

Fort Fairfield Town Council Meeting Minutes
Council Chambers
Wednesday, February 17, 2016
6:00 P.M.

Councilors: David McCrea, Jason Barnes, John Herold, Robert Kilcollins and Scott Smith
Staff: William Campbell, Tim Goff, Darren Hanson, Rebecca Hersey, Ella Leighton, Tony Levesque and James Risner.
Citizens: 4 including media

- I. Roll Call – Acting Chair Jason Barnes asked that the record reflect all councilors present with the exception of David McCrea.
- II. Prayer – Tony Levesque offered the prayer
- III. Pledge to the Flag - All in attendance pledged their allegiance to the Flag.
- IV. Public Comment- Mr. Barnes made an announcement to make everyone aware that Saturday the 20th is Planet Head Day at UMPI and our Town Manager is going to participate with some other Town Managers. “We thank you for participating and raising money for a good cause”.
- V. Correspondence and Reports
 - A. Licenses / Permits- One application for a Catering Permit from the Fort Fairfield Lions Club.
 - B. Financial Report –The Town’s Real Estate and Personal Property tax collections for January were \$832,977 compared to \$788,043 for January 2015. As of January 31st total tax collections are \$1,801,657 which is an increase of \$66,055 compared to last year. Excise tax collections as of January 31, 2016 are \$328,747, which puts the Town ahead of budget as we have collected 60.88% of the budgeted amount. State revenue sharing as of January 31, 2016 is \$133,426, which puts the Town ahead of budget at 64.15% of the amount budgeted. We were able to repay the Tax Anticipation Note (TAN) on January 25th. Expenses are in line with expectations. Cash flow is good with a balance of \$182,964.15 in checking and \$300,000 in savings after completion of Warrant #16.

Superintendent Marc Gendron of MSAD 20, informed me that the school’s adjusted state contribution is \$259,911 less in FY 16/17 than in FY 15/16 (\$3,452,196 as compared to \$3,712,107). Superintendent Gendron and his staff are working to mitigate the negative impact on the school and reduce the amount of additional funding that might be required from the Town. Ms. Leighton, Town Treasurer has spoken with Cathy Smith, MSAD 20 business manager and they are meeting on Thursday, February 18th to discuss the MSAD 20 budget and the impact it will have on the Town’s budget.

The cost of the Agreement between the Town and the State of Maine Department of Public Safety will decrease by \$1,184 for FY 16/17. The annual fee for the

FY 15/16 agreement is \$8,922 and the annual fee for the 16/17 agreement is \$7,738.

- C. Tri-community Landfill Report – Mr. Stev Rogeski – We have not had a meeting since the last Council meeting. Mark is usually pretty good at informing us if anything comes up and we haven't seen any correspondence at all. Mark is actively following some legislation, keeping on top of it making sure that legislation will stay in our favor.
- D. Photovoltaic (PV) Solar Energy – Mr. James Risner met with Marc Gendron, MSAD 20 Superintendent, Edward Wright, Director of Renewable Services and James W. Sewall Company on February 4th, to discuss possible PV solar energy options to help reduce the cost of electricity to the Town and MSAD #20. Mr. Wright is preparing a business case analysis for installing PV solar panels on MSAD #20 property that would reduce the cost of electricity for the Town and MSAD #20. This should be completed by early March and will provide information that will assist the Town and MSAD #20 to determine if PV solar energy is a viable option.
- E. Internet Feasibility Study Update – Mr. James Risner - Staff continues to work closely with officials from the Sewall Company to conduct an intensive internet feasibility study. The goal of the study is to provide detailed information about current internet infrastructure that is in place in Fort Fairfield and to determine the cost and benefits of implementing various investments in telecommunications technology to improve access and speeds in our community. The Town has been working with Sewall and Virtual Managed Solutions to conduct a survey of residents both online and over the phone. These surveys should wrap up by the end of February, and the data collected will be included in the final report issued by Sewall in mid-to-late March.

VI. Old Business –

- A. Ordinance 16-01, Warrant Ordinance – Mr. James Risner - Mr. Jason Barnes introduced Ordinance 16-01 at the January 20th council meeting. The public hearing was held on February 8th at 12:00 noon. There is no language in the Town's Charter that allows for an early release of funds, such as for payroll, payments to MSAD#20, payments to the State, the Town's health insurance provider, payments on the Tax Anticipation Notes and emergency needs as determined and approved by the Town Manager. It is recommended that the Town Council adopts Ordinance 16-01, Warrant Ordinance.

Motion: Mr. John Herold moved to adopt Ordinance 16-01, Warrant Ordinance as presented.

Second: Mr. Robert Kilcollins

Vote – All affirmative

VII. New Business

- A. Secretary to the Council – The Fort Fairfield Town Charter states that the Council shall appoint a person who shall have the title of Secretary to the Council. Ms. Hersey has been Secretary to the Council since January 1, 2008 with no such appointment and has been compensated with four (4) overtime hours per pay period. It is recommended that the Town Council appoints Ms. Hersey as Secretary to the Council and continues with the four (4) overtime hours per pay period as compensation.

Motion: Mr. John Herold moved to appoint Ms. Hersey as Secretary to the Council and continue with the compensation of four (4) overtime hours per pay period

Second: Mr. Robert Kilcollins

Vote – All affirmative

- B. Resolution 16-02, Adoption of 2016 Aroostook County Hazard Mitigation Plan Update. The Aroostook County Hazard Mitigation Plan is a multi-jurisdictional plan required by the Federal Emergency Management Agency (FEMA) in order for a jurisdiction to be eligible to apply for mitigation grants administered by FEMA. It is recommended that the Town council signs Resolution 16-02, Adoption of the Aroostook County Hazard Mitigation Plan Update.

Motion: Mr. Robert Kilcollins moved to adopt Resolution 16-02, 2016 Aroostook County Hazard Mitigation Plan Update.

Second: Mr. John Herold

Vote – All affirmative

VIII Minutes: Council Meeting January 20, 2016 Regular Council Meeting

Motion: Mr. Robert Kilcollins moved to approve Minutes of January 20, 2016 as written.

Second: Mr. Scott Smith

Vote – All affirmative

IX Warrants: #15 - \$503,411.55 and #16 - \$278,401.79

Motion: Mr. Robert Kilcollins moved to accept warrants #15, & #16 as presented.

Second: Mr. John Herold

Vote – All affirmative

X Other – None

XI Executive Session

Motion: Mr. Robert Kilcollins moved to go into Executive Session at 6:14 PM to discuss

MRSA 405 (6) (A) - Personnel Matter

MRSA 405 (6) (A) - Consideration of Appointment to the Economic
Development Board

Second: Mr. Scott Smith

Vote – All affirmative

Motion: Mr. John Herold moved to come out of executive session at 6:39 PM

Second: Mr. Robert Kilcollins

Vote – All affirmative

A. Motion: Mr. John Herold moved to approve giving Chief Campbell his
IPAD 2 after a complete review of the contents of that IPAD 2 and his Glock
service weapon.

Second: Mr. Scott Smith

Vote – All affirmative

B. Motion: Mr. Robert Kilcollins moved to appoint Mr. Jason Barnes as an
additional council member to serve on the Economic Development Board as a
non-voting member.

Second: Mr. John Herold

Vote – All affirmative

XII. Adjournment –

Motion: Mr. John Herold moved to adjourn 6:45 PM

Second: Mr. Robert Kilcollins

Vote – All affirmative

Respectfully submitted,

Council Secretary
Rebecca J. Hersey