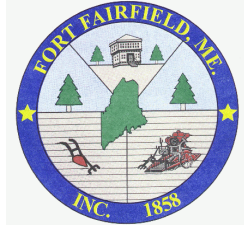


Fort Fairfield Town Council Monthly Meeting
Council Chambers
Wednesday, April 17, 2019
6:00 P.M.

- I. Roll Call
- II. Prayer
- III. Pledge to the Flag
- IV. Public Comment Period
- V. Special Recognition – Janet Owens
- VI. Correspondence and Reports
 - A. Licenses and Permits
 - B. Financial Report
 - C. AWS Report - Mr. Rogeski
- VII. Old Business
 - A. UTV
 - B. **Generator Update - BRSA*
- VIII. New Business
 - A. ATV Club - Ken Stratton
 - B. Solar Farm Proposal
 - C. Board of Assessment Review appointments/vacancies
 - D. Reval – Mr. Levesque Discussion
 - E. ReEnergy
 - F. Proclamation 19-01, Community Development Week
 - G. Recreation Department acceptance of donation (s)
- IX. Minutes of the March 20, 2019 Regular Council Meeting
- X. Warrants: #20; \$295,566.38 #21; will be available at time of Council Meeting
- XI. Other
 - A. Spring Clean-up
- XII. Executive Session
 - 1 M.R.S.A. §405 Personnel Matters**
- XIII. Adjournment

**updated after Agenda posted on 4/12/19*



MEMORANDUM

April 17, 2019

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

As of April 17, 2019 we have received a Malt, Vinous, and Spirituous license renewal from Boondocks Grille



MEMORANDUM

April 01, 2019

To: Andrea Powers, Town Manager
From: Ella Leighton, Treasurer
Subject: Financial Information

The Towns' Real Estate and Personal Property total tax collections as of March 31, 2019 were \$2,942,459.85. Tax collections are \$79,568.90 less than for the same period last year.

Excise tax collections as of March 31, 2019 are \$448,071.57. We have collected 80% of our budgeted amount, which is 5% greater than the anticipated amount for March 31, 2019.

State revenue sharing as of March 31, 2019 is \$179,766.96; this shows a slight decrease compared to our budget. History shows this as normal for this time of the year.

Our expenses as of March 31, 2019 are \$3,835,258.17. Expenses are on target @75%.

March 31, 2019 revenues are 14.5% above budget.

Our cash flow is in fantastic condition. Our checking account balance as of March 31, 2019 is \$819,483.47 including \$600,000 from TAN; CDARS balance is \$1,474,763; ICS balance is \$162,878 and Machias savings has a balance of \$5,000.00.



MEMORANDUM

April 01, 2019

To: Andrea Powers, Town Manager
From: Ella Leighton, Treasurer
Subject: Loan Balances/Payments

An update on loan payments and balances as of March 29, 2019:

Jones Fuel – Balance @\$2,630.63 – Pays \$50.00 per month. (G 1-1620-00)

Langley #5275 – Balance @\$20,016.63 – Paid \$200.00 this month. (G 1-1620-00)

Langley #5277 – Balance @\$7,399.37 – Paid \$100.00 this month. (G 1-1620-00)

Pelletier – Balance @\$1,248.91 – Paid \$125.00 this month. (G 1-1630-00)



MEMORANDUM

April 03, 2019

To: Andrea Powers, Town Manager
From: Ella Leighton, Treasurer
Subject: Return on Investments

We have received our 1st statements on our CDARS and ICS investments. Even though our money was only invested for four days in March, we did make money in interest. We made a total of \$315.19 on our CDARS accounts and \$26.66 on our ICS accounts for a total of \$341.85 in interest income over four days.



FORT FAIRFIELD



18 Community Center Drive
Fort Fairfield, Me. 04752
Phone (207) 472-3808 Fax (207) 472-3807

Shawn D. Newell
Director of Public Safety

April 11, 2019

To: Andrea Powers, Town Manager; Town Council
From: Chief Shawn Newell, Director of Public Safety
Subject: UTV Purchase

On December 12, 2007, the Fort Fairfield Police Department purchased a 2007 Polaris Ranger for \$10,000 from Chandler Farms in Mapleton. That UTV was used by Police and Fire for the past twelve years and served the agencies well. Unfortunately, our needs for a larger UTV and one that could support tracks, could not be met with the 2007 Ranger.

On April 5, 2019, I purchased a 2018, 900 XP/PS Polaris Ranger, complete with a heated, fully enclosed cab, front minute-mount plow (free), power steering, and tracks.

Chandler Farms sold the new UTV to the Town for a sale price of \$18,000 (original price was \$25,500), tracks were sold at a price of \$4,000 (regularly \$5,500), and a trade in value of \$7,000 for our old UTV, bringing the total cost to \$15,000.

The Fire Department and Police Departments will equally split the cost of the UTV.

I will have the UTV on display prior to and after the Council meeting for Council and the public to view it.



Town of Fort Fairfield

18 Community Center Drive – Fort Fairfield, Maine 04742
Tel. (207) 472-3800 – Fax (207) 472-3810



MEMORANDUM

April 17, 2019

To: Town Council and Andrea L. Powers, Town Manager
From: Tony Levesque, Tax Assessor
Subject: Vacancies on the Local Board of Assessment Review

Background: Local Boards of Assessment Review are established to hear appeals of decisions by the Local Tax Assessor.

The Fort Fairfield Charter mandated the establishment of a Board of Assessment Review.

The Town Council appointed a Board of Assessment Review by Ordinance on 01/21/1977.

The Ordinance mandated the make-up of the Board to be five (5) members with staggered 3-year terms.

The current Board has two (2) vacancies with a third member's term expiring on 06-30-2019. That expiring member very likely will not consider reappointment due to health reasons.

Discussion: The local Board of Assessment Review has only met once since the last revaluation of the Town in 1998 and that was in January 1999. The current Board has had no training on conducting Appeals Hearings.

Since the Town will be completing a Town Wide Tax Assessment Revaluation for the Tax Year 2020-2021 there very likely will be appeals taken to the Board of Assessment Review.

Mr. James Risner has submitted an application to fill a vacancy on the Board of Assessment Review.
(Application attached)

Recommendation: To appoint Mr. Risner to the Board of Assessment Review to fill a vacancy and to appoint members to fill one other vacancy and the expiring term by July 1, 2019 and to provide training to all members of the Board on responsibilities and conducting Appeal Hearings.

There is an Annual Training Program offered by MMA for Boards of Assessment Review and there are sample Rules and Regulations for Boards of Assessment Review that could be made available.



FOR RELEASE: April 17, 2019

CONTACT: For Aroostook Partnership: President and CEO Paul Towle: (207) 498-8731; ptowle@aroostookpartnership.org
For ReEnergy: Sarah Boggess: (518) 810-0200; sboggess@reenergyholdings.com
For Town of Fort Fairfield: Town Manager Andrea Powers: (207) 472-3800; townmanager@fortfairfield.org

ReEnergy; Local Officials Collaborating to Redevelop Fort Fairfield Parcel

The Town of Fort Fairfield and the Aroostook Partnership are working collaboratively with representatives of ReEnergy Biomass Operations to pursue redevelopment opportunities for the now-unused ReEnergy Fort Fairfield parcel on Cheney Grove Road.

“I’m encouraged that we’re all working together on solutions to address the closure of an important Aroostook County economic asset in Fort Fairfield,” said Paul Towle, president and CEO of the Aroostook Partnership, a private/public non-profit organization to promote economic development in Aroostook County. “We are working together to determine the best outcome for that parcel and attract solutions.”

The 37-megawatt ReEnergy Fort Fairfield biomass power facility terminated operations in November 2018 due to challenging market conditions. It had used sustainably harvested biomass (forest and mill residues) to annually produce approximately 260,000 net MWh of renewable energy — enough electricity to supply about 34,000 homes.

“We have been in continuous contact with local officials to maximize the potential for a redevelopment of this parcel,” said Larry Richardson, chief executive officer of ReEnergy Biomass Operations. “Although we are no longer operating at that site, the Fort Fairfield community and its citizens remain important to us and we continue to engage in dialogue to determine the most effective way to market the parcel. We have enjoyed doing business in Fort Fairfield and Aroostook County and hiring local residents and contractors, and we are optimistic that the parcel will be put to productive use in the future.”

Richardson said ReEnergy has provided tours in recent weeks to interested parties and looks forward to continued visits and conversations regarding redevelopment of the site. ReEnergy has applied for a permit from the Maine Department of Environmental Protection to remove the power plant and related infrastructure, and that work is likely to be completed between June and August. Richardson said the site is likely to be more marketable if it is shovel-ready for new development, and that ReEnergy is interested in considering a transfer of the site to the Town or other local non-profit entity.

“We are diligently working together as a team to determine the most appropriate entity to redevelop this parcel and create new jobs and tax revenue,” agreed Fort Fairfield Town Manager Andrea Powers. “This parcel has a rail spur; has the potential for compressed natural gas; is close to an airport and Interstate-95 and is fewer than four miles from the Trans Canada Highway. It also is located in a Municipal Tax Increment Financing District, Empowerment Zone, and Pine Tree Zone. We look forward to finding a new corporate citizen to make its home in the lovely Town of Fort Fairfield.”

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Memorandum

April 17, 2019

To: Town Manager and Town Council
From: Tony Levesque, Community Development Director
Subject: Proclamation 19-01 , Community Development Week

Background: The Community Development Block Grant (CDBG) program was established in 1974 and is a partnership of federal, state and local governments as well as private sector, non-profit and community efforts to develop viable urban communities by providing decent housing, suitable living environments and expanded economic opportunities, principally for low and moderate income persons.

The Town of Fort Fairfield has received \$10,728,926 in CDBG funds since 1988. Town projects funded with CDBG dollars include the clinic project, armory renovation and Monson pond dam and bridge project.

Discussion: The National Community Development Association established the National Community Development Week 33 years ago. This year, April 22 through April 26 has been designated Community Development Week.

The proclamation (attached) proclaims the week of April 22 through April 26, 2019 as Community Development Week throughout the Town of Fort Fairfield and gives special thanks and recognition to all the participants whose hard work and devotion to the neighborhoods and their low and moderate income residents to help insure the quality and effectiveness of the Community Development Block Grant Program.

Recommendation: Town Council sign Proclamation 19-01 , Community Development Week.



MEMORANDUM

March 22, 2019

To: Town Council

From: Kevin Senal, Parks and Recreation Director

Subject: Anonymous Donation

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: The Parks and Recreation Department received an anonymous donation from a citizen of Fort Fairfield, by way of a Dick's Sporting Goods gift card, valued at \$100. The only request was that it would be used on youth baseball.

Recommendation: That Town Council accepts the donation of a Dick's Sporting Goods Gift Card, valued at \$100.00.



MEMORANDUM

March 22, 2019

To: Town Council
From: Kevin Senal, Parks and Recreation Director
Subject: Holiday Styling Donation

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: After reaching out to Holiday Styling, our Parks and Recreation Department received a donation of an inflatable movie screen, and storage bag, for use in recreational programming. The value of this donation is \$396.98.



Recommendation: That Town Council accepts the donation from Holiday Styling, of an inflatable movie screen and storage bag, valued at \$396.98.



MEMORANDUM

March 22, 2019

To: Town Council
From: Kevin Senal, Parks and Recreation Director
Subject: Podiumax Sports Donation

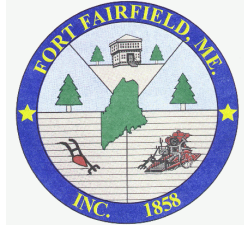
Background: Title 30-A M.R.S.A. §5654 states that a conditional gift for any specified public purpose offered to a municipality may be accepted or rejected by its legislative body.

Discussion: The Parks and Recreation Department inquired about a donation of golf and soccer training supplies for use in WAGM's golf expo, and department recreational programming. Podiumax Sports agreed to donate a variety of training equipment for these purposes.



The value of this donation is \$510.90

Recommendation: That Town Council accepts the donation of training supplies from Podiumax Sports, valued at \$510.90.



MEMORANDUM

April 03, 2019

To: Andrea Powers, Town Manager
From: Ella Leighton, Treasurer
Subject: Cash Flow

Warrant #20 in the amount of \$295,566.38 was completed on 04/03/2019. This leaves us an excellent cash flow. We now have a checking balance of \$544,980.53; Machias Savings balance of \$5,000.00; CDARS balance of \$1,474,763.00 and ICS balance of \$162,878.00.