

# Mechanic Falls Town Council

May 6, 2019

## **MEMBERS PRESENT:**

Cathy Fifield, Chair  
Stephen Bolduc, Vice Chair

Nicholas Konstantoulakis  
Wayne Hackett

Kieth Bennett

## **STAFF PRESENT:**

Zakk Maher – Town Manager  
Miranda Hinkley – Town Clerk

Ashley Cleaves – Recreation  
Steve French – Water Dept

Fred Collins - CEO  
Nancy Petersons - Library

## **OTHERS PRESENT:**

Eriks Petersons, Reporter  
Penny Emery  
Sandra Ballard  
Lori Vadeboncoeur  
Jim Vadeboncoeur  
Paula Stotts  
Jake Verrill

Jay Bryant  
Sue Marston  
Amanda Bosse  
Craig Smith  
Valerie Young  
Jay Bryant  
Mike Kyllonen

Debbie Kyllonen  
Roger Dargie  
Valerie Dargie  
Rain Tarantino  
Don Boyd  
John Emery II  
Tarsha Downing

**1.0** Councilor Fifield called the meeting to order at 6:32pm.

**2.0** We stood and saluted the flag.

**3.0** Roll Call complete, all Council Members present

## **4.0 General Reports:**

### **4.1 Council Meeting Minutes for April 1, 2019**

Councilor Konstantoulakis moves to accept April 1, 2019 minutes as written, seconded by Councilor Hackett and voted to accept by unanimous vote.

### **4.2 Municipal Financial Reports**

Councilor Konstantoulakis moves to accept the Financial Reports as submitted, seconded by Councilor Hackett. All in favor, so voted.

### **4.3 Report on Standing Committees & Departments**

The Planning Board has approved a new Real Estate office to be located on Main Street. Councilor Bennett was unable to attend the Development Committee meeting, Councilor Fifield was unable to attend the School Committee meeting.

## **5.0 Public Hearings:**

NONE

## **6.0 Comments from the Public:**

Resident Penny Emery wanted an update on the buildings for Town Office. Councilor Fifield advised that they will be discussing this in executive session today and the public will be receiving an update at the June meeting. Craig Smith wanted an update on the Before and After Program and was advised that the program issue was resolved at the previous meeting and was running as usual. Tarsha Downing asked if we had hired a Summer Recreation Director. Councilor Fifield advised that this topic was on the agenda for later in the meeting.

## **7.0 Old Business:**

### **7.1 Financial Audit Presentation**

Smith & Associates was present to explain the process of our Financial Audit. This audit does not include the Water Department as they operate on a different Fiscal Year. Overall revenues increased, expenses decreased and the Town of Mechanic Falls is doing well. Paula Stotts asked if the Fund Balance was considered healthy which it is. Councilor Konstantoulakis moves to accept the Financial Audit Report as written. Seconded by Councilor Bolduc. Unanimous.

## **8.0 New Business:**

### **8.1 Little Libraries**

The 6<sup>th</sup> grade class at Elm Street School is building "Little Libraries" throughout the town to encourage reading for both children and adults. They projected placing 4 libraries at the Elm Street School, Town Ball Fields, Oak Street and Water Street, however with all the generous donations received, they will be able to build a 5<sup>th</sup> library and were hoping to obtain permission from the Town to place it at the Veteran's Park. This 5<sup>th</sup> library would be a bench style with books stored underneath. They are expecting to be completed by June 1<sup>st</sup> and will be Nationally Registered.

### **8.2 Vadeboncoeur – Appeals Board**

James and Lori Vadeboncoeur are here to address the Council regarding their 14 High Street property. They have been dealing with the Appeals Board regarding the placement of a modular home on the land. There was a home previously on the non-conforming lot which burned in a fire. The Vadeboncouers had ample time to rebuild according to State and Local laws. Their opportunity has expired and the Appeals Board denied their request to build on this non-conforming lot. Mr. Vadeboncoeur feels that because their final permit was issued incorrectly and with the wording "for future placement of a mobile home", that he was under the impression he would be able to complete this construction/placement, and he would like the Council to enter into an Administrative Consent Agreement to allow placement of the Modular Home. He states he has the money to purchase and is just awaiting permission for delivery. Paula Stotts asked that we insert a time restraint on the placement. Councilor Hackett moves to enter Administrative Consent Agreement allowing the placement of the modular home at 14 High Street due to the Town's error in issuing the final Building Permit. Motion seconded by Councilor Konstantoulakis. Unanimously approved. The Council will have an agreement drafted by their legal representation allowing placement by December 31, 2019.

### **8.3 Recreation Purchases x2**

The Recreation Committee would like to purchase a field Grader/Groomer totaling \$36,800.00. This apparatus will save the Committee \$5263.00 in year one alone. The machines are expected to last about 20 years and Jay Bryant spoke to the fact that this purchase would be a sound investment for the Committee. Councilor Hackett moves to accept the purchase of a Grader/Groomer, seconded by Councilor Bolduc. All in favor, so voted. The Recreation Committee also would like the Council to approve the purchase order for Thirsty Turf to install irrigation on the Pratt Field. This purchase order would be in the amount of \$5635.00 and was previously approved within the annual operating budget. Councilor Konstantoulakis moves to sign the purchase order for Thirsty Turf in the amount of \$5635 which was seconded by Councilor Bolduc and unanimously approved.

### **8.4 Use of Ball Fields**

The Town Manager and Council received a complaint that the children enrolled in baseball through the Recreation Program are unable to utilize the Coleman Field for practicing. Jake Verrill was in attendance and asked what the point of having these fields for the kids if they can not practice on them. He feels that the fields do not need to be pristine, best of the state as the kids just want to play and do not care what the fields look like. He further states that if the Committee is not going to allow kids on the field that the Town should not allow PW to take care of them. The Town should not pay for maintaining fields for the kids if the kids can not utilize them. He states baseball needs to practice on a grass field. Justin Starbird represented the Recreation Committee

and explained that the reason the field could not be used at that time was due to the weather conditions this spring (Rainy each day and not over 60 degrees). He states that the first time they were able to use the field was April 22<sup>nd</sup> and that there was not enough support on "Clean-up Day". Justin explained further that the time that Jake was asking to practice on the field, there was a scheduled game taking place. Jake states that none of these points were explained to him and he was simply told "no", to which Justin states he did explain. Councilor Fifield stopped further discussion and states she feels this situation is resolved. Communication must remain open and it is reasonable that the fields need to dry out before use.

### **8.5 Foreclosures / Agreements for FY18-19**

The Town Manager provided information regarding the Foreclosures for non-payment of taxes. South Main Street address was also Foreclosed by Mortgage Company and then the Mortgage Company filed for Bankruptcy. The Town will wait for payment rather than send to Bid. Regarding 139 North Main Street, the Town will enter into a payment arrangement with the owner for \$550 per month for 10 months. The property on 60 Brookline Rd will go to bid with a minimum bid of \$4050. Begin the eviction process for the same. The property located at 17 Clifford Street is vacant. This property will also go to the bid process with a minimum bid of \$5225. Councilor Hackett moves to accept the previous Foreclosure statuses. Seconded by Councilor Bolduc. So voted, unanimous. **RECONSIDERED & TABLED FOR JUNE 3, 2019.**

### **8.6 Appeals Board Resignation/Application**

Thomas Walton has submitted his letter of resignation from the Appeals Board. Councilor Hackett moves to accept, seconded by Councilor Bolduc. Unanimous. Aaron Ouellette has applied for appointment to the Appeals Board. Councilor Bolduc moves to accept and appoint, seconded by Councilor Hackett. Unanimous.

### **8.7 MMA Property Risk Assessment**

MMA Risk Assessment Team has inspected the outbuildings at the Municipal Complex for insurance purposes and have submitted a report listing the items not in compliance. Some of these items are simple fixes while others, such as the Fire Association roof, are more costly and complex. The leased head start building needs minor adjustments and repairs to be in compliance. Most of these items are the responsibility of the tenant while the light fixture will need replacement by the Town. The Town Manager is looking for a vote to simply accept the assessment. Zakk states he is working on the corrections needed. Councilor Hackett moves to accept the MMA Risk Assessment, seconded by Councilor Bolduc. All in favor, so voted.

### **8.8 108 Lewiston St Survey Bids**

Moved to table by Councilor Bolduc. Seconded by Councilor Hackett. Unanimous.

### **8.9 Water Line Extension Bid**

The Town Manager received and opened the two bids for our water extension project. Cross Construction came in with a bid of \$755,925.00. Longchamps and Sons bid was at \$976,192.00. With funds from CDBG (\$300,000.00), the Town will be able to accept the Cross Construction Bid. Councilor Hackett moves to accept the bid from Cross Construction, seconded by Councilor Bolduc. Unanimous.

### **8.10 Public Works Truck Bid**

We also received two bids for the purchase of a new Town Plow Truck along with two bids for the equipment needed to be added on. Truck bids were from Morrison and Sylvester, Inc. One bid was for a 2018 International (Red) for \$61,595.00 and the other for a 2020 International (Black) at \$64,845.00. Bids for equipment needed to be added to the truck in Stainless Steel were received from Allied Equipment at \$76900.00 and Viking Cives at \$75,050.00. Scott Penney would like to accept the 2020 truck and Viking add ons. Councilor Hackett moves to accept the bid from for the 2020 International and Viking Equipment at a total of \$139,895.00 seconded by Councilor Bolduc. Unanimous.

### **8.11 Summer Camp Director Appointment**

We received one application for Summer Camp Director. The applicant is employed by the RSU and is

recommended by Sue Marston. Councilor Hackett moves to hire applicant, Halsey Copp, as Summer Camp Director. The motion was seconded by Councilor Bolduc and voted unanimously to approve.

## **9.0 Ordinances, Resolves & Licenses:**

### **9.1 IF&W Agent Appointment**

Being that IF&W sales are tax related and done at the front counter, Miranda would like the Town Council to appoint Julie Ward as the Inland Fisheries and Wildlife Municipal Agent. Councilor Bolduc accepted this recommendation and entered a motion to appoint Julie Ward as IF&W Agent for the Town. Motion seconded by Councilor Hackett. All in favor, so voted.

### **9.2 GA Fair Hearing Agreement/Appointment**

Miranda explained that each Town is required to have a General Assistance Fair Hearing Authority. She suggests that the Town of Mechanic Falls enter into an agreement with the Town of Minot for each to hear the other's General Assistance Fair Hearings. In the past, the Council was considered the Fair Hearing Authority, however, the regulation calls for an impartial individual or group with knowledge of the GA rules. She proposes that she as General Assistance Administrator hear the appeals for Minot and Danielle Loring, GA Administrator for Minot hear our appeals. Councilor Konstantoulakis moves to enter into the intergovernmental agreement with Minot and appoint Danielle Loring as The Town of Mechanic Falls General Assistance Fair Hearing Authority. Motion seconded by Councilor Bolduc. Unanimous.

### **9.3 Certified Ratio Declaration**

The Town Manager wanted to inform the Council that our certified ration has decreased to 95%.

### **9.4 Transfer Station Hours**

The Transfer Station Manager would like to change his administrative day to Thursday and open the Transfer Station from 12-6 pm. He will transfer one of the attendants from Saturday to Thursday. This change would be from May to September and would not cost the Town any additional money. The Council agrees with this change but cautions that they would like the end date advertised widely. Councilor Bolduc moves to change the Transfer Station hours for summer from May to September. Motion seconded by Councilor Konstantoulakis. Unanimous.

### **9.5 Appointment of Election Clerks**

There will be an election on May 14<sup>th</sup> for the RSU16 budget referendum. Miranda would like the Council to appoint Nancy Petersons as Election Warden and Michelle Emery and Allison Emery as Election Clerks. Councilor Hackett moves for the same, seconded by Councilor Bolduc. Unanimous.

### **9.6 Town Manager Review**

Scheduled for June 3rd.

### **9.7 PD Chief Contract Renewal**

Scheduled for June 3rd.

### **9.8 Summer Camp Workshop**

The Council agreed that a workshop was not needed at this time. The Summer Recreation Camp will continue to run as written in the Resolution dated March 7, 2005.

## **10.0 Executive Session:**

Councilor Hackett moves to enter executive session citing Title 1 M.R.S.A. § 405(6) C. Seconded by Councilor Bennett. Unanimous. Council enters executive session at 8:50pm. Council emerges from executive session at 9:35pm. The Council discussed the Foreclosures again and decided that they would like to reconsider this

agenda item. Councilor Bolduc moves to reconsider item 8.5, seconded by Councilor Konstantoulakis. Unanimous. Councilor Bolduc moves to table the discussion of item 8.5 to the June 3<sup>rd</sup> meeting. Motion seconded by Councilor Konstantoulakis. Unanimous. The Council moves to revise the Town Purchasing Policy by motion of Councilor Bolduc, seconded by Councilor Konstantoulakis. Unanimous. Councilor Hackett moves to direct the Town Manager to create and distribute an RFP (Request for Proposal) to sell the property located at 22 Pleasant Street which was to be the new Town Office & Library. Motion seconded by Councilor Bolduc. All in favor, so voted.

**11.0 Adjourn:**

Councilor Bolduc motioned to adjourn, Seconded by Councilor Hackett. All in favor, so voted. Meeting adjourned 9:38pm.