

Fort Fairfield Town Council Meeting Minutes
Council Chambers
Wednesday, June 20, 2012
6:00 P.M.

Councilors: David McCrea, Kim Murchison, Mark Babin, Terry Greenier and John Herold

Staff: Bill Campbell, Tony Levesque, George Watson and Mike Bosse

Citizens: 4 including media

Roll Call – Acting Chair David McCrea asked that the record reflect that all councilors are present with the exception of Terry Greenier and Kim Murchison.

- II. Prayer - Councilor Mark Babin offered the prayer
- III. Pledge to the Flag - All in attendance pledged their allegiance to the Flag.
- IV. Public Comment Period – None
- V. Correspondence and Reports:
 - A. Licenses/Permits – One – Irish Setter Pub for a Liquor License for off sit Privileges (Beer Garden) during the Maine Potato Blossom Festival.
 - B. Financial Report – Dan – Nothing out of the ordinary, it appears that we are on track to have a modest surplus equal to or greater than budgeted for next year's budget. Income is on track with excise tax and revenue sharing. All departments will be under budget despite having a few line items that are over. Cash flow is good though with the current paving projects, we will spend an additional \$700,000.00 in July.
 - C. Tri-Community Landfill Report- Dan – The last meeting was June 15th and for the first time in three years the volume of tonnage is up. Tri Community also has seen an increase in prices for recycled materials, such as aluminum, cardboard and paper. Income is up with expenses in line with the exception of repairs to equipment. Currently we are renewing the spray and irrigation license with the DEP, who remain fairly active at the landfill. During the annual landfill operator's training DEP will be participating to help employees maintain compliance with the regulations. We currently are looking at ways to convert captured methane gas from the old landfill to energy.
 - D. Update on Senior Citizens Housing – Dan – We should be going out to bid at the end of the week, we got the go ahead from Maine State Housing. BR Smith is working on the final comments that they received, they have to have it out by Friday. Looking at a closing sometime end of July, beginning of August. Once we have had the closing a contractor will be on site, we are moving forward. Part of the issue was the road going into the property, there have been some discussions as to whether it should be off of Presque Isle Street or the Wesleyan Street. The final decision is that it will be coming off of Presque Isle Street. This has been a slow process, we have had to make adjustments on how it will be paid for, but we are moving forward.

- E. Update on Health Clinic – Pleased to say that we have received our funding thru DECD, for a grant of \$300,000. They would like to see this project done this year. We have met with BR Smith to talk about whether this is reasonable and if it is, what are the time lines. We are looking at meeting with Pines/Cary at the end of the week. Tony is going to Augusta on Monday, he will be meeting with DECD and learning what their expectations are. We should know for sure if we will be moving forward within three weeks.
- F. Police Department Update – Bill – Stone Garden Patrols are still continuing. We have received our reimbursement for monies that was spent in May for the OUI grant, (underage drinking grant). We had an inspection by the Director of the Animal Welfare, every thing is good to go. The only issue was that we need to waterproof the cage doors, which we will have done. They will be coming back up next week to make sure this was done and will issue the Permit License to operate the Canine Clink. We have two new reserve officers starting July 1st, Mark Sotomayor and Luke Blackstone. They have been doing their ride along and getting their necessary training at no expense to the Town. July 25th through August 6th the Chief will be in Guatemala and Sergeant Newell will be in charge.
- G. Update on Rail Line Transfer/Railroad Insurance – We are working with MDOT to have the rail line transferred to the State. They are currently working on the legal description and we anticipate that this transfer will be completed in a couple of months. Our railroad liability insurance policy came due on June 14th and on the 13ths we were notified that the policy was not going to be renewed. Our general liability will protect us from incidents that are not related to rail activity. We have requested that Northern Maine Railway list the Town as additional insured on their policy which would protect the town from any incident related to their operations on our property. We have further requested that until such time that we receive this certificate they refrain from any activity on the line
- H. Update on Purchasing the Apartment Building on Main Street –We now own the building, it is going to be turn down. Jr McGillan will be doing this. George is having the steps taken down tomorrow.
- I. Update on Riverside Park Dedication–The dedication will be July 20th at noon. The boy scouts will be helping out with the BBQ. The blocks in the walkway have names of the supporters who donated their time. We are going to do a little more with flowers and landscaping.
- J. Update on Installation of Coal Furnace at Public Works – We should have the furnace by next week. George has the space for it cleaned up and will be building a furnace room and a coal bin.
- K. Update on the Halfway House Pet Rescue – a letter was sent to Sharon Watson, it outlined the responsibility that the Town would be willing to

assume and theirs. When the building is completed the Town will own it and they would have a long term lease. They are a professional organization, very dedicated. Will be meeting with them on the 21st. Want to look at putting together a game plan to move forward. They have met with their vet they use and they have designed a space in the building to provide 1 day a week vet service for Fort Fairfield.

- L. New Annual Report Compilation – Mike and Dan have been working with Elizabeth Keagan, a student at UMPI to create a truncated but much more user friendly annual report. Would like to see something like this go out with our tax bills in October. We have talked about doing this in place of our regular annual report. I don't know if we are going to do that right off. I know we order fewer and fewer of our annual reports and we continue to have lots left over. It is not something that is fully read.

John Herold – This looks like a very up beat thing to be sending around.

Dan – this would also be on our website.

- M. Update on Maine Bond Bank Loan – Attached is a loan summary on our bond that we just received on our paving project. The most striking thing about it, despite some of the things we hear from our local administration, the Maine Bond Bank is rated triple A, which is the highest rating they can have. Because of that our average interest rate is like 2.1% over 10 years
- N. Update on Paving Project – George – Started June 6th and we are 90% completed at this time. We are addressing 15 different areas, 12 of which are done. We have the Russell Road, Elm Street and Lower Fort Hill left. When it's all said and done we should be coming in at \$16,000 to \$20,000.00 under budget. The only complaints that we are getting on the roads now that they are completed is how fast the cars are going now.

VI. Old Business -

- A. Approve Bid on Tax Acquired Property – We received two bids on the property located at 304 Dorsey Road. The first bid was from Palmyra Developments, LLC with a bid of \$2,456.78 and the second from the Utilities District with a bid for \$3,500.00. The Utilities District plans on tearing down all structures and removing the underground tanks. The issue however, if we accept the Utilities District's bid, the town will not receive any tax revenue from the property as they are tax exempt. Palmyra intends to tear down the house and use the shop for storage, we would receive approximately \$522.00 per year on taxes.

Motion: John Herold moved to approve to except the bid in the amount of \$3,500.00 from the Utilities District and provide a Quit Claim Deed.

Second: Mark Babin

Vote – All affirmative

- B. Approve TIF Request – Back in September of 2010, the council agreed to enter a credit enhancement program with the Fort Housing Associates, LP that would allow a new apartment complex to TIF at 50%. Through an IRS ruling our project has lost \$300,000 from our investor. So we have been trying to make up for that and there have been a number of adjustments made but one of the things to help with that is we can increase the TIF from 50% to 75%. Basically what that is going to mean is that based on what the mil rate will be, the project is going to generate approximately \$39,000.00 in property taxes. We would return \$29,000.00 which would leave \$10,000.00 for our general fund. The project provides a valuable service to the community. We need to do everything we can do to get those units in place

Motion: Mark Babin moved to approve going to a 75% TIF

Second: John Herold

Vote – All affirmative

- C. Approve Bid for Winter Sand – George has received a bid from O’Neal General Construction out of Aroostook, N.B. Canada, they quoted \$13.00 a cubic yard. We are looking at purchasing 4,000 cubic yards

Motion: John Herold moved to approve George purchasing winter sand from O’Neal Trucking at \$13.00 a cubic yard.

Second: Mark Babin

Vote – All affirmative

- D. Approve General Assistance Ordinance – This is something that has already been approved this year, but due to our Governor and Legislature having changed the limits we need to have them approved again.

Motion: Mark Babin moved to approve the appendices as presented.

Second: John Herold

Vote – All affirmative

- E. Approve FY 12/13 Budget – There have been a few minor changes as this fiscal year winds down primarily due to determining what our surplus will be from this year. Randy Tarr is working with Tony on doing the town wide valuation. Once we have the valuations updated we will set the mil rate, sometime in September.

Motion: Mark Babin moved to approve the FY 12/13 budget

Second: John Herold

Vote – All affirmative

VII. New Business

- A. Approve Police Highway Safety Grant – Bill has applied for the 2012 High Visibility Impaired Driving grant which will allow the Police Department to run extra patrols this summer without negatively impacting the departments budget.

Motion: John Herold moved to approve giving the Chief of Police permission to accept the grant funds.

Second: Mark Babin

Vote – All affirmative

- B. Approve Family Medical Leave Act Policy – Our personnel policy does deal with some of the aspects of FMLA but due to the number of employees that we have, we need a specific policy in place.

Motion: John Herold moved to approve the FMLA as presented

Second: Mark Babin

Vote – All affirmative

- C. Approve 12/13 Permits & Licenses
- D. Approve 12/13 Board Member Appointments
- E. Approve 12/13 Department Heads & Town Officials – Every June the Council appoints open seats to the community. Council also approves vendor licensing and Town employees who hold constitutional offices.

Motion: Mark Babin moved to approve C, D & E as presented

Second: John Herold

Vote – All affirmative

- F. Approve Public Works Labor Contract – This year’s process with Public Works was very amiable with nothing out of the ordinary requested or given. It is a three year contract, looking at a 2% pay increase each year and the clothing allowance has been increased from \$350 to \$400

Motion: Mark Babin moved to approve Public Works Labor Contract as presented.

Second: John Herold

Vote – All affirmative

- G. Approve Quitclaim Deed to Robert and Jill Shaw – Bob and Jill are selling what is know as the Harmon Farm and the attorney for the seller has found some old municipal liens that were never discharged. There is no money owned to the town and a quitclaim deed needs to be filed to clear the title.

Motion: John Herold moved to approve give Robert and Jill Shaw a quitclaim deed on what is known as the Harmon Farm.

Second: Mark Babin

Vote – All affirmative

- IX. Minutes: May 16, 2012

Motion: Mark Babin moved to approve Minutes of May 16, 2012 as written.

Second: John Herold

Vote – All affirmative

- X. Warrants: #24 - \$75,986.69; #25- \$305,024.43

Motion: John Herold moved to accept warrant #24, #25 as presented.

Second: Mark Babin

Vote – All affirmative

- XI. Other – NONE

- XII. Executive Session -
move into executive session at 7:00 PM

MRSA 405(6)(A) – Personnel

MRSA 405 (6) © Economic Development

