

Fort Fairfield Town Council Meeting Minutes
Council Chambers
Wednesday, January 18, 2017
6:00 P.M.

Councilors: Jason Barnes Mitchell Butler, Melissa Libby, John Herold and Scott Smith
Staff: Billie Jo Sharpe, James Risner, Tony Levesque, Tim Goff, Ella Leighton, Darren Hanson, Shawn Newell
Citizens: Two, including media

- I. Roll Call – Billie Jo Sharpe asked that the record reflects 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. Election of Chairperson - Current Chairperson: Mr. David McCrea

Motion: Mr. Herold moved to appoint Mr. Barnes as Chairperson.

Second: Mr. Butler Vote – All Affirmative

- V. Public Comment Period –There were no public comments.

VI. Appointments

- A. Tri Community Landfill: Mr. James Risner – In accordance with the TCL Interlocal Solid Waste Agreement, the Town of Fort Fairfield has one director and one alternate director on the TCL Board of Directors who is appointed annually by the municipal officers. Historically, the director has been a Town citizen and the alternate director has been the town manager. Mr. Stev Rogeski is the Town’s current member on the Board and he has been a TCL Board member for 11 years. He is extremely knowledgeable about the TCL operations and I believe is an excellent Town member on the Board.

Motion: Mr. Herold moved to re-appoint Mr. Stev Rogeski to the Tri Community Landfill Board with Mr. Risner as an alternate director.

Second: Mr. Butler Vote – All Affirmative

- B. Finance Committee: Current members: Mr. John Herold and Mr. Scott Smith; Mr. Robert Kilcollins was a member. Current alternate members: Mr. Jason Barnes: Mr. David McCrea was an alternate.

Mr. Herold asked to remain as did Mr. Smith, and Mr. Butler asked to be on the Finance Committee with Mr. Barnes and Mrs. Libby to serve as Alternates.

- C. Chamber of Commerce Board of Directors: Current member: Mr. Jason Barnes and current alternate: Mr. Scott Smith.

Mr. Barnes wished to remain on the Board along with Mr. Smith serving as an alternate.

- VII. Scheduling of regular Council Meetings: Currently – Third Wednesday of Month at 6:00 PM.

Council agreed to keep with prior practice and keep the current schedule of the third Wednesday of every month at 6:00 PM.

Correspondence and Reports

- A. Licenses / Permits- Ms. Hersey- We received one renewal Liquor License application from the Frontier Fish and Game Club.
- B. Financial Report – Mr. Risner – The Town’s Real Estate and Personal Property tax collections through December 31st were at \$1,087,721.84 compared to \$977,679.61 for the same time period in 2015. Excise tax collections as of December 31 are \$313,709.10, which is 57.04% of the budgeted amount. State revenue sharing as of December 31 is \$105,732.84, which is 49.44% of the budgeted amount. Our expenses as of December 31 are at 53.09% of the budgeted amount. Cash flow is good after completion of Warrant #14. As of today, a transfer of \$200,000 was made from the checking account into the savings account making the checking account balance \$94,161.16 and \$200,000 in savings and the TAN paid off on January 9.
- C. Tri-Community Landfill Report – Mr. Rogeski stated that at the last meeting on November 18, 2016 the revised personnel policy was approved. The 2017 budget was also approved and the Landfill will not have to raise their rates this year.

Jason asked about Capital Improvements and how the Landfill is with their equipment at this time. Stev noted they have reserve account funds for equipment and that most all of their equipment is currently up to date and functioning well. Mr. Rogeski also noted that the compactor that needed replacement was rebuilt to save money and it looks like they will get the full five years out of that which will put them somewhat ahead with equipment purchasing. Still working with Presque Isle and will hopefully hear something in the next few months.

- D. Community Bandstand – Mr. James Risner – The Town’s Community Bandstand collapsed just before 2:00 am on Thursday, January 5th. A contributing factor to the collapse was the snow load on the roof. The Town has insurance coverage on the Bandstand and we are working with the insurance carrier. We are receiving estimates for removal of the collapsed bandstand. The cupola and wind vane were recovered undamaged, by Public Works and are stored at Public Works. Mike Greenlaw of Greenlaw Electric has offered to donate all the electrical work, to include materials and labor. Kevin Pelletier of K-Pel Industrial Services, Inc. has offered to help where he can. All efforts will be made to have the Community Bandstand in place for the 70th Maine Potato Blossom Festival.

VIII. Old Business

- A. Morse Road Speed Limit – Mr. James Risner – Received an update from Mr. DeMerchant on January 3rd. He recommended that the speed be posted at 25 mph. His recommendation has been approved by the State Traffic Engineer, Director of Maintenance and Operations, State Police and Commissioner of Transportation (copy attached). Public Works will install speed limit signs as soon as the weather permits.

IX. New Business

- A. Proclamation 17-01 - Mr. Risner - Mr. Timothy Goff received an email from Janet Behnke, daughter of Roberta (Grant) Holland. She stated that her mom is going to be 100 years old on January 31, 2017. Ms. Holland was a longtime resident of Fort Fairfield and was the co-owner of Holland Real Estate in Fort Fairfield for many years. She currently lives at Leisure Village Assisted Living in Presque Isle. Ms. Behnke would like to know if the Town would be able to acknowledge and celebrate her mom’s 100th birthday. Ms. Behnke is unable to bring her mom to the January 18th Council Meeting, but will be traveling to Presque Isle the weekend of the 28th.

Mr. Tim Goff read the Proclamation.

Motion: Mr. Butler moved to approved signing Proclamation 17-01 honoring Ms. Holland and proclaiming January 31, 2017 as Roberta (Grant) Holland Day and instructed staff to mail the Proclamation to Ms. Behnke for presentation to her mom.

Second: Mr. Herold

Vote – All affirmative

- B. Economic Development Board Position- Mr. James Risner –Ms. Edith Helstrom was appointed by Town Council at their December 16, 2015 Council meeting. Ms. Helstrom’s term expired on December 16, 2016 and she would like to remain on the Board.

Mr. Barnes wished to add that Ms. Helstrom has been an active and involved member of this group.

Motion: Mr. Butler moved to approve the three year term of Ms. Edith Helstrom with the new term expiration date of June 30, 2020.

Second: Mr. Smith

Vote – All affirmative

- C. Firefighter Gear – Mr. James Risner- Background: The Fire Department has a volunteer firefighter going to a Firefighting 1 and 2 training course. Chief Baldwin was recently informed from the lead instructor that one of the firefighter’s protective firefighting gear did not pass inspection. We do not have the proper size protective gear for the firefighter. This protective firefighting gear is essential to a firefighter’s safety in a fire and on the fire scene, as well as their continued training in the Firefighting 1 and 2 training course. The cost to purchase protective gear for the firefighter is \$2,200. There is \$500 in Clothing/Uniforms (E 01-06-05-10) that can be used. I would like to use \$1,700 from the Fire Department Reserve account (G 1-3020-00) to pay the remainder of the cost. There is currently \$13,435.44 in the Reserve account. On January 17th, Mr. Risner received an e-mail from Scott Folsbee, Facility Manager at ReEnergy Fort Fairfield. It stated that he would like to donate \$2,000.00 to the Fire Department in appreciation of the great service and hard work the Fort Fairfield Fire Department has provided to ReEnergy. Acceptance of this donation will allow the department to use only \$200.00 from the Clothing/Uniforms account and nothing from the Reserve Account.

Motion: Mr. Butler moved to authorize the Town Manager to accept the \$2,000.00 donation from ReEnergy for the purchase of the protective gear.

Second: Mr. Smith

Vote – All affirmative

- D. Highway Safety Grant – Mr. James Risner – The Maine Bureau of Highway Safety has selected the Fort Fairfield Police Department to participate in the 2017 Speed Enforcement and Equipment (Municipal and County) Grant. The purpose of the grant is to reduce speed-related crashes, fatalities and injuries. The maximum amount of grant funds available to Fort Fairfield is \$4,170.68 with the option to be reimbursed up to \$2,000 for the purchase of a new radar unit, for a total possible grant award of \$6,170.68. The grant requires a match of \$1,542.67 from the Town. The grant money is to be used for 2017 Speed enforcement (salary and benefits) and purchase of a new radar unit. The Police

Department is in need of a new radar unit, which costs \$1,951. The grant application is due to the Bureau of Highway Safety by February 1, 2017.

Motion: Mr. Butler moved to authorize the Town Manager to use up to \$1,550 from the Police Department Reserve account (G 1-3050-00) for the grant's cash match requirement.

Second: Mr. Smith

Vote – All affirmative

E. Adoption of Fort Fairfield Utilities District Income Survey – Mr. Jim Risner - The Fort Fairfield Utilities District (FFUD) had Northern Maine Development Commission complete an income survey in order to prove eligibility for a Community Development Block Grant (CDBG). If awarded, the CDBG funds will be used to replace an existing septic sewer system treatment plant. The Town of Fort Fairfield will administer the CDBG if it is awarded to the FFUD, and therefore the Town Council needs to adopt the Income Survey.

Motion: Mr. Butler moved to approve that the Town Council signs the Income Survey Adoption.

Second: Mr. Smith

Vote – All affirmative

XI Minutes: Council Meeting December 21, 2016

Motion: Mr. Herold moved to approve Minutes of December 21, 2016 Council Meeting Minutes as presented.

Second: Mr. Smith

Vote – All affirmative

XII Warrants: #13 - \$59,791.26 and #14- \$429,555.77

Motion: Mr. Butler moved to accept warrants #13 & #14 as presented.

Second: Mr. Herold

Vote – All affirmative

XII Other – None

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

XIV Executive Session

Motion: Mr. Butler moved to go into Executive Session at 6:25 PM to discuss

1 MRSA 405 (6) (A) - Consideration of Appointments to the Library Board of Trustees

Second: Mr. Herold

Vote – All affirmative

Motion: Mr. Herold moved to come out of executive session at 6:36 PM

Second: Mr. Butler

Vote – All affirmative

Motion: Mr. Butler moved to appoint Mr. Shawn Newell to the Library Board of Trustees.

Second: Mr. Herold

Vote – All affirmative

XV Adjournment

Motion: Mr. Butler moved to adjourn at 6:39 PM.

Second: Mr. Herold

Vote – All affirmative

Respectfully submitted,

Billie Jo Sharpe
Deputy Clerk