

Fort Fairfield Town Council Meeting Minutes
Council Chambers
Wednesday, June 15, 2016
6:00 P.M.

Councilors: Jason Barnes, John Herold, Robert Kilcollins and Scott Smith
Staff: Tim Goff, Jennifer Gaenzle, Darren Hanson, Rebecca Hersey, Ella Leighton, Tony Levesque, Shawn Newell and James Risner
Citizens: 10 including media

- I. Roll Call – Acting Chair Jason Barnes asked that the record reflect all councilors were present with the exception of Mr. David McCrea. Mr. McCrea requested that Mr. Jason Barnes chair this meeting for him this evening.
- II. Prayer – Tony Levesque offered the prayer.
- III. Pledge to the Flag - All in attendance pledged their allegiance to the Flag.

Mr. James Risner requested that item VI-A Town Order 16-06 Winter closing of Goodrich Cross Road and VII-A Proclamation 16-07 to be the next two items. Also requested that VII-E and VII-F be added to the agenda.

Council Chair agreed to the changes.

- VI-A Town Order 16-06, Winter closing of Goodrich Cross Road – Mr. James Risner – At its May 18th Council meeting, Council authorized a public hearing to close the Goodrich Cross Road during the months of November through April for a period of ten years. This public hearing was held June 8th at 6:00pm, the minutes are attached. One of the major concerns of speakers was the closure of Goodrich Cross Road in the winter would create a safety concern, as fire and rescue vehicles may not be able to get in or out of the valley on Center Limestone Road if the Goodrich Cross Road was closed. There were also concerns that residents may not be able to get to work and farmers may not be able to do their job if the Goodrich Cross Road was closed. Based on information received at the public hearing, it is apparent that the closing of the cross road during the winter months is not a prudent measure at this time. It is recommended that the Town Council allow the Town Manager to withdraw the request for Winter Closing of the Goodrich Cross Road from November 1st through April 30th each year for a period of 10 years.

The requested was granted.

- VII.A. Proclamation 16-07, Loring Job Corps Appreciation Day – Mr. James Risner – Late last fall the “Welcome to Fort Fairfield” signs were removed and delivered to the Loring Job Corps facility where they were rehabilitated by students over the winter. Fort Fairfield Public Works reinstalled the signs in late May. Thanks to the talents of students and staff of the Home Builder’s Institute, a program of the US Department of Labor, a great source of community pride has now been returned. A brief dedication ceremony was held on Thursday morning, June 2nd, to thank all those who played a role in the project. The work done by the students was exemplary and should extend the useful life of the signs for many more years. The

students and staff donated their time and skill to rehabilitate the signs resulting in a cost savings for the four service organizations – The Lions Club, Rotary Club, Knights of Columbus and the Fort Fairfield Chamber of Commerce. It is requested that a proclamation be issued to honor the students and staff at Loring Job Corps in recognition of their expert work and craftsmanship in restoring these symbols of our community and instilling a renewed sense of pride in our citizens

Mr. Tim Goff introduced James Hayes, the instructor from Job Corps, and went on to read the Proclamation.

Motion: Mr. John Herold moved to approve Proclamation 16-07, Loring Job Corps Appreciation Day.

Second: Mr. Scott Smith

Vote – All affirmative

IV. Public Comment- Jennifer Gaenzle spoke to the Council regarding Fort Fairfield's 200 anniversary of settlement of the Town in 1816. A celebration was held for the 100th in 1916 and the 150th in 1966. In speaking with the historical society it seems that their resources, time and interest are too stretched at this point. She has received many inquiries from other towns wanting to know if we were going to do any kind of celebration. As a resident of the Town she asked the Council to set up a committee or to see what can be done to acknowledge the bicentennial of our Town this year. Even if it's just banners at each end of the Town, a parade of residents dressed in historical clothing or certificates given to oldest living residents. It would be a shame to let this milestone of our town to go unrecognized.

V. Correspondence and Reports

A. Licenses / Permits- Ms. Hersey – There were no licenses or permits for the period of May 18th through June 15th, 2016

B. Financial Report – Mr. James Risner – Mentioned to the Council that the Town Office will be closing at 12:00 noon on June 30th to complete year end financials and will reopen at 7 AM July 1st.

The Towns Real Estate/Personal Property tax collections for May were \$101,712 compared to \$108,026 for May of 2015. As of May 31st, total tax collections were \$3,247,694 which is an increase of \$201,064 compared to last year. Excise as of May 31st was \$537,999, this is 99.63% of the budgeted amount. State revenue sharing as of May 31st was \$196,738, which is 94.59% of the budgeted amount and is ahead of the 91.66% that is expected. Our expenses as of May 31st are below what was expected. Cash flow is good with a balance of \$3,598.12 in checking and \$900,000 in savings after completion of Warrant #25. Some good news is that we received a State local road assisted program estimated at \$97,160 for fiscal year 2017. This is \$2,160 more than we initially budgeted for FY16/17.

C. Tri-Community Landfill Report – Mr. Stev Rogeski – The last meeting was held May 27, 2016. At the closing of their period the revenue was 15% above the

budgeted amount. They have hired a new very competent truck driver, he previously worked for the City of Caribou. Due to diligence of the girls in the office, the metal pile went out to bid. They were watching the markets, there was a little upswing in the market as it went from \$60 per ton to \$96 per ton, and this amount will help offset the updating that needs to be done to the scales. We also authorized Mark to apply for a DEP wetland recognition grant. Everything is going good and we appreciate the Town Council's support.

- D. Airing Town Council Meetings– Mr. James Risner – The Town Council meetings had been aired on Time Warner's public access channel until a couple months ago. The equipment being used is approximately 18 years old and obsolete. In researching solutions, we determined that a newer technology would offer access to more citizens than the use of Time Warner's public access channel. In order to keep citizens informed and connected, we have begun to use Town Hall Streams to provide streaming and playback access to Town Council meetings. You would be able to visit <http://townhallstreams.com/location/fort-fairfield-me> and view meetings in progress from anywhere with an internet connected device. Recordings of meetings will be stored on the Town Hall Streams server and will be kept available to access for a minimum of five years.

VI. Old Business

- B. Approve FY 16/17 Budget – Mr. James Risner - Public Hearings were held on April 27th and May 18th, there were no public comments at either one. The projected deficit at the April 27th public hearing was \$42,309 and at the May 18th public hearing it was projected at \$40,521. After review of the expenses as of warrant #25, which was done on June 13th and a review of the revenues as of June 14th, there is a projected excess of \$22,809. With less than three weeks left of this fiscal year, we are confident with our projected expenses. It is recommended that the Town Council approve the Fort Fairfield Fiscal Year 2016/17 budget.

Motion: Mr. Robert Kilcollins moved to approve the Fiscal Year 2016/17 budget as presented.

Second: Mr. John Herold

Vote – All affirmative

- C. Morse Road Speed Limit –Mr. James Risner received an update from Mr. Ray DeMerchant of the Maine Department of Transportation (MDOT) in regards to the speed limit on the Morse Road. He informed us that he plans to begin work in the near future. The Police Department has increased patrols on the Morse Road and to date they have not observed any speed limit or other traffic violations.
- D. Tax Acquired Property for 2013 Taxes – Mr. James Risner - At the May 18th Town Council meeting, council authorized the Town Manager to solicit requests for proposals for the removal of the structures at 109 Riverside Avenue. These Proposals were opened at 9:00 am, June 15th at the Town Office. The lowest

responsive and responsible bid was received from McGillan, Inc. for:

- 1) \$3,100 for demolition and burial on site
- 2) \$8,900 for demolition and removal from site

Motion: Mr. Robert Kilcollins moved to approve the award of the contract to McGillan, Inc. in the amount of \$3,100 for demolition and burial on site of the structures at 109 Riverside Avenue.

Second: Mr. John Herold

Vote – All affirmative

Discussion: Mr. John Herold stated that it was his understanding that if it is buried on site that would preclude anyone building anything in the future on this site unless the debris is dug up and removed. This may make it financially undesirable for anyone to buy, it defiantly reduces the value of the property. I guess there is a \$6,000 difference in removing verses burying it. I can see not wanting to spend the additional \$6,000 perhaps this particular site wouldn't justify that price anyway.

Mr. James Risner stated that he has spoken to Mr. Levesque regarding this site, because of the size, it is a non-conforming lot. Which means that after the structure is torn down, Mr. Levesque says that someone could build within one year on the current foot print of the structure. Considering where it is, it is highly unlikely. Other than that the only way someone could build on it is if they bought the adjacent property and combine the two properties and they might have enough room to build a home there.

VII. New Business

- B. Approve FY 16/17 Permits and Licenses- Mr. James Risner - Mr. Tony Levesque held a public hearing on June 14th at 12:00 noon in the Council Chambers.

Discussion: Mr. Jason Barnes asked the status of the mobile home park on Presque Isle Street.

Mr. Tony Levesque – Their State license lapsed over one year ago and most of the homes have been moved, the two that are still there are supposed to be moved. The former owners have deeded it back to the original owners in lieu of foreclosure because they held a mortgage against it. Their intent is not to reopen the mobile home park and are refusing to allow people to consider it at this time.

Motion: Mr. John Herold moved to approve renewing the FY 16/17 Permits and Licenses as presented.

Second: Mr. Scott Smith

Vote – All affirmative

- C. Approve FY 16/17 Appointments of Town Officials and Board Members – Ms. Becky Hersey – The following boards have terms up for renewal or replacement. The Library, Fort Fairfield Utility District, Zoning Boards of Appeals, Planning

Board, Board of Assessment Review, the Fort Fairfield Housing Authority and the Arbor Committee. The recommendation is that the Town Council appoints the Town Officials in the attachment and makes the following board appointments.

1. Tricia Langner on the Library Board of Trustees, for a five year term to run July 1, 2016 through June 30, 2021.
2. George McLaughlin on the Fort Fairfield Utilities District, for a three year term to run July 1, 2016 through June 30, 2019. Letter of recommendation from the Fort Fairfield Utilities District Board of Trustees is attached.
3. Kendall Shaw on the Zoning Boards of Appeals, for a five year term to run July 1, 2016 through June 30, 2021.
4. Philip Christensen on the Planning Board for a five year term to run July 1, 2016 through June 30, 2021
5. Scott Fields on the Board of Assessment Review for a three year term to run July 1, 2016 through June 30, 2019.
6. Michelle Johndro as Resident Commissioner on the Housing Authority of Fort Fairfield, for a five year term to run July 1, 2016 through June 30, 2021. Letter of recommendation from the Fort Fairfield Housing Authority Board of Commissioners is attached.
7. Patricia Troicke and Linda Jones on the Fort Fairfield Arbor Committee each for a term of three years to run from July 1, 2016 through June 30, 2019.

Motion: Mr. John Herold moved to approve the FY 16/17 Board Member Appointments and Department Heads and Town Officials as presented.

Second: Mr. Robert Kilcollins

Vote – All affirmative

- D. Authorize Audit Services from Felch & Company, LLC – The Town has used Felch & Company for several years and has been very satisfied with their work. The proposal states the audit will begin on approximately July 15, 2016 with reports issued no later than September 15, 2016. The quote received for this year's audit is \$8,700, which is \$200 more than last year, this increase is the same as last year.

Motion: Mr. John Herold moved to approve that Town Council authorize the Town Manger to sign the proposal from Felch & Company, LLC to conduct an Audit of the Town's financial statements for the year ending June 30, 2016.

Second: Mr. Robert Kilcollins

Vote – All affirmative

- E. All-Terrain Vehicles (ATV) Trails-Mr. James Risner – The Town of Fort Fairfield has from time to time supported the Recreational and Economic Benefit of the Fort Frontier ATV Club by granting them permission to operate ATV's on Town owned properties and portions of town ways for the local ATV trail systems. At this time the trail is closed and the Fort Frontier ATV club

has not submitted all of the ATV use permits that are required. The club may be submitting an application to MDOT to use some of the State of Maine Ways as part of their trail system and part of the application process is to show community support of the proposed trail system. They anticipate having the proper documentation completed prior to the July 20th Town Council meeting.

Motion: Mr. John Herold moved to authorize the Town Manager to sign the ATV use permit and letter of support after the appropriate documentation has been completed by the Fort Frontier ATV Club.

Second: Mr. Robert Kilcollins Vote – All affirmative

- C. Charles Lockhart Building Maintenance – Mr. James Risner - The Charles Lockhart Building is used by MSAD #20 and the Town for storage of athletic equipment. The restrooms in the building are used by School and Town Recreation Department teams using the baseball and soccer fields at the school. The building is in need of repair and MSAD #20 has requested funding support from the Town. This building was built in 1984-1985 time frame and was transferred to MSAD #20 in early 2000. MSAD #20 has been maintaining the building since then. MSAD #20 would like to install metal siding and a metal roof to prolong the useful life of the building. The estimated costs are \$7,252. MSAD #20 has requested the Town fund \$2,000, MSAD #20 will fund \$3,252, the Athletic Boosters will fund \$1,500 and MSAD #20 Athletic Department will fund \$500. It is recommended that the Town Council authorizes the Town Manager to use \$2,000 from the Parks and Recreation Reserve Account (G 1-3045-00) which has a balance of \$2,493.

Motion: Mr. John Herold moved to authorize the Town Manager to use \$2,000 from the Parks and Recreation Reserve Account (G 1-3045-00) for the maintenance of the Charles Lockhart Building.

Second: Mr. Robert Kilcollins Vote – All affirmative

VIII Minutes – Council Meeting May 18, 2016 Regular

Motion: Mr. Robert Kilcollins moved to approve minutes of May 18, 2016 as written.

Second: Mr. John Herold Vote – All affirmative

- IX. Warrants: #23; \$256,312.26 #24; \$59,239.76 #25; \$218,502.21

Motion: Mr. Scott Smith moved to accept warrants #23, 24 & #25 as presented.

Second: Mr. Robert Kilcollins Vote – All affirmative

X Other – None

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 6:37 PM to discuss:

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

Second: Mr. Robert Kilcollins Vote – All affirmative

Motion: Mr. John Herold moved to come out of executive session at 6:49 PM
Second: Mr. Robert Kilcollins Vote – All affirmative

Motion: Mr. John Herold moved to authorize the Town Manager to sign the Memorandum of Agreement By and Between the New England Police Benevolent Association Local 604 and the Town of Fort Fairfield and to sign the Agreement By and Between Town of Fort Fairfield and the New England Police Benevolent Association Local 604 for the period of July 1, 2016 to June 30, 2019.

Second: Mr. Scott Smith Vote – All affirmative

XIII. Adjournment –

Mr. John Herold moved to adjourn at 6:51 PM.

Respectfully submitted,

Council Secretary
Rebecca J. Hersey