Fort Fairfield Town Council Monthly Meeting
Council Chambers
Wednesday, March 18, 2020
6:00 P.M.

I. Roll Call
II. Prayer
III. Pledge to the Flag
IV. Public Comment Period
V. Correspondence and Reports
   A. Licenses and Permits
   B. Financial Report
   C. AWS
VI. Old Business
   A. Animal Ordinance – Planning Board
   B. Update 32 Forest Avenue TA Property
VII. New Business
   A. Recreation Department Multi-Purpose Building Donation
   B. CDBG Week
   C. Tax Acquired Property for 2017 Taxes
   D. Interest Rate for 2020 Taxes
VIII. Minutes of the February 19, 2020 Regular Council Meeting
IX. Warrants: #21: $335,386.67
X. Other
XI. Manager’s Report
XII. Adjournment

Posted: 3/16/20
Municipal Building
CFCU
Katahdin Trust Co.
MEMORANDUM

March 16, 2020

To: Town Manager and Town Council
From: Billie Jo Sharpe, Town Clerk
Subject: Licenses and Permits

There are no license and permit applications at this time.
MEMORANDUM

February 20, 2020

To: Andrea Powers, Town Manager
From: Ella Leighton, Treasurer
Subject: February Revenue Sharing

We received February Revenue Sharing in the amount of $42,003.48 today. Year to date we have received a total of $275,163.29 which is 63.44% of our budget vs 66.67% expected at this time.
MEMORANDUM

March 09 2020

To: Andrea Powers, Town Manager
From: Ella Leighton, Treasurer
Subject: February 2020 Financial Information

Checking account balance as of 02/29/2020 is $1,539,143.69; Machias Savings balance $5,000.00; CDARS balance $813,860; ICS balance $67,733. TAN balance owed is $350,000.

As of February 29 2020, total excise tax collected to date is $404,270.02; State revenue sharing is $275,163.29 (63.44% of budget); in February we collected $768,111.43 in Real Estate & Personal Property bringing our total collected to $2,529,487.65.

Loan balances as of 02/29/2020:
  Jones Fuel - $2,080.63
  Langley #5275 - $19,016.63
  Langley #5277 - $6,899.37
  Pelletier - $563.91
MEMORANDUM

March 09 2020

To: Andrea Powers, Town Manager
From: Ella Leighton, Treasurer
Subject: February 2020 Financial Information

Checking account balance as of 02/29/2020 is $1,539,143.69; Machias Savings balance $5,000.00; CDARS balance $813,860; ICS balance $67,733. TAN balance owed is $350,000.

As of February 29 2020, total excise tax collected to date is $404,270.02; State revenue sharing is $275,163.29 (63.44% of budget); in February we collected $768,111.43 in Real Estate & Personal Property bringing our total collected to $2,529,487.65.

Loan balances as of 02/29/2020:
   Jones Fuel - $2,080.63
   Langley #5275 - $19,016.63
   Langley #5277 - $6,899.37
   Pelletier - $563.91
MEMORANDUM

March 18, 2020

To: Town Council
From: Andrea L. Powers, MPA, Town Manager
Subject: Aroostook Waste Solutions (AWS) Report

Mr. Rogeski will not be here to present an AWS report due to the COVID-19 social restrictions and recommendations of the Maine CDC.
MEMORANDUM

March 16, 2020

To: Town Council  
From: Andrea L. Powers, MPA, Town Manager  
Subject: Animal Ordinance

The recent COVID-19 Pandemic has limited our availability to properly discuss the proposed Animal Ordinance from the Planning Board.

Recommendation: Council tables the discussion the Planning Boards proposed Animal Ordinance.
MEMORANDUM

March 16, 2020

To: Town Council
From: Andrea L. Powers, MPA, Town Manager
Subject: Animal Ordinance

The recent COVID-19 Pandemic has limited our availability to properly discuss the proposed Animal Ordinance from the Planning Board.

Recommendation: Council tables the discussion the Planning Boards proposed Animal Ordinance.
MEMORANDUM

TO: Town Manager/Town Council

FROM: Ella Leighton

DATE: March 17, 2020

SUBJECT: Tax Acquired Property for 2017 Taxes

The following is a list of properties that became Tax Acquired on March 09, 2020 for 2017 taxes and total amount due on each property as of 3/10/2019:

(A) TROMBLEYS & FULLER
    327 Houlton Road – Total Taxes Due $973.78
    Assessed Value - $10,200

(B) TROMBLEYS & FULLER
    135 Riverside Avenue – Total Taxes Due $611.05
    Assessed Value - $5,900

The recommendation is that we offer both properties back to the original owners for the total taxes due plus interest and fees to be paid in full BEFORE April 01, 2020. I have been contacted by one of the original owners who states that they want to keep both properties. If they pay the taxes before April 01, 2020 the properties would be on our 2020 tax roll and we would collect 2020 taxes from them.

If the original owners do not pay before April 01, 2020, the recommendation is that we offer the properties to the abutting owners with a minimum bid for (A) of $1500, and a minimum bid for (B) of $800. These amounts would include estimated taxes for 2020.

Recommendation: Town Council authorize the Treasurer to offer both properties back to the original owners with all taxes, interest & fees paid in full before April 01, 2020; or to offer the properties to abutting owners for the amounts stated above if original owners have not paid before April 01, 2020 in AS IS WHERE IS condition with no guarantees expressed or implied.
MEMORANDUM

TO: Town Council/Town Manager

FROM: Ella Leighton

DATE: March 12, 2020

SUBJECT: Update on Tax Acquired Property at 32 Forest Avenue

As approved by Council on February 19, 2020, we advertised again the property located at 32 Forest Avenue with a minimum bid of $5,500.

We received one bid from WJV Holdings in the amount of $5,678.90. I will have the Quit Claim Deed prepared for your signatures and acceptance on March 18, 2020.
MEMORANDUM

March 13, 2020

To: Town Council
From: Kevin Senal, Parks and Recreation Director
Subject: Aroostook Trusses Donation

Background: 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: The Parks and Recreation Department inquired about a donation of a new multi-purpose building for the rec department. The goal is to replace the dilapidated warming hut located by the tennis courts with a larger, safe, multi-purpose space. We will be able to utilize the building year-round to support recreation in our community. Aroostook trusses has graciously agreed to support this project by committing to donate the plans, wall sections, and the trusses for this project. The value of this donation is $4,000.

Recommendation: That Town Council accepts the donation of plans, walls, and trusses from Aroostook Trusses, valued at $4,000

Memorandum

March 2, 2020

To: Town Manager and Town Council
From: Tony Levesque, Community Development Director
Subject: Proclamation 20-01, Community Development Week

Background: The Community Development Block Grant (CDBG) program was established in 1974 and is a partnership of federal, state and local governments as well as private sector, non-profit and community efforts to develop viable urban communities by providing decent housing, suitable living environments and expanded economic opportunities, principally for low and moderate income persons.

The Town of Fort Fairfield has received $11,215,617.00 in CDBG funds since 1984. Town projects funded with CDBG dollars include the clinic project, armory renovation and Monson pond dam and bridge project.

Discussion: The National Community Development Association established the National Community Development Week 34 years ago. This year, April 13 through April 18 has been designated Community Development Week.

The proclamation (attached) proclaims the week of April 13 through April 18, 2020 as Community Development Week throughout the Town of Fort Fairfield and gives special thanks and recognition to all the participants whose hard work and devotion to the neighborhoods and their low and moderate income residents to help insure the quality and effectiveness of the Community Development Block Grant Program.

Recommendation: Town Council sign Proclamation 20-01, Community Development Week.
March 16, 2020

To: Andrea Powers, Town Manager
CC: Town Council
From: Ella Leighton, Tax Collector
Subject: Interest Rate

Delinquent Tax Rate has been set by the State of Maine at 9% maximum for 2020 Real Estate and Personal Property taxes. This rate would become effective on March 01, 2021

The higher rate often encourages tax payers to pay taxes in a timely manner versus having to pay a high interest rate. At this time, I am asking the members of the Town Council to approve the new interest rate of 9% for the 2020 Real Estate and Personal Property taxes.

Recommendation: Town Council approves the delinquent tax rate set by the State of Maine at 9% maximum for the 2020 Real Estate and Personal Property Taxes effective March 1, 2021.
March 09, 2020

To: Andrea Powers, Town Manager  
From: Ella Leighton, Treasurer  
Subject: Warrant #21

Warrant #21 in the amount of $335,386.67 was completed on 03/03/2020.

Checking account balance as of 03/04/2020 is $1,243,515.04; Machias Savings balance $5,000.00 and a combined balance of CDARS and ICS of $881,593.00.

We now owe a balance of $300,000.00 on our TAN loans.