

Fort Fairfield Town Council Monthly Meeting
Council Chambers
Wednesday, December 19, 2018
6:00 P.M.

I. Roll Call

Councilors: All Councilors are present with the exception of Melissa Libby
Councilor elect: Mark Babin
Staff: Andrea Powers, Billie Jo Sharpe, Tony Levesque, Fred Everitt, Officer Dale Keegan,
Ella Leighton, Mitch Dufour
Citizens: Three including Media.

II. Prayer

Tony offered the prayer.

III. Pledge to the Flag

All in attendance pledged their allegiance to the American Flag.

IV. Public Comment Period

Tony Levesque wanted to recognize the work of the Quality of Place Council in Fort Fairfield. The Town is bright and there is a lot of Community Spirit going on. Tony Levesque also wanted to thank Mr. Barnes for his years of service on the Town Council.

V. Correspondence and Reports

A. Licenses and Permits

As of December 19, 2018 we have not received any license and permit applications.

B. Financial Report

The Towns' Real Estate and Personal Property tax collections as of November 30 are \$607,170.45.

Excise tax collections as of November 30 are \$310,891.20. This is 55.52% of the budgeted amount, which is greater than the 41.67% anticipated as of November 30.

State revenue sharing as of November 30 is \$108,067.17. This is 43.75% of the budgeted amount and greater than 41.67% expected as of November 30.

Our expenses as of November 30 are \$2,354,807.15. This is 45.05 % of the budgeted

amount, which is higher than the 41.67% expected as of November 30. The excess expenses were due in part to preparation for the winter season by Public Works, e.g. sand, salt, plows and chains.

Revenues are up 13.85% and expenses are up 3.38% compared to budgeted amounts for November 2018.

Our cash flow is still in excellent condition at the closing of November with a checking balance of \$220,057.99 and savings balance of \$255,000 at Machias Savings.

C. Aroostook Waste Solutions – Stev Rogeski

Aroostook Waste Solutions hasn't met since the last Council Meeting; however they will be meeting this week.

Revenue is 6% ahead of budget in the positive.

November's leach ate was about 55% higher than the budgeted amount. There is not much control over that. It has a lot to do with the rainfall and when the snow melts and with rain in the forecast they expect another hit in the budget. Caribou is expecting to raise their rates 25% in regards to the treatment of the waste water (leach ate) in 2019. AWS will be looking at other alternatives in the future.

VI. Old Business

No old Business.

VII. New Business

A. Signatures for Katahdin Trust Accounts

Discussion: Due to new regulations imposed by Katahdin Trust, we need to have the Council approve the following employees as authorized signers on the accounts listed below:

General Checking: #27226788

Andrea Powers; Richard Levesque, Jr.; Billie Jo Sharpe

Third Party only authorization: Ella Leighton

Payroll Checking: #27226796

Andrea Powers; Ella Leighton

ICS (Savings): #9927226788

Andrea Powers; Ella Leighton

Recommendation: Town Council approves the above named employees as authorized signers on the listed Town accounts.

Mr. Kilcollins made a motion that Town Council approves the above named employees as authorized signers on the listed Town accounts.

Mr. Butler seconded.

Discussion: None.

Vote – All Affirmative.

B. Community Center Oil Boiler – Mr. Hanson

Background: The Community Centers oil fired boiler which was installed in 2004 suffered a failure of the cast iron block on November 23rd rendering the boiler unusable and the Community center relying on the coal boiler with no backup.

Discussion: We have received a quote for the replacement oil boiler from County Plumbing & Heating for the sum of \$20,019.19 and installation cost of \$4,350.00. Public Works will provide manpower and equipment for two days to help with the removal and installation.

Recommendation: Town Council authorizes the Town Manager to spend \$24,369.19 from undesignated funds account (G 1-3300-00) to replace the oil boiler which heats the Community Center.

Mr. Butler made a motion to authorize the Town Manager to spend \$24,369.19 from undesignated funds account (G 1-3300-00) to replace the oil boiler which heats the Community Center.

Mr. Butler seconded

Discussion: None

Vote – All Affirmative.

C. Sand/Salt Building Reimbursement Mr. Hanson

The Town received \$82,539.63 from the Maine Department of Transportation for the State's share of the sand/salt building the Town built in 1998.

My recommendation to Council will be to place the funds in account (G-1-3153-00) to be used to pay off the Public Works garage loan (Principal balance as of December 21, 2018 is \$41,126.50) with the remainder transferred into the Public Works reserve account (G-1-3060-00).

Mr. Kilcollins made a motion to place \$82,539.63 in account (G-1-3153-00) to be used to pay off the Public Works garage loan (Principal balance as of December 21, 2018 is \$41,126.50) with the remainder transferred into the Public Works reserve account (G-1-3060-00).

Mr. Butler seconded

Discussion:

Mr. Smith asked why it took 20 years to receive this money.

Mr. Hanson replied that is wasn't intended to ever take this long, but it's still good to be getting it even now, 20 years later.

Vote – All Affirmative.

D. **Dump Trailer*

Background: Public Works has in the past used two 1995 Ford L9000 trucks as part of their snow hauling fleet, each one of the Ford's has over 300,000 miles and is equipped with a 10-yard body which is too small to be used in snow removal operations.

Discussion: Mr. Hanson would like to put both Ford's out for bid and replace them with a 2000 Summit trailer dump which will haul twice as much as both Ford's using half as much labor and allow us to use the Freightliner road tractor year-round instead of only in the summer months hauling the low bed.

Recommendation: Town Council authorizes Public Works to spend up to \$ 13,000.00 from reserve account G 1-3060-00 for a 2000 Summit trailer dump.

Mr. Butler made a motion to authorize Public Works to spend up to \$ 13,000.00 from reserve account G 1-3060-00 for a 2000 Summit trailer dump.

Mr. Kilcollins seconded.

Discussion:

Mr. Kilcollins asked if right now is a good time to get rid of the two Ford trucks since winter arrived so early this year.

Mr. Hanson said he plans to hang on until at least spring. Both trucks could be made serviceable they are not inspected and they have been looking for a trailer dump for over a year knowing that they wanted to replace those trucks. Mr. Hanson said that he does not want to put a lot of money into them and have them "really ready", but that they could have them ready within a week, so that's reasonable.

Mr. Smith asked what the values of the two trucks are.

Mr. Hanson replied they are valued between \$3-\$5000. They are both serviceable. They are just not suitable hauling snow. It's not worth the labor they'd have to put in them

E. **Donation to Public Library*

Jennifer Gaenzle, the Librarian made the discovery that the Fort Fairfield Library would be receiving a donation from the Estate of David Findlen.

Recommendation: Town Council accepts the donation from the Estate of David Findlen, as part of his Last Will and Testament, to the Fort Fairfield Library.

Mr. Kilcollins made a motion to accept the donation from the Estate of David Findlen, as part of his Last Will and Testament, to the Fort Fairfield Library.

Mr. Butler seconded.

Discussion: None.

Vote – All Affirmative.

VIII. Minutes of the November 20, 2018 Regular Council Meeting

Mr. Butler made a motion to accept the minutes of the November 20, 2018 Regular Council Meeting as written.

Mr. Barnes seconded.

Discussion: None.

Vote – All Affirmative.

IX. Warrants: #11; \$256,232.56 #12; \$364,305.27

Warrant #11 in the amount of \$256,232.56 completed on 11/27/2018 leaves our cash flow in excellent condition with a checking balance of \$179,455.20; and savings balance at Machias Savings of \$255,000.

Expenses through November are at 46.05% which is slightly higher (4.38%) than budgeted, however I do not see this as a problem. Items contributing to this increase are County Taxes and Bond payment.

Warrant #12 in the amount of \$364,305.27 completed on 12/11/2018 leaves our cash flow in excellent condition with a checking balance of \$121,035.79 (including \$82,593.63 from State of Maine); and savings balance at Machias Savings of \$255,000.

Mr. Barnes made a motion to approve Warrants #11 and #12 in the amounts presented.

Mr. Butler seconded.

Discussion: None.

Vote – All Affirmative.

X. Other

A. Closure of Town Office and Library for Employee Christmas Gathering

The Town Office and Library were closed on December 13, 2018 from 11:30 am – 12:30 pm for the annual employee Christmas gathering.

B. Holiday hours for Town Office, Library, Public Works on Christmas Eve, New Year's Eve.

Ms. Powers is recommending that the Offices for the Town of Fort Fairfield be closed on Monday December 24, 2018 on Christmas Eve and to close our Offices for the Town of Fort Fairfield at 12:00 pm on Monday December 31, 2018 on New Year's Eve.

Mr. Butler made a motion to close the Offices for the Town of Fort Fairfield on Monday December 24, 2018 on Christmas Eve and to close our Offices for the Town of Fort Fairfield at 12:00 pm on Monday December 31, 2018 on New Year's Eve.

Mr. Kilcollins seconded.

Discussion: None.

Vote – All Affirmative.

XI. Manager's Report

Given to Councilors for informational purposes only.

XII. Adjournment

Mr. Butler made a motion to adjourn.

Mr. Kilcollins seconded.

Meeting adjourned at 6:19 pm.

**Added at meeting*