

CALAIS CITY COUNCIL  
DECEMBER 10, 2015

The only regular monthly meeting of the Calais City Council was held this date in the Council Chambers of the Calais City Building at 6:00 p.m.

Present was Mayor Moore presiding over Councilors Howard, Rogers, Mingo, Moreside, and Nixon.

On a motion by Councilor Nixon and a second by Councilor Moreside, it was unanimously voted to approve the following consent agenda:

- A. Previous Minutes
- B. Monthly Departmental Reports
- C. Chase Fund for November - \$225.00
- D. Treasurer's Warrants City through December 9, 2015  
\$494,429.79
- E. Treasurer's Warrants School through December 9, 2015  
\$750,452.79
- F. Treasurer's Warrants Water through December 9, 2015  
\$ 26,533.78
- G. Free Trash Day -- Saturday, January 2, 2016
- H. Blanket Letter of Approval -- St Croix Club -- Sealed Tickets

The City Manager then gave his report on the following:

- need for Public Safety Committee to meet to address Archery Hunting within City Limits and Ambulance Equipment Purchase. This meeting will be on Monday, December 14<sup>th</sup> at 6:00 p.m.
- his intent to set up meeting with Eaton/Peabody on Downtown TIF
- Pool Committee to meet on December 18<sup>th</sup> at 4:30 p.m.

The following Council Committee reports were submitted.

- 1. Finance Committee -- No report
- 2. Property Committee -- No Report
- 3. Public Safety Committee -- No report
- 4. Public Works Committee -- met on November 30<sup>th</sup> to discuss Surplus City Vehicles, purchase of Rec Dept Vehicle, Use of Salt Brine and repair of Bulldozer.

Attendance

Consent Agenda

City Manager's Report

Council Committee Reports

5. **School Liaison Committee** – No report
6. **Economic/Community Development Committee** – met to discuss Hi-speed internet and Fiber Optics

Next was the CDRC Report on the following:

- Downtown Decorating contest
- Small Business Saturday
- successful Orchestra Concert at Congregational Church

It was moved by Councilor Rogers, seconded by Councilor Nixon, and unanimously voted to authorize the City Manager to make an offer of \$135,000 to the Maine Dept of Transportation for the purchase of the former Tourist Information Center Building.

Councilor Geel entered the meeting at 6:19 p.m.

Following a brief discussion it was moved by Councilor Mingo, seconded by Councilor Howard, and unanimously voted to accept the Loan of up to \$618,000.00 from the 2016 Drinking Water State Revolving Fund for the "Water Main Improvements on Union Street Project".

At this point, Annaleis Hafford of Olver Associates presented the City Council with the following 2016 Water Department Budget:

INSERT WATER DEPT BUDGET

Following a brief presentation and discussion, it was moved by Councilor Moreside, seconded by Councilor Nixon, and unanimously voted to adopt this budget in the amount of \$657,055.00.

It was moved by Councilor Nixon and seconded by Councilor Howard to write off the following bad debt from the Ambulance Dept:

Patient # 2211 \$244.06  
Patient # 2759 \$3249.00  
Patient # 2997 \$2352.80  
Patient # 1374 \$737.65  
Patient # 1881 \$179.96  
Patient # 1915 \$2684.46

CDRC Report

Tourist Info Center

DWSRF Loan

Water Dept Budget

Ambulance Bad Debt

TABLE 1 - CALAIS WATER DEPARTMENT - PROPOSED 2016 BUDGET

City Account	Account Description	Expanded 2013	Budget 2014	Budget 2015	Proposed 2016	Proposed 2015	Difference Between 2015 Budget and 2016 Budget
		\$69,583.00	\$69,298.00	\$69,298.00	\$69,298.00		
0170	PRINCIPAL - REFINANCE - UNION TRUST	\$17,200.00	\$16,718.00	\$16,718.00	\$16,924.00	\$16,924.00	\$731.00
0175	PRINCIPAL - DWSRF CLEVELAND ST.	\$4,785.00	\$4,785.00	\$4,785.00	\$4,785.00	\$4,785.00	\$0.00
0177	PRINCIPAL - DWSRF - SOUTH ST.	\$32,660.71	\$32,660.71	\$32,660.71	\$32,660.71	\$32,660.71	\$0.00
0179	PRINCIPAL - DWSRF RESERVOIR/FILTER BACKWASH	\$1,483.34	\$1,483.34	\$1,483.34	\$1,483.34	\$1,483.34	\$0.00
0181	PRINCIPAL - RD 91-08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0183	PRINCIPAL - RD 91-10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0185	PRINCIPAL-GMAC 820-4	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0187	PRINCIPAL-GMAC 820-5	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0188	DWSRF - LAFF/PRICE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0190	DWSRF - MIDLAND/BROOKS/SPRING/GERMAIN	\$15,249.26	\$19,483.00	\$19,483.00	\$19,483.34	\$19,483.34	\$-2,988.00
0192	DWSRF - CLARK/SCHOOL	\$12,742.00	\$13,652.00	\$13,652.00	\$12,742.00	\$12,742.00	\$-910.00
0195	PRINCIPAL-LONG TERM DEBT - 1ST N - PF	\$0.00	\$7,015.25	\$7,015.25	\$7,227.00	\$7,227.00	\$212.00
0197	LONG TERM DEBT - SRF REFINANCE	\$3,297.50	\$3,750.00	\$3,750.00	\$3,902.00	\$3,902.00	\$152.00
0199	PRINCIPAL - B.H.B. & TRUST - Water Line	\$61,832.84	\$61,833.00	\$61,833.00	\$61,833.00	\$61,833.00	\$0.00
	PRINCIPAL - TEMPERANCE WATER	\$7,153.43	\$8,487.00	\$8,487.00	\$8,487.11	\$8,487.11	\$237.00
	PRINCIPAL - UNION STREET WATER - DWPSRF	\$0.00	\$0.00	\$0.00	\$11,500.00	\$11,500.00	\$0.00
	REG ASSESSMENT TAX	\$0.00	\$0.00	\$0.00	\$23,175.00	\$23,175.00	\$23,175.00
0408	DUES	\$3,524.75	\$3,056.00	\$3,056.00	\$2,886.00	\$2,886.00	\$-800.00
0410	INTEREST - UNION TRUST	\$1,744.32	\$1,873.32	\$1,800.00	\$1,161.50	\$1,800.00	\$0.00
0420	ADMIN - DWSRF CLEVELAND STREET	\$4,845.87	\$2,835.90	\$2,728.00	\$2,359.44	\$1,998.00	\$-731.00
0421	ADMIN FEE - DWSRF FILTER BACKWASH	\$239.26	\$239.26	\$240.00	\$240.00	\$240.00	\$0.00
0425	INTEREST - RD 91-08	\$0.00	\$74.16	\$0.00	\$74.16	\$75.00	\$0.00
0427	INTEREST - RD 91-10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0429	INTEREST - GMAC 820-4	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0431	INTEREST - GMAC 820-5	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0433	INTEREST - 1ST NATL P	\$937.68	\$463.61	\$478.00	\$401.20	\$401.20	\$-77.00
0435	INTEREST - RD WATER SOURCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0439	INTEREST - B.H.B. & TRUST - Water Line	\$5,363.06	\$3,410.43	\$3,318.00	\$3,321.94	\$3,081.00	\$-237.00
0440	DWSRF 2009F Administration Fee	\$767.46	\$974.16	\$975.00	\$974.16	\$975.00	\$-975.00
0442	DWSRF 2010 Administration Fee	\$0.00	\$267.71	\$267.00	\$267.00	\$267.00	\$-2,300.00
	INTEREST - Clark/School DWPSRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	INTEREST - TEMPERANCE DWPSRF	\$0.00	\$0.00	\$2,055.00	\$2,085.00	\$2,085.00	\$0.00
	INTEREST/FEE - UNION STREET DWPSRF	\$0.00	\$0.00	\$1,100.00	\$0.00	\$0.00	\$-1,100.00
5110	REGULAR WAGES	\$118,191.30	\$125,330.20	\$130,000.00	\$120,000.00	\$128,000.00	\$4,825.00
5115	OVERTIME WAGES	\$5,689.35	\$4,620.45	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00
5120	PAYROLL - ON CALL STIPEND	\$10,100.00	\$2,600.00	\$2,600.00	\$2,600.00	\$2,600.00	\$0.00
6017	SHARE-CLERICAL WAGES - 33%	\$7,698.24	\$8,933.46	\$9,300.00	\$9,700.00	\$9,700.00	\$-712.68
6018	SHARE-MANAGER WAGES - 15%	\$6,571.26	\$9,291.82	\$9,300.00	\$10,818.43	\$9,600.00	\$-700.02
6019	SHARE-FIN DIR WAGES - 25%	\$10,533.60	\$10,407.69	\$10,750.00	\$13,149.71	\$12,300.00	\$1,549.91
6046	CONTRACTED FRINGE BENEFITS REGULAR	\$66,187.13	\$65,872.19	\$65,000.00	\$54,093.65	\$65,000.00	\$10,600.00
6047	CONTRACTED FRINGE BENEFITS OVERTIME	\$1,024.09	\$831.68	\$1,000.00	\$1,014.11	\$1,000.00	\$1,000.00
6048	EMPLOYEE BENEFITS - CITY ADMINISTRATION	\$10,278.57	\$14,778.08	\$14,850.06	\$14,850.06	\$14,850.06	\$1,149.94
6151	PURCHASED POWER	\$28,973.45	\$28,085.26	\$32,000.00	\$30,890.32	\$31,000.00	\$-1,000.00
6202	MATERIALS AND SUPPLY - OFFICE	\$1,114.35	\$1,957.45	\$2,000.00	\$1,242.29	\$1,355.23	\$0.00
6204	CHEMICALS	\$15,195.65	\$14,499.27	\$14,000.00	\$13,454.57	\$14,000.00	\$0.00
6205	MATERIALS AND SUPPLY - MAINTENANCE	\$16,182.14	\$13,342.42	\$18,000.00	\$20,605.06	\$18,000.00	\$0.00
6206	MATERIALS AND SUPPLY - OPERATION	\$4,720.29	\$6,418.72	\$6,500.00	\$1,455.95	\$5,000.00	\$-1,500.00
6207	SUPPLIES/CUSTOMER ACCOUNTS	\$6,722.23	\$13,614.86	\$15,000.00	\$1,420.83	\$10,000.00	\$-5,000.00
6208	MAT & SUP ADMIN & GEN	\$4,208.41	\$4,321.01	\$2,000.00	\$2,770.72	\$2,500.00	\$500.00
6209	MDOT WATER REPAIRS	\$500.00	\$300.00	\$500.00	\$1,086.17	\$500.00	\$0.00
6318	CONTRACT SVC/ENGINEER	\$4,115.90	\$60.50	\$7,500.00	\$4,616.23	\$7,500.00	\$0.00
6328	CONTRACT SVC/ACCOUNTANT	\$11,456.50	\$13,092.97	\$13,000.00	\$10,516.73	\$12,000.00	\$0.00
6351	CONTRACT SVC/WATER TREATMENT	\$2,261.00	\$5,132.65	\$5,000.00	\$2,112.25	\$3,000.00	\$-1,000.00
6358	CONTRACT SVC/DISTRIBUTION SYS. REPAIRS	\$16,341.94	\$15,196.74	\$25,000.00	\$25,728.63	\$25,000.00	\$0.00
6400	BUILDING MAINTENANCE & REPAIRS	\$115.14	\$0.00	\$15,000.00	\$84.94	\$92.66	\$-8,900.00
6426	RENTAL EQUIPMENT	\$0.00	\$55.00	\$500.00	\$0.00	\$0.00	\$0.00
6506	TRANSPORTATION EXPENSE/VEHICLE MAINT.	\$5,848.40	\$4,967.28	\$5,500.00	\$4,322.76	\$5,500.00	\$0.00
6598	INSURANCE - RISK POOL	\$3,200.00	\$3,200.00	\$3,200.00	\$3,490.91	\$3,200.00	\$0.00
6608	ADVERTISING - GEN ADMIN.	\$431.64	\$682.17	\$700.00	\$354.45	\$700.00	\$0.00
6751	MISC EXP/STATE TESTING	\$5,513.18	\$6,404.60	\$7,000.00	\$2,264.98	\$5,000.00	\$-2,000.00
6755	TRAINING	\$455.00	\$415.00	\$1,000.00	\$112.23	\$500.00	\$500.00
6757	HEATING FUEL	\$4,231.33	\$3,179.87	\$4,500.00	\$3,030.54	\$4,500.00	\$0.00
6759	MISC EXPENSE	\$18.43	\$116.78	\$200.00	\$33.53	\$100.00	\$0.00
6765	CONTINGENCY ALLOWANCE - (Improvements)	\$0.00	\$0.00	\$5,133.14	\$83,324.87	\$100.00	\$0.00
	<b>TOTAL (Actual/Proposed)</b>	<b>\$69,583.00</b>	<b>\$69,332.45</b>	<b>\$69,298.00</b>	<b>\$69,332.45</b>	<b>\$69,298.00</b>	<b>\$-757.00</b>

Voting in favor of this motion were Councilors Geel, Howard, Rogers, Mingo, Nixon, and Mayor Moore. Councilor Moreside Abstained, Motion carried.

On a motion by Councilor Moreside and a seconded by Councilor Nixon, it was unanimously voted to write off the following Water Dept Bad Debt:

Account #649 = \$114.84

Account #4150 = \$105.86

Account #3289 = \$200.03

On a motion by Councilor Howard and a second by Councilor Nixon, it was unanimously voted to re-appoint the following citizens to their respective boards for the specified terms and to re-advertise to fill vacant seats:

Planning Board

Bill Barnett – 1/18

Herm Gadway – 11/18

Promote Herm Gadway & Everett Libby to full voting members

Zoning Board of Appeals

Mark Carr – 11/18

Joan Perry – 9/17

Revolving Loan Board

Ken Colson Sr – 9/17

Joe Moses – 2/18

Board of Assessment Review

Martha McIntyre – 10/17

William Cody – 10/17

Everett Libby – 11/18

On a motion by Councilor Howard and a second by Councilor Moreside, it was unanimously voted to authorize the purchase of a 2007 Chev 1500 in the amount of \$9000.00 for the Recreation Dept.

Other items addressed with no Council action being taken at this time included:

Water Write-offs

Board Appts

Rec Dept Truck

Other items

- concern with zone change on River Road
- assessing records on line
- favorable comments from travelers on Main Street
- Status of Police Cruisers
- thanks to Police & Fire Dept on help with Lioness Parade
- Merry Christmas!
- Reminder for Road Toll Applications by December 31<sup>st</sup>

On a motion by Councilor Moreside and a second by Councilor Rogers, it was unanimously voted to retire into Executive Session at 7:08 p.m. for the following:

Executive Session

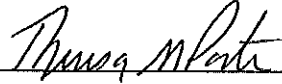
- A. Personnel Issue Pursuant to Title 1 MRSA, 405 6 (a)

Open session resumed at 7: 30 p.m.

Open Session

There being no further business to come before the City Council at this time, it was moved by Councilor Moreside, seconded by Councilor Rogers, and unanimously voted to adjourn this meeting at 7:30 p.m.

Adjourn

ATTEST:   
Theresa M Porter, City Clerk