

Fort Fairfield Town Council Monthly Meeting
Council Chambers
Wednesday, October 17, 2018
6:00 P.M.

I. Roll Call

All Councilors are present

Staff: Mr. Risner, Billie Jo Sharpe, Darren Hanson, Ella Leighton, Tony Levesque, Shawn Newell, Jennifer Gaenzle, Kevin Senal, Dale Keegan.

Citizens: 4 including Media

II. Prayer

Mr. Levesque offered the prayer.

III. Pledge to the Flag

All in attendance pledged their allegiance to the American Flag.

IV. Public Comment Period – None

V. Correspondence and Reports

A. Licenses and Permits

As of October 17, 2018 we have not received any license and permit applications.

B. Financial Report

The Town's Real Estate and Personal Property tax collections as of September 30 are \$342,072.69.

Excise tax collections as of September 30 are \$220,736.01. This is 39.42% of the budgeted amount, which is greater than the 25% expected as of September 30.

State revenue sharing as of September 30 is \$61,741.27. This is 25.00% of the budgeted amount, which is in line with the 25% that is expected as of September 30.

Our expenses as of September 30 are \$1,206,944.06. This is 23.6% of the budgeted amount, which is less than the 25% that is expected as of September 30.

Cash flow is good, with a balance of \$6,224.11 in checking and \$705,000 in savings after completion of Warrant #7.

C. Tri-Community Landfill Report – Mr. Rogeski

Mr. Rogeski gave a brief overview of the minutes from the last TCL Board of Directors Meeting on August 24, 2018. A copy of the minutes was provided to Councilors.

Mr. Rogeski provided information on the results of Presque Isle's DEP inspection per the request of Mr. Butler at the last Council meeting.

Mr. Rogeski said that there were only a few minor infractions.

D. NASA@My Library Orion Telescope – Ms. Gaenzle

The Fort Fairfield Public Library recently received an Orion FunScope Astro Dazzle 4.5 Altazimuth Reflector telescope as part of Phase II of the NASA@My Library STEM education initiative. Phase II of the project will provide the library with professional training, facilitation kits, and \$1,500 in funding to continue all-ages STEM programming until December 2020. The new telescope will be available for the public's use during the library's second annual International Observe the Moon Night at 5:00 p.m., Saturday, October 20, with partners from the Aroostook County Astronomy Club and Maine School of Science and Mathematics.

The Fort Fairfield Public Library was selected as one of 75 national NASA@My Library sites in 2017 and is the only site in Maine.

E. Wal-Mart Community Grant- Mr. Senal

Wal-Mart recently awarded the Town's Parks and Recreation Department a Community Grant of \$750. Funds from the grant are to be used for Parks and Recreation Department program supplies.

The award of this grant is an example of the work Town staff is doing to find resources that provide services to the Town as well as help reduce the tax burden on our taxpayers.

F. Byrne-Jag Grant – Chief Newell

Each year for the past few years the Police Department has received a Bryne-Jag grant, with the funding intended to support school safety and education. This year the department was awarded \$1,906. After having a discussion with Superintendent Tim Doak, I purchased Nightlock Lockdown kits for the MSAD #20 schools. The locks are installed on classroom doors and provide a high level of security when emplaced.

Chief Newell stated that he is receiving an additional \$1,266 and he will be purchasing another 20 locks.

The award of this grant is an example of the work Town staff is doing to find resources that provide services to the Town and the schools as well as help reduce the tax burden on our taxpayers.

VI. Old Business

A. General Assistance Ordinance 18-11

Mr. Butler introduced Ordinance 18-11 for General Assistance at the September 19, 2018 regular Town Council meeting. A public hearing was held on October 5, 2018, at 12:00 P.M. in the Council Chambers at the Fort Fairfield Municipal Building. The minutes of the public hearing are attached.

The new maximums for the 2018 – 2019 General Assistance Ordinance are attached.

The law requires municipal officers adopt the ordinance after notice and hearing.

Recommendation: Town Council adopts Ordinance 18-11, an ordinance for General Assistance.

Mr. Kilcollins made a motion to adopt Ordinance 18-11, an ordinance for General Assistance.

Mr. Butler seconded.

Discussion: None

Vote: All Affirmative.

VII. New Business

A. Monetary Donation to Town's Parks and Recreation Department – Mr. Senal

Title 30-A M.R.S.A. §5654 states that a conditional gift for any specified public purpose offered to a municipality may be accepted or rejected by its legislative body.

Discussion: A Fort Fairfield resident has anonymously donated \$200 to the Town's Parks and Recreation Department to be used to buy equipment for adult programs.

Recommendation: That Town Council accept the donation of \$200 to the Town's Parks and Recreation Department to be used to buy equipment for adult programs, and direct the funds be placed in the Parks and Recreation reserve account (G 1-3045-00) for use to buy equipment for adult programs.

Mrs. Libby asked for which program the money was donated for.

Mr. Senal replied that it went towards the Fit for Fifty program.

Mr. Butler made a motion for the Town Council accept the donation of \$200 to the Town's Parks and Recreation Department to be used to buy equipment for adult programs, and direct the funds be placed in the Parks and Recreation reserve account (G 1-3045-00) for use to buy equipment for adult programs.

Mr. Barnes seconded.

Discussion: None.

Vote: All Affirmative.

B. Fort Fairfield Snowmobile Club Trail Grant

The Town has provided a conduit for snowmobile trail maintenance funds from the State to the Fort Fairfield Snowmobile Club since 1999.

Discussion: There is very little staff time required to assist the Fort Fairfield Snowmobile Club in their grant application. The Club prepares and manages all the paperwork. The State

distributes the grant funds to the municipality and the municipality appropriates the grant funds to the Club in accordance with M.R.S.A. Title 12, Chapter 220, Subchapter 8, Section 1893.3.

Recommendation: Town Council authorizes the Town Manager to sign the application for financial assistance (copy attached).

Mr. Butler made a motion authorizing the Town Manager to sign the application for financial assistance.

Mr. Kilcollins seconded.

Discussion: None

Vote: All Affirmative.

VIII. General Election

- A. Designation of Opening and Closing of Polls
 - Open at 8:00 a.m. and Close at 8:00 p.m.
- B. Designation of Central Counting Location
 - Town of Fort Fairfield Community Center
- C. Designation of Voting Poll Location
 - Town of Fort Fairfield Community Center
- D. Ratification of Election Warden
 - Billie Jo Sharpe, Warden
- E. Ratification of Election Warrants
- F. Ratification of Election Clerks and Counters

The General, Referendum and Local Election this year is scheduled for November 6, 2018. I am anticipating a heavy turn-out as this is a gubernatorial election along with local School Board and Town Council seats. I believe it will be steady. As in the past we need to have the Council vote on:

- A) Opening (8:00AM) and closing (8:00PM) of the polls, which is set by the State as stated in Title 21-A §626.
- B) Designation of Counting location per Title 21-A §622-A.
- C) Designation of Voting Poll Location
- D) The election warden, Billie Jo Sharpe.
- E) The warrant for payment for the election clerks.
- F) The election clerks and counters.

Recommendation: That Town Council approves A – F as presented.

Mr. Butler made a motion to approve A-F as presented.

Mr. Barnes seconded.

Discussion: None

Vote: All Affirmative.

IX. Minutes of the September 19, 2018 Regular Council Meeting, September 20, 2018 Special Council Meeting, and October 2, 2018 Special Council Meeting.

Mr. Butler made a motion to approve the minutes of the September 19, 2018 Regular Council Meeting, September 20, 2018 Special Council Meeting, and October 2, 2018 Special Council Meeting.

Mr. Butler seconded.

Discussion: None

Vote: All Affirmative.

X. Warrants: #6; \$256,443.30 #7; \$256,875.71

Mr. Kilcollins made a motion to approve Warrants: #6; \$256,443.30 and #7; \$256,875.71

Mr. Butler seconded.

Discussion: None

Vote: All Affirmative.

XI. Other

A. * Thanksgiving Dinner

The Town Councilors are invited to the annual Thanksgiving dinner for Town staff and the Utilities District staff at 11:30 on Thursday, November 15 at Public Works. As has been done in the past, the Town office, all departments and the library will be closed from 11:15 – 12:45 so all town employees can enjoy the dinner together.

B. * ReEnergy

Mr. Risner contacted Sarah Boggess, Director of Communications and Governmental Affairs, ReEnergy Holdings LLC. Ms. Boggess informed me that ReEnergy expects to terminate operations sometime in November. The exact date depends on the rate of fuel inventory depletion. Many employees will stay on for a week or several weeks after the plant terminates operation to properly lay up the plant.

The closure will not impact this year's budget. Staff and I are analyzing possible impacts to the Fiscal Year 2019/2020 budget.

Discussion: None.

XII. Manager's Report- Mr. Risner

Given to Councilors for informational purposes.

XIII. Executive Session

A. MRSA 405(6)(A) Town Manager Selection

Mr. Butler made a motion to enter into Executive Session.

Mr. Barnes seconded.

Vote: All Affirmative.

Council entered into Executive Session at 6:15 pm.

Mr. Butler made a motion for Council to come out of Executive Session.

Mr. Barnes seconded.

Vote: All Affirmative.

Council came out of Executive Session at 6:35 pm.

XIV. Adjournment

Mr. Butler made a motion to adjourn.

Council Adjourned at 6:35 pm.

Respectfully submitted,

Billie Jo Sharpe,
Council Secretary