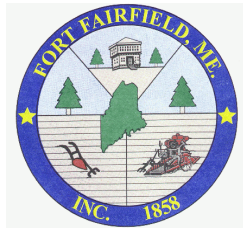


Fort Fairfield Town Council Monthly Meeting
Council Chambers
Wednesday, October 17, 2018
6:00 P.M.

- 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. Tri-Community Landfill Report – Mr. Rogeski
 - D. NASA@My Library Orion Telescope
 - E. Walmart Community Grant
 - F. Byrne-Jag Grant
- VI. Old Business
 - A. General Assistance Ordinance 18-11
- VII. New Business
 - A. Monetary Donation to Town’s Parks and Recreation Department
 - B. Fort Fairfield Snowmobile Club Trail Grant
- VIII. General Election
 - A. Designation of Opening and Closing of Polls
 - Open at 8:00 a.m. and Close at 8:00 p.m.
 - B. Designation of Central Counting Location
 - Town of Fort Fairfield Community Center
 - C. Designation of Voting Poll Location
 - Town of Fort Fairfield Community Center
 - D. Ratification of Election Warden
 - Billie Jo Sharpe, Warden
 - E. Ratification of Election Warrants
 - F. Ratification of Election Clerks and Counters
- IX. Minutes of the September 19, 2018 Regular Council Meeting, September 20, 2018 Special Council Meeting, and October 2, 2018 Special Council Meeting
- X. Warrants: #6; \$256,443.30 #7; \$256,875.71
- XI. Other
- XII. Manager’s Report
- XIII. Executive Session
 - A. MRSA 405(6)(A) Town Manager Selection

XIV. Adjournment



Memorandum

October 17, 2018

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

As of October 17, 2018 we have not received any license and permit applications.



Memorandum

October 10, 2018

To: Town Council

From: James C. Risner, Town Manager

Subject: Tri-Community Recycling and Sanitary Landfill (TCL) Report

Mr. Stev Rogeski, Fort Fairfield Member of the TCL Board of Directors, will provide a report to the Town Council.



Memorandum

October 11, 2018

To: Town Council and Town Manager
From: Jennifer Gaenzle, Librarian
Subject: NASA@My Library Orion Telescope

The Fort Fairfield Public Library recently received an Orion FunScope Astro Dazzle 4.5 Altazimuth Reflector telescope as part of Phase II of the NASA@My Library STEM education initiative. Phase II of the project will provide the library with professional training, facilitation kits, and \$1,500 in funding to continue all-ages STEM programming until December 2020. The new telescope will be available for the public's use during the library's second annual International Observe the Moon Night at 5:00 p.m., Saturday, October 20, with partners from the Aroostook County Astronomy Club and Maine School of Science and Mathematics.

The Fort Fairfield Public Library was selected as one of 75 national NASA@My Library sites in 2017 and is the only site in Maine.



Memorandum

October 11, 2018

To: Town Council and Town Manager
From: Kevin Senal, Parks and Recreation Director
Subject: Walmart Community Grant

Walmart recently awarded the Town's Parks and Recreation Department a Community Grant of \$750. Funds from the grant are to be used for Parks and Recreation Department program supplies.

The award of this grant is an example of the work Town staff is doing to find resources that provide services to the Town as well as help reduce the tax burden on our taxpayers.



Memorandum

October 11, 2018

To: Town Council and Town Manager
From: Chief Shawn Newell, Director of Public Safety
Subject: Byrne-Jag Grant

Each year for the past few years the Police Department has received a Byrne-Jag grant, with the funding intended to support school safety and education. This year the department was awarded \$1,906. After having a discussion with Superintendent Tim Doak, I purchased Nightlock Lockdown kits for the MSAD #20 schools. The locks are installed on classroom doors and provide a high level of security when emplaced.

The award of this grant is an example of the work Town staff is doing to find resources that provide services to the Town and the schools as well as help reduce the tax burden on our taxpayers.



Memorandum

October 17, 2018

To: Town Council

From: Billie Jo Sharpe, General Assistance Administrator

Subject: General Assistance, Ordinance 18-11

Background: Mr. Butler introduced Ordinance 18-11 for General Assistance (attachment 1) at the September 19, 2018 regular Town Council meeting. A public hearing was held on October 5, 2018, at 12:00 P.M. in the Council Chambers at the Fort Fairfield Municipal Building. The minutes of the public hearing are at attachment 2.

Discussion: The new maximums for the 2018 - 2019 General Assistance Ordinance are at attachment 3.

The law requires municipal officers adopt the ordinance after notice and hearing.

Recommendation: Town Council adopt Ordinance 18-11, an ordinance for General Assistance.



Memorandum

September 27, 2018

To: Town Council

From: James C. Risner, Town Manager

Subject: Monetary Donation to Town's Parks and Recreation Department

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: A Fort Fairfield resident has anonymously donated \$200 to the Town's Parks and Recreation Department to be used to buy equipment for adult programs.

Recommendation: That Town Council accept the donation of \$200 to the Town's Parks and Recreation Department to be used to buy equipment for adult programs, and direct the funds be placed in the Parks and Recreation reserve account (G 1-3045-00) for use to buy equipment for adult programs.



Memorandum

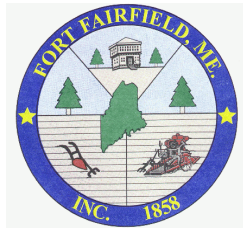
October 10, 2018

To: Town Council
From: James Risner, Town Manager
Subject: Fort Fairfield Snowmobile Club Trail Grant

Background: The Town has provided a conduit for snowmobile trail maintenance funds from the State to the Fort Fairfield Snowmobile Club since 1999.

Discussion: There is very little staff time required to assist the Fort Fairfield Snowmobile Club in their grant application. The Club prepares and manages all the paperwork. The State distributes the grant funds to the municipality and the municipality appropriates the grant funds to the Club in accordance with M.R.S.A. Title 12, Chapter 220, Subchapter 8, Section 1893.3.

Recommendation: Town Council authorizes the Town Manager to sign the application for financial assistance (copy attached).



Memorandum

October 17, 2018

To: Town Manager and Town Council
From: Billie Jo Sharpe, Town Clerk
Subject: November 6, 2018 Elections

The General, Referendum and Local Election this year is scheduled for November 6, 2018. I am anticipating a heavy turn-out as this is a gubernatorial election along with local School Board and Town Council seats. I believe it will be steady. As in the past we need to have the Council vote on:

- A) Opening (8:00AM) and closing (8:00PM) of the polls, which is set by the State as stated in Title 21-A §626.
- B) Designation of Counting location per Title 21-A §622-A.
- C) Designation of Voting Poll Location
- D) The election warden, Billie Jo Sharpe.
- E) The warrant for payment for the election clerks.
- F) The election clerks and counters.

Recommendation: That Town Council approves A - F as presented.