

Fort Fairfield Town Council Meeting Minutes
Council Chambers
Wednesday, September 19, 2012
6:00 P.M.

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

Staff: Mike Bosse, Tony Levesque, Bill Campbell, George Watson, Mike Jalbert, Brady Henderson, Paul Durepo

Citizens: 4 including media

Roll Call – Chair Kim Murchison asked that the record reflect that all councilors are present.

- 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 –

Dan introduced Tom Donahue and John Egan of Coastal Enterprises, Inc consultants for the new housing project. Back in 2010 the town council took a vote to authorize the Town to be the developer of the senior citizen project. We are able to assume this responsibility due to our great working relationships with the housing authority and the Fort Fairfield Residential Development Corporation. The developers fee associated with this responsibility will be a significant help in funding the heath center.

John Egan – Closing is expected late next week. All of the documents are now finally being finalized by the attorneys. The developers responsibly is to provide assurance and guarantee the completion of the project. The construction lender who will be provide short term financing in the amount of approximately 3.6 million in construction funds to actually build the complex. At the end of the construction they will be paid off with permanent financing. Even though the Town is not an owner of the project the Town will be guaranteeing the construction. The investors are Fort Fairfield Residential Development Corporation (general partner 01% ownership) and the Northern New England Investment Fund with 99.9% ownership.

- V. Correspondence and Reports:
 - A. Licenses/Permits – NONE
 - B. Financial Report – Dan – We now have two months completed in this new year. Income from revenue sharing and excise tax are ahead of budget with the other budget line items consistent with this time of year. Paving has been completed, the financial audit is completed.
 - C. Tri-Community Landfill Report - Stev – There is a potential of working with Presque Isle. We are basically waiting to hear from them to see how we might partner with them. We also passed a resolution to refinance all three major

project loans, going with a 20 year, 1% loan. By refinancing we are saving approximately 1 million dollars. Mark and Sharon have done excellent work with researching ways to save money.

- D. Update on Senior Citizens Housing – Dan – Closing is schedule for Friday, 28th in Portland. Greg Murchison, President of FFRDC, Wayne Troicke and Dan will be going to the closing. We have been waiting on DEP for the storm water permit and this should have been finalized as of today. We should see JR McGillan starting the foundation tomorrow.
- E. Update on Health Clinic – Dan- We are finally in a position to move forward with the construction of the clinic project. The Council needs to review a warranty deed from FFRDC that turns over to the town the land where the clinic will be located. A lease agreement has been created between the Town and Pines Health Services that needs to be reviewed and approved. The Quality of Place Council had their meeting last night and they have recommended to the Council to name the new clinic, “Kimball Community Health Center” after Dr. Herrick Kimball.
- F. Police Department Update – Bill – We have received the sharps Kiosk and it will be placed in the lobby of the Police Dept. Along with this we received smaller containers that are available to the citizens of Fort Fairfield. Bill attended the Chiefs meeting last week and this was very beneficial to him, he received a lot of great training. In the last couple of weeks the department has received numerous complaints regarding fireworks. He assured the council that the department is taking this seriously and will be issuing citation.
- G. Update on Rail Line Transfer/Railroad Insurance – Dan – Nate Rosenblatt sent a draft deed description for the property being conveyed to MaineDOT. Richard Langley will review this information to see if it meets our needs.
- H. Review Sudden & Severe Disruption Adjustment – Tony continues to work on this with the Maine Revenue Service. Out tax bills will be going out October 1st, which will start the ball rolling with Maine Revenue Service. The School board has voted to turn any monies they receive over to the Town.
- I. Review MEMIC Safety Audit – Dan met with Dan Clark who is the Safety Management Consultant for MEMIC our new worker’s comp carrier. After reviewing the system we now have in place, recommendations were made. These recommendations will be discussed with the department heads in more depth.
- J. Review Employee Situation at Highway Garage – George has two men out for vacation; they are working the harvest and 3 out on sick leave.
- K. Review FOAA New Regulations – We are required to periodically provide an update on FOAA to the Town Council and will complete this in the beginning of next year after we have sworn in the new Councilors. This new law

requires that municipalities have a public access officer, which in Fort Fairfield will be Mike Bosse. As Town Clerk, Becky will be coordinating the gathering of requested information but Mike will be responsible for the request being handled in a prompt and lawful manner.

- L. Review Citizen's Report to the Community – This is a report that will be included with the tax bills that will be mailed in early October. There continues to be very few citizens who access the annual report that we prepare each year. This new report provides similar information in a more user friendly format.

VI. Old Business –

- A. Approve Audited Financial Statement for FY 11/12 – Schedule 1 is the budgetary comparison which shows that our income was \$29,714.00 over budget and our expenses were \$109,998.00 under budget providing a \$139,712.00 surplus that can be applied to this year's budget.

Motion: John Herold moved to approve the Audited Financial Statement for FY 11/12

Second: David McCrea

Vote – All affirmative

- B. Approve Town's Participation as Developer for the Meadow's Project – We have tentatively scheduled a construction loan closing for Tuesday, September 25th at 11:00AM, this will be in Portland. Even though the Council approved having the Town as the developer, some attorneys have requested that the following votes be taken. The Developer guarantees that the project will be completed and that the facility will be utilized assuring sufficient funds to cover operating costs. Also the construction loan which is protected by the construction bond and the casualty insurance policy.

Motion: David McCrea moved to approve

Second: Terry Greenier

Vote – All affirmative

- C. Approve Tax Anticipation Note Bid – We received a bid from Katahdin Trust Company for 2.42% and from Machias Savings Bank for 1.55%.

Motion: Terry Greenier moved to approve the bid from Machias Savings Bank for 1.55%.

Second: John Herold

Vote – All affirmative

VII. New Business

- A. Approve Date for October's Meeting – Dan has scheduled two weeks off between October 11th through the 28th. Would like to reschedule the October council meeting to the second Wednesday of the month.

To approve a lease agreement with Pines Health Services, Inc to provide health care services to the citizens of Fort Fairfield.

To guarantee a loan to Pines Health Services, Inc in an amount not to exceed \$225,000.00 and to allow the lease agreement with Pines Health Services, Inc. to be assigned to Coastal Enterprises, Inc. in the event that Pines Health Services, Inc. chooses Coastal Enterprises, Inc. as their lender.

To enter into a construction contract with A & L Construction in an amount not to exceed \$717,135.00 with a ledge excavation allowance of \$25,000.00.

To utilize the UDAG fund to cover the costs of paving and any other overages approved by the Council during the construction of the clinic.

To name the clinic the Kimball Community Health Center after Dr. Herrick Kimball.

All voted in favor

XIII. Adjournment at 7:45 PM

Respectfully submitted,

Rebecca J. Hersey
Council Secretary