that the Officers will be trained to have a K-9 on the force soon.

E. Jail Report

Chief Cummings and Town Manager Goff attended a meeting in Presque Isle with law enforcement, municipal officials and consultants hired to study the current condition of the Aroostook County Jail and the need to replace the facility. There are many challenges facing the County when it comes to maintaining this facility while seeking the funding to build a new one. Because of the likely cost of construction and the impact on taxes, Town Manager Goff felt it was important to update the Council on this topic. He and Chief Cummings will continue to provide updates as this process moves along.

F. EMS Recognition

Chief Jalbert, on behalf of Maine EMS, recognizes one of his crews for their outstanding efforts when responding to a critical cardiac arrest situation. The team – Firefighter/Paramedic John Commings, Paramedic/Officer Cody Fenderson, and Lieutenant EMT Jack Shannon will be receiving the prestigious Phoenix Award. This award is given to recognize providers for their skills and knowledge in successfully resuscitation of a patient who experiences a major cardiac arrest event.

VI. Old Business

A. Cyber Insurance

The Town was provided with a number of quotes from United Insurance, ranging in price from a couple thousand to more than ten thousand dollars. After a review of the options, coverages and price points, the policy chosen was one that provided the best coverage for the price point from XS Brokers. The cost of the policy for FY 24-25 is \$2,930.00. It is recommended that Council ratify the Town Manager's approval of the Cyber Insurance Policy for FY 24-25.

Motion: Councilor Ouellette motioned to approve the Cyber Insurance Policy.

Second: Councilor McGillan seconded the motion.

Discussion: None.

Vote: All Affirmative for Councilors present.

VII. New Business

A. Quitclaim Deed – 269 Center Limestone Rd

A request has been received from NorStar Title for Councilors to sign off on a Quitclaim Deed for 269 Center Limestone Road as that parcel is being conveyed. The recommendation, from the Town Manager, is that Council sign the Quitclaim Deed for 269 Center Limestone Road.

Motion: Councilor Ouellette motioned to approve signing the Quitclaim Deed for 269 Center Limestone Road.

Second: Councilor McGillan seconded the motion.

Discussion: None.

Vote: All Affirmative for Councilors present.

B. Stanton Grant

Chief Cummings applied to the Stanton Foundation for the acquisition and training of a Police K-9 and was awarded \$32,000 for the dog, its training, its equipment and additional funding to train the handler. This K-9 will be trained to detect drugs and to assist in search and rescue operations, reducing the need to depend on outside agencies for these capabilities. The Town Manager recommends Council to approve the acceptance of the Staton Grant.

Motion: Councilor Canavan motions to approve the acceptance of the Staton Grant.

Second: Councilor Ouellette seconded the motion.

Discussion: None.

Vote: All Affirmative for Councilors present.

C. AARP Grant

The librarians continue to do incredible work with new programming and enhancements to the library. Not only are they doing great things, but they are working on grants and other revenue sources to help fund these improvements. A few weeks ago, they were notified that a grant they had submitted to AARP had been awarded the full amount requested, \$10,650 to help them build the Memorial Garden adjacent to the library. The Town Manager recommends that Council approve the acceptance of the AARP Grant in the amount of \$10,650.

Motion: Councilor Ouellette motioned to accept the AARP Grant.

Second: Councilor McGillan seconded the motion.

Discussion: None. Vote: All Affirmative for Councilors present.

D. Town Credit Card

Town Manager Goff explains to Council the troubles the Town has been having with the current credit card provider and being left with cards being declined. The Town Manager requests permission from Council to seek out a different credit card company for the Town to use.

Motion: Councilor Canavan motions to grant the Town Manager permission to do so.

Second: Councilor McGillan seconded the motion.

Discussion: None.

Vote: All Affirmative for Councilors present.

VIII. Minutes of the June 12th, 2024, Council Meeting

Motion: Councilor Ouellette motion to accept the minutes.

Second: Councilor McGillan seconded the motion.

Discussion: None.

Vote: All Affirmative for Councilors present.

IX. Warrants: #23 – \$206,257.81 #1 – Total to be calculated 7/16

Motion: Councilor Ouellette motioned to approve warrant #23.

Second: Councilors Canavan and McGillan seconded the motion.

Discussion: None.

Vote: All Affirmative for Councilors present.

Motion: Councilor McGillan motioned to approve warrant #1.

Second: Councilor Ouellette seconded the motion.

Discussion: None.

Vote: All Affirmative for Councilors present.

X. Other

A. MDOT Road Work

The MDOT road work on the South Caribou Road, Main Street and Presque Isle Street will be starting at the end of July.

B. GSA Meeting

The next Border update will be at the GSA Meeting on July 30, 2024 from 5 PM to 7 PM.

C. Daycare Update

The Little Sunshine Learning Center closed abruptly last Friday.

D. Cultivating Ag Future

All are welcome to join a presentation and discussion on strategies that towns can take to support agriculture and protect farmland. There is one in Patten on July 30, 2024 6-7 PM and one in Caribou on July 31, 2024 6-7 PM.

E. Water District Appointment

Mark Giberson was appointed in August of 2023 to the Fort Fairfield Utilities District's Board of Trustees to fill the term vacated by Todd Maynard, which expired at the end of June. The Town Manager's recommendation is that Council appoint Mark Giberson to serve a new three-year term as a Trustee of the Fort Fairfield Utilities District.

Motion: Councilor McGillan motions to appoint Mark Giberson to serve a new three-year term on The Utilities District Board of Trustees.

Second: Councilor Ouellette seconded the motion.

Discussion: None.

Vote: All Affirmative for Councilors present.

F. Nomination Papers

The November 5th, 2024 Election is coming up and it will be time to elect new Town Council and School Board members. Nomination Papers to run for these rolls can be obtained at the Town Office no earlier than July 26th and with a return date of September 6th.

XI. Public Comment Period
Stev Rogeski comments on how the Town is looking good and headed in the right direction. He also commented on the flower boxes and how beautiful Town is looking. The Town has been cleaned up and it looks nice.

XII. Executive Session – 1 MRSA §405(6)(A) – Personnel Matter
Motion IN: Councilor Ouellette motioned to go into Executive Session.
Second: Councilor McGillan seconded the motion.
Vote: All Affirmative for Councilors present.

TIME IN: 6:56 PM

Motion OUT: Councilor Canavan motioned to get out of Executive Session.
Second: Councilor McGillan seconded the motion.
Vote: All Affirmative for Councilors present.

TIME OUT: 7:45 PM

XIII. Adjournment
Motion: Councilor McGillan motioned to adjourn.
Section: Councilor Ouellette seconded the motion.
Vote: All Affirmative for Councilors present.

Time Adjourned: 7:47 PM

Respectfully submitted,

Neadra E. Dubois, Council Secretary