

Calais City Council – Calais City Building
June 30, 2022 - Call to Order – 6:00 pm
Pledge of Allegiance – Moment of Silence

Mayor: Billy Howard

Councilors:

Elery Beale
Mark Carr
James Macdonald
Billy Quinn
Marcia Rogers
Michael Sherrard

1. Consent Agenda

- A. Previous Minutes (pages 2 – 8)
- B. Treasurer's Warrants City through June 29, 2022 \$
- C. Treasurer's Warrants School through June 29, 2022 \$
- D. Treasurer's Warrant Water through June 29, 2022 \$
- E. Victualer's Licenses
- F. Gospel Concert – Triangle Park – July 16th (pages 9 – 10)

2. Public Hearings

- A. 2022-2023 Municipal Budget (page 11)
- B. 2022-2023 Wastewater Budget (page 12-15)
- C. 2022-2023 School Dept Budget
- D. Special Amusement Permit – Fitzgerald's Tavern (page 16)

3. Old Business

- A. City Manager's Report
- B. Follow Ups (pages 17 - 19)
- C. Committee Reports
 - 1. Finance Committee- Sherrard
 - 2. Property Committee- Carr
 - 3. Public Safety Committee- Sherrard
 - 4. Public Works Committee- Carr
 - 5. School Liaison Committee- Rogers
 - 6. Economic/Community Development Committee- Sherrard
- D. Downtown Main Street Parking Restrictions (pages 20 - 21)
- E. Additional Costs to City Building Facia/Soffit Replacement (page 22)

4. Public Input on Agenda Items

5. New Business

- A. 2022-2023 Ambulance Budget (page 23)
- B. Approval of Other Capital Projects
- C. Fitzgerald's Tavern – Festival Beer Tent (page 24)
- D. City Waterfront Pier – Preferred Vendor
- E. Consideration of Bulk Purchase of Highway Salt (pages 25 – 26)
- F. City Building Mold Remediation and Air Quality
- G. Consideration of RFPs for City Wide Property Re-Valuation
- H. Solicit Bids for Installation of Air Exchange System for Police Station
- I. Solicit Bids for Maintenance Upgrades to St Croix #1

6. Executive Session

- A. Discussion on Sale of City Property and Real Estate

CALAIS CITY COUNCIL
JUNE 16, 2022

The first 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 Howard presiding over Councilors Quinn, Sherrard, Rogers, Beale, Carr, and Macdonald.

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

- A. Previous Minutes
- B. Monthly Departmental Reports
- C. Chase Fund for June - \$300.00
- D. Treasurer's Warrants City through June 15, 2022
\$ 271,186.90
- E. Treasurer's Warrants School through June 15, 2022
\$ 647,486.99
- F. Treasurer's Warrant Water through June 15, 2022
\$ 31,043.04
- G. International Festival Events
- H. Farmer's Market
- I. Perpetual Care Application Daniel & Anna Moses Lot by Daniel Moses
- J. Return of Votes Cast

INSERT RETURN OF VOTES CAST

The City Manager then gave his report on the following:

- Liaison Committee meeting scheduled on June 21st at 6:00 p.m.
- Budget Workshop meeting on June 27th
- "Updates" format revamped

The City Clerk presented the Councilor with the following bids received on mowing of two additional blocks:

Bidder	Bid Amount
Murray's Lawn Care Services Robbinston, ME	\$3,500.00
Fitzee Property Management Perry, ME	\$15,000.00

Attendance

Consent Agenda

City Manager Report

Mowing Bids

RETURN OF VOTES CAST – JUNE 14, 2022 – PRIMARY AND SCHOOL ADDITION BOND ORDINANCE

At a legal meeting of the inhabitants of the City of Calais, in the County of Washington, qualified by the Constitution to vote, said City, on Tuesday, June 14, 2022, the inhabitants gave their votes upon the following. The same were received, sorted, counted and declared in open meeting, by the Warden who presided and in the presence of the Ward Clerk, who formed a list of the candidates and referendum questions voted for and against and made records thereof in the presence of the Warden in open meeting sealed up the copies of said records as appears by copies of said lists, duly attested by the Warden and Ward Clerk, and returned to the City Clerk of said Calais on the 14th day of June, 2022, the same being within twenty-four hours of said meeting.

The total Number of ballots cast: REP 160 DEM 63 Municipal 250

REPUBLICAN BALLOT

Governor

LePage, Paul R 135

Representative to Congress, District 2

Caruso, Elizabeth M 49

Poliquin, Bruce 101

State Senator, District 6

Moore, Marianne 138

Representative to the Legislature, Dis. 9

Chambers, John V 122

Register of Probate, Washington County

Perry, Darlene M 118

County Treasurer, Washington County

Holmes, Jill C 118

Register of Deeds, Washington County

Gay, Tammy C 117

Sheriff, Washington County

Curtis, Barry A 126

District Attorney, District 7

Foster, Matthew J 88

Juskewitch, Steven A 39

DEMOCRATIC

Governor

Mills, Janet T 58

Representative to Congress, District 2

Golden, Jared Forrest 57

State Senator, District 6

Goble, Jonathan C 49

Representative to the Legislature, Dis. 9

Perry, Anne C 58

Judge of Probate, Washington County

Holmes, Lyman L 52

QUESTION 1

Ordinance authorizes the City to issue \$2,000,000 in general obligation bonds to finance costs to design, construct, and equip a \$2,600,000 4-classroom addition to the Calais Elementary School.

Shall the above-described ordinance be adopted, and the Council have the authority to bond the City as described above?

YES

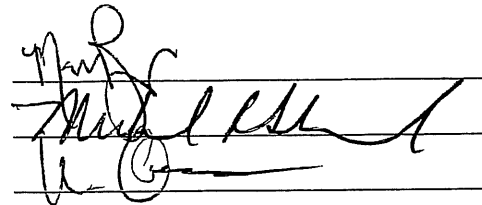
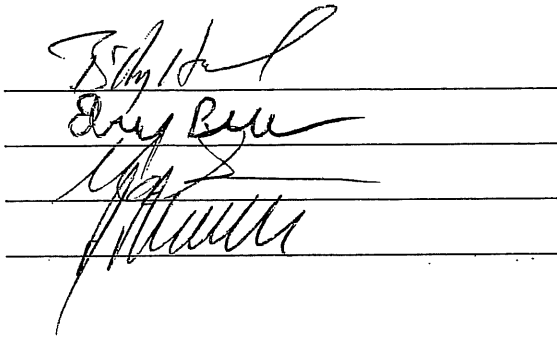
171

NO

78

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1



Calais City Council

On a motion by Councilor Sherrard and a second by Councilor Quinn, it was unanimously voted to award this bid to Murray's Lawn Care Services in the amount of \$3500.00.

The Clerk then presented the following bids received on the installation of a restroom at the Calais Fire/EMS Department:

Androc Plumbing & Heating	\$8,040.00
Calais, ME	

Clark & Son	\$5,545.00
Calais, ME	

On a motion by Councilor Sherrard and a second by Councilor Quinn, it was unanimously voted to award this bid to Clark & Son in the amount of \$5545.00.

The Finance Director presented the Council with the following proposals for Property & Liability Insurance for the City:

INSERT INSURANCE QUOTES

Following discussion, it was moved by Councilor Rogers, seconded by Councilor Macdonald, and unanimously voted to accept the proposal from Kyes Insurance with an annual premium of \$93,747.00 for one year.

At this time, Jake Chambers introduced to the Council the new owners of his assisted living business, Adult Family Care Homes of Maine. The Council welcomed them and thanked the Chambers' for their years of service to the Community.

It was moved by Councilor Quinn, seconded by Councilor Beale, and unanimously voted to authorize the use of the North Street Municipal Parking lot to the Veteran's Administration with their Mobile Unit on July 18th.

It was moved by Councilor Sherrard, seconded by Councilor Rogers, and unanimously voted to authorize the use of Triangle Park to film a documentary on June 19th.

It was moved by Councilor Sherrard, seconded by Councilor Rogers, and unanimously voted to allow Crumbs to have fenced in seating on the sidewalk in front of their business.

North Street Building –
Restroom Installation Bids

Insurance Quotes

Chambers sale of business

VA Mobile Unit – North
Street Parking Lot

Documentary – Triangle Park

Sidewalk Seating – Crumbs

Property & Liability Insurance Quotes Results

All responding agencies provide the same coverage on property, with a blanket policy, and \$1,000 deductible.

Agency Carrier	Kyes Insurance Trident	Varney Agency Glatfelter	MMA Risk Mgmt Self-Insured
Annual Premium	\$93,747	\$94,897	\$85,405
General; Public Officials; Law Enforcement Liability and Ambulance Malpractice	\$1,000,000 per event \$3,000,000 aggregate	\$1,000,000 per event \$3,000,000 aggregate	\$2,000,000 per event No aggregate limit
Automotive Liability	\$1,000,000 per event \$3,000,000 aggregate	\$1,000,000 per event \$3,000,000 aggregate	\$400,000 – falls under Maine Tort Claims Act which limits City's exposure
Newly Acquired Property	30 Days Premium increases for additions	30 Days Premium increases for additions	180 Days (for under \$1,000,000 value) No change to premium for additions
Umbrella Policy	No – but is available at additional cost	Yes - \$5,000,000	No – not required because no aggregate limit
Cyber Protection Limits	Data Compromise - \$50,000 per event & \$100,000 aggregate Cyber Attack & Extortion \$25,000 per attack & \$100,000 aggregate	Data Compromise - \$100,000 per event & \$1,000,000 aggregate Cyber Attack & Extortion \$20,000 per attack & \$100,000 aggregate	Data Compromise - \$50,000 per event & \$1,000,000 aggregate Cyber Attack & Extortion \$1,000,000 per attack & aggregate *Available at no extra cost once Acceptable Use Policy has been adopted
Inspections required to provide coverage?	No	Yes – on certain buildings	Yes – but only need “a plan” to correct, not actual implementation
Pays Dividends	No	No	Yes – after 3 years of membership

Our current coverage is provided by Kyes Insurance Agency and expires 6/30/2022. During FY22 we paid \$96,994 across all departments.

On a motion by Councilor Carr and a second by Councilor Quinn, it was unanimously voted to install additional security cameras downtown at a cost of approximately \$6,000.00 to be charged to Other Capital Projects.

Following discussion on limiting parking downtown and downtown business owners parking on the street, this item was tabled.

On a motion by Councilor Carr and a second by Councilor Quinn, it was unanimously voted to schedule a Public Hearing on the 2022/2023 Budget at 6:00pm on June 30, 2022.

On a motion by Councilor Sherrard and a second by Councilor Quinn, it was unanimously voted to write off the following Water Debt and send to collections.

#4239	William McLaughlin	\$57.42
#4241	Michelle Tracy	\$114.72
#4242	Gabrielle Dubay	\$107.08
#4243	Nathan Moffett	\$57.42
#4244	Joshua Barnard	\$126.18
#4246	Tessa Farrell	\$57.42

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

- Crumbs Awning and Fence look nice
- much needed School Liaison meeting
- Thanks to Rotary Club and Lions Club for Beautification projects
- Thanks to Library Kids Programs
- Consideration to move voting from Elementary School
- Need for Pavement at Diconzo Complex
- Consideration of "Dog Park"

On a motion by Councilor Quinn and a second by Councilor Carr, it was unanimously voted to retire into Executive Session at 6:35 p.m. for the following:

- Union Negotiations
- Discussion on Sale of City Property – David Seavey
- Personnel Issue – Fire Chief Position

Downtown cameras

Parking Downtown

Schedule Public Hearing –
Budget

Water Debt Write-offs

Other Items

Executive Session

Open Session resumed at 8:12 p.m.

It was moved by Councilor Carr and seconded by Councilor Quinn to authorize the City Manager to offer Cody Fenderson the Calais Fire/EMS Chief Position for the salary as discussed in Executive Session. Voting on favor of the motion were Councilors Quinn, Sherrard, Beale, Carr, and Macdonald. Councilor Rogers and May Howard were opposed. Motion carried.

There being no further business to come before the City Council at this time, it was moved by Councilor Quinn, seconded by Councilor Carr, and unanimously voted to adjourn this meeting at 8:13 p.m.

ATTEST: _____


Theresa M Porter, City Clerk

Fire Chief Position

Date Submitted 6/21/22

SPECIAL EVENT PERMIT APPLICATION

All special events applications will be reviewed and interpreted as a major or minor event by the City Manager, City Clerk, Police Chief and other appropriate department managers. No person may conduct a Major or Minor Special Event on City Property without a Special Events Permit issued by the Calais City Council pursuant to the Special Events Permit Ordinance.

Special Event shall mean any event, sponsored by an individual, corporation, partnership or other entity or organization intended primarily for recreational, entertainment or charitable purposes, which requires the use of City Property of the City of Calais, Maine.

- ☒ Minor Event shall mean an event not exceeding four hours in duration and/or less than 100 people affiliated with the event. (i.e. wedding ceremony with equipment such as tent, chairs, sound, etc.)
- ☐ Major Event shall mean an event exceeding four hours in duration and/or more than 100 people affiliated with the event. (i.e. community festival; carnival; street dance; charitable walk for a cause) Also, a major event clearly involves additional city services (i.e. police protection; more than one vendor needing electrical usage; etc.)

City Property shall mean any land owned by the City of Calais, Maine.

I/We hereby request from the Calais City Council to hold a special event.

Date of Event: July 16, 2022 Time of Event: 6:00 PM

Location: Triangle Park

Estimated number of People Attending: 75-100

Summary of Event:

Gospel concert - Jason Runnels
- We may see if Billy Gibson wants to bring
his food truck down but its unlikely that
he will.

Alcoholic Beverages? YES ☒ NO (Circle one)

Amplified Sound? ☒ YES NO (Circle one)

➡
(Over)

Street Closure Requirements: (if applicable)

none

Plan for Security, Parking and Traffic: (if applicable)

none

City Services Required: (Utilities, police, cleanup, etc.) (if applicable)

Utilities

Sanitary Facilities Plan: (if applicable)

none

List of Proposed Vendors: (if known and applicable)

none

Organization: Second Baptist Church.

Tax Status: Tax Exempts

Officers: Kathy Francis, Gloria Phillips.

Signature of President or Event Chair: Gloria Phillips

Contact Person: Gloria Phillips

Address: 482 South St.

Telephone: 207-454-0203

Date Submitted: 6/21/22

--Return completed application to Calais City Clerk, P.O. Box 413, Calais, ME 04619.

--Applications for "Minor Events" must be submitted thirty (30) days prior to event.

--Applications for "Major Events" must be submitted four (4) months prior to event.

--**Applicants must attach certificate of general liability insurance with application.**

--Events serving alcoholic beverages require alcohol insurance with the City of Calais listed as additional insured on liability policy of not less than \$400,000.

--Applicants to be responsible for additional costs for clean up and street closure.

FY23 Comprehensive Budget Summary

	FY22	FY23		
	As Passed	As Proposed	\$ Change	% Change
Projected Revenues Before Taxes*	1,684,219.00	1,914,744.00	230,525.00	13.69%
City Council	15,188.00	15,786.00	598.00	3.94%
City Manager	87,025.00	93,675.00	6,650.00	7.64%
City Clerk	92,575.00	140,150.00	47,575.00	51.39%
Finance Department	194,275.00	179,544.00	(14,731.00)	-7.58%
Legal Services	30,000.00	35,000.00	5,000.00	16.67%
Assessing	99,345.00	104,285.00	4,940.00	4.97%
City Bldg - General Admin	82,962.00	86,300.00	3,338.00	4.02%
St. Croix Firehouse	2,030.00	2,930.00	900.00	44.33%
Public Bldgs - North St.	54,450.00	58,100.00	3,650.00	6.70%
Library	165,530.00	170,830.00	5,300.00	3.20%
Recreation	255,345.00	274,355.00	19,010.00	7.44%
Subsidies & Donations	16,380.00	26,380.00	10,000.00	61.05%
Police	606,210.00	617,375.00	11,165.00	1.84%
Fire Department	422,100.00	457,125.00	35,025.00	8.30%
Street & Traffic Lights	79,000.00	79,750.00	750.00	0.95%
Public Works	722,410.00	823,110.00	100,700.00	13.94%
Transfer Station	96,675.00	103,650.00	6,975.00	7.21%
Cemetery	123,675.00	138,425.00	14,750.00	11.93%
County Tax	279,314.00	300,967.00	21,653.00	7.75%
Miscellaneous	228,527.00	230,227.00	1,700.00	0.74%
Insurance	73,650.00	78,000.00	4,350.00	5.91%
Capital Projects & Contingency	475,500.00	530,476.00	54,976.00	11.56%
Subtotal	4,202,166.00	4,546,440.00	344,274.00	8.19%
GF Only (Decrease)/Increase	2,517,947.00	2,631,696.00	113,749.00	4.52%
School Local Share	1,290,070.00	1,175,642.00	(114,428.00)	-8.87%
Additional School	-	-	-	0.00%
Total Expense Budget including Local Share	5,492,236.00	5,722,082.00	229,846.00	4.18%
Revenues - Expenses =				
Amount of Taxes to be Collected	(3,808,017.00)	(3,807,338.00)	(679.00)	-0.02%

*NOTE: FY23 revenues include \$63,650 spent from Fund Balance - IUUAL Reserve.

CALAIS WASTEWATER TREATMENT PLANT 2022-2023 PROPOSED O&M BUDGET

Yr	Account	Account Description	2019/2020 Budget	2019/2020 Actual	2020/2021 Budget	2020/2021 Actual	2021/2022 Budget	2021/2022 To Date	2022/2022 Proposed Budget	2022/2023 Proposed Budget	Difference	Account Description
5110		PAYROLL REGULAR WAGES	\$130,000.00	\$86,772.86	\$128,000.00	\$104,708.00	\$132,300.00	\$83,364.00	\$132,300.00	\$136,300.00	\$4,000.00	PAYROLL REGULAR WAGES
5115		PAYROLL OVERTIME WAGES	\$0.00	\$4,649.41	\$0.00	\$4,370.64	\$0.00	\$3,468.52	\$0.00	\$5,000.00	\$0.00	PAYROLL OVERTIME WAGES
5122		ADMINISTRATIVE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	ADMINISTRATIVE
5145		PAYROLL-ON CALL STIP	\$2,600.00	\$2,300.00	\$0.00	\$1,800.00	\$2,600.00	\$1,800.00	\$2,600.00	\$0.00	\$0.00	PAYROLL-ON CALL STIP
5200		BENEFITS - REGULAR	\$64,000.00	\$54,192.82	\$65,000.00	\$58,637.37	\$65,000.00	\$52,283.84	\$65,000.00	\$65,000.00	\$0.00	BENEFITS - REGULAR
5201		BENEFITS - OVERTIME	\$1,000.00	\$836.91	\$1,200.00	\$786.75	\$950.00	\$624.50	\$950.00	\$950.00	\$0.00	BENEFITS - OVERTIME
5310		WATER - SEWER PLANT	\$10,000.00	\$10,439.32	\$11,000.00	\$11,583.72	\$13,000.00	\$8,407.88	\$12,000.00	\$12,000.00	\$0.00	WATER - SEWER PLANT
5320		ELECTRICITY	\$75,000.00	\$63,574.26	\$74,000.00	\$52,357.95	\$65,000.00	\$41,658.31	\$55,544.00	\$65,000.00	\$0.00	ELECTRICITY
5330		HEATING FUEL - SEWER PLANT	\$5,000.00	\$6,549.20	\$6,500.00	\$5,204.15	\$6,000.00	\$4,824.01	\$6,432.00	\$6,000.00	\$0.00	HEATING FUEL - SEWER PLANT
5340		TELEPHONE	\$2,600.00	\$2,611.06	\$2,800.00	\$3,185.80	\$3,200.00	\$2,507.47	\$3,560.00	\$3,600.00	\$0.00	TELEPHONE
5510		FUEL, OIL & LUBE	\$1,900.00	\$2,255.99	\$2,400.00	\$1,109.63	\$2,100.00	\$1,314.57	\$1,800.00	\$2,800.00	\$700.00	FUEL, OIL & LUBE
5560		VEHICLE MAINTENANCE	\$1,000.00	\$1,076.11	\$1,040.00	\$4,202.60	\$3,500.00	\$1,188.00	\$500.00	\$2,000.00	\$0.00	VEHICLE MAINTENANCE
5565		EQUIPMENT/TOOLS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	EQUIPMENT/TOOLS
5710		REPAIR PARTS	\$500.00	\$436.27	\$500.00	\$33.99	\$500.00	\$0.00	\$500.00	\$500.00	\$0.00	REPAIR PARTS
5720		OFFICE SUPPLIES	\$20,000.00	\$29,831.04	\$25,000.00	\$8,562.59	\$20,000.00	\$11,775.91	\$12,000.00	\$20,000.00	\$0.00	OFFICE SUPPLIES
5810		JANITORIAL SUPPLIES	\$800.00	\$1,525.74	\$1,000.00	\$1,274.21	\$1,400.00	\$407.60	\$500.00	\$1,000.00	\$0.00	JANITORIAL SUPPLIES
5820		LAB SUPPLIES & CALIBRATIONS	\$7,000.00	\$6,637.50	\$7,500.00	\$8,380.93	\$11,000.00	\$3,473.48	\$3,600.00	\$7,000.00	\$0.00	LAB SUPPLIES & CALIBRATIONS
5830		OPERATIONAL SUPPLIES	\$3,000.00	\$1,377.17	\$3,000.00	\$715.34	\$2,000.00	\$715.42	\$954.00	\$2,000.00	\$0.00	OPERATIONAL SUPPLIES
5850		CHEMICALS	\$23,000.00	\$16,386.58	\$23,000.00	\$21,423.48	\$20,000.00	\$14,930.58	\$19,907.00	\$20,000.00	\$0.00	CHEMICALS
5920		BUILDING MAINTENANCE	\$4,500.00	\$2,775.72	\$14,000.00	\$6,802.86	\$10,000.00	\$3,297.68	\$4,397.00	\$10,000.00	\$0.00	BUILDING MAINTENANCE
6050		TRAVEL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	TRAVEL
6216		PROPERTY AND CASUALTY	\$3,350.00	\$3,350.00	\$3,500.00	\$3,600.00	\$3,675.00	\$3,675.00	\$3,675.00	\$4,040.00	\$365.00	PROPERTY AND CASUALTY
6410		POSTAGE	\$2,900.00	\$1,128.66	\$2,900.00	\$1,048.47	\$1,200.00	\$600.74	\$500.00	\$1,200.00	\$0.00	POSTAGE
6412		SAFETY	\$500.00	\$264.11	\$500.00	\$416.55	\$500.00	\$0.00	\$500.00	\$500.00	\$0.00	SAFETY
6420		CLOTHING/UNIFORMS	\$1,050.00	\$1,432.61	\$1,500.00	\$1,326.54	\$1,500.00	\$572.79	\$764.00	\$1,500.00	\$0.00	CLOTHING/UNIFORMS
6470		EDUCATION/TRAINING	\$500.00	\$201.80	\$500.00	\$72.66	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	EDUCATION/TRAINING
6507		ABATEMENTS	\$0.00	\$0.00	\$0.00	\$9,144.11	\$2,000.00	\$6,426.84	\$6,500.00	\$6,500.00	\$0.00	CUSTOMER ABATEMENTS
6509		BAD DEBT	\$0.00	\$6,928.52	\$1,700.00	\$3,900.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	BAD DEBT
6510		LEGAL/AUDIT FEES	\$3,900.00	\$3,900.00	\$3,900.00	\$3,900.00	\$3,900.00	\$3,900.00	\$3,900.00	\$3,900.00	\$0.00	LEGAL/AUDIT FEES
6560		CONTRACTED MAINTENANCE	\$30,000.00	\$10,627.88	\$20,000.00	\$11,621.26	\$20,000.00	\$15,788.26	\$21,050.00	\$20,000.00	\$0.00	CONTRACTED MAINTENANCE
6563		SLUDGE DISPOSAL	\$75,000.00	\$65,876.56	\$75,000.00	\$45,081.80	\$65,000.00	\$47,484.57	\$63,000.00	\$70,000.00	\$5,000.00	SLUDGE DISPOSAL
6565		LICENSE FEES	\$3,700.00	\$2,808.95	\$2,900.00	\$958.63	\$2,000.00	\$31.35	\$1,500.00	\$2,000.00	\$0.00	LICENSE FEES
6568		CONTRACTED PUMPING SERVICES	\$20,000.00	\$13,212.85	\$19,000.00	\$7,272.00	\$15,000.00	\$2,720.00	\$3,700.00	\$15,000.00	\$0.00	CONTRACTED PUMPING SERVICES
6570		TRIO SOFTWARE PURCHASE	\$1,300.00	\$1,043.16	\$1,300.00	\$1,084.11	\$1,300.00	\$1,084.11	\$1,300.00	\$1,300.00	\$0.00	TRIO SOFTWARE PURCHASE
6572		OUTSIDE LABORATORY TESTING	\$4,500.00	\$2,126.50	\$3,000.00	\$2,454.50	\$5,000.00	\$912.00	\$1,216.00	\$3,000.00	\$0.00	OUTSIDE LABORATORY TESTING
6574		CONTRACT SERVICES - ENGINEER	\$5,000.00	\$9,316.00	\$5,000.00	\$10,400.99	\$7,500.00	\$8,904.00	\$11,872.00	\$12,000.00	\$0.00	CONTRACT SERVICES - ENGINEER
7881		SANITARY SEWER REPAIR	\$3,000.00	\$234.74	\$3,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	SANITARY SEWER REPAIR
7882		STORM SEWER REPAIR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	STORM SEWER REPAIR
7883		SEWER LINE -PW MAINTENANCE	\$10,000.00	\$5,364.00	\$10,000.00	\$5,812.50	\$10,000.00	\$66.00	\$100.00	\$10,000.00	\$0.00	SEWER LINE -PW MAINTENANCE
8050		DEP SRF ASSET MANAGEMENT	\$0.00	\$0.00	\$3,000.00	\$0.00	\$13,000.00	\$0.00	\$0.00	\$13,000.00	\$0.00	DEP SRF ASSET MANAGEMENT
8053		CSO MASTER PLAN UPDATE	\$11,800.00	\$8,042.50	\$3,757.50	\$0.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	CSO MASTER PLAN UPDATE
8060		FUNDED DEPRE/ASSET MANAGEMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	FUNDED DEPRE/ASSET MANAGEMENT
		YTD Total	\$335,500.00	\$439,408.66	\$535,497.50	\$403,701.40	\$542,625.00	\$338,115.01	\$447,051.00	\$542,625.00	\$104,510.00	YTD Total
		Cash	\$470,285.00	\$240,785.00	\$270,230.00	\$470,230.00	\$475,164.00	\$503,937.26	\$535,625.00	\$530,792.00	\$124,162.00	Cash
		Debit	\$135,785.00	\$90,993.66	\$1,005,774.50	\$874,936.40	\$1,009,789.00	\$642,042.27	\$911,675.00	\$993,443.00	\$116,507.00	Debit
		Total Budget (O&M and Debt)	\$335,500.00	\$439,408.66	\$535,497.50	\$403,701.40	\$542,625.00	\$338,115.01	\$447,051.00	\$542,625.00	\$104,510.00	Total Budget (O&M and Debt)

* Based on expense detail report dated 5/18/2021 as of end of March '22

City of Calais		Summary of Debt Service Maturities													
	2,350,000.00	978,822.23	943,371.25	2,263,000.00	1,231,000.00	431,000.00	777,000.00	500,000.00	102,858.00	182,280.00					
	2/19/02	10/26/09	6/29/10	12/22/10	3/28/11	9/24/20	12/2/11	12/22/16	7/2/21	7/2/21					
	MMBB	MMBB	MMBB	MMBB	MMBB	MMBB	RD	RD	MMBB	MMBB					
	2002FR	2009S	2010SR	2010FS-CW	2011FR	2017FS	92-30	2014	2018S	2018S #2					
	Sewer	Sewer	Sewer	Sewer	Sewer	Sewer	Sewer	Sewer	Sewer	Sewer					
	2.355%	1.000%	1.000%	1.000%	1.500%	1.000%	2.250%	1.375%	1.000%	1.000%					
Fiscal Year End															
2022	149,792.33	53,993.44	52,277.26	68,569.45	71,700.51	4,733.22	37,708.00	21,640.00	5,416.23	9,598.65					475,429.09
2023		53,991.00	52,277.25	68,566.34	71,700.52	4,733.07	37,708.00	21,640.00	5,676.29	10,059.22					326,351.69
2024		53,988.58	52,277.24	68,563.20	71,700.51	4,733.53	37,708.00	21,640.00	5,676.87	10,059.19					326,347.12
2025		53,987.12	52,277.24	68,560.02	71,700.51	4,732.60	37,708.00	21,640.00	5,674.98	10,058.32					326,338.79
2026		53,983.57	52,277.24	68,556.81	71,700.51	4,733.27	37,708.00	21,640.00	5,675.61	10,058.60					326,333.61
2027		53,980.89	52,277.24	68,553.56	71,700.51	4,731.53	37,708.00	21,640.00	5,675.75	10,057.02					326,324.50
2028		53,979.02	52,277.23	68,550.28	71,700.50	4,732.39	37,708.00	21,640.00	5,675.41	10,057.58					326,320.41
2029		53,975.91	52,277.23	68,546.97	71,700.51	4,732.83	37,708.00	21,640.00	5,674.58	10,056.27					326,312.30
2030		53,973.14	52,277.22	68,543.62	71,700.51	4,731.46	37,708.00	21,640.00	5,674.25	10,057.07					326,305.66
2031				68,540.24	71,700.53	4,730.65	37,708.00	21,640.00	5,674.06	10,055.99					79,808.70
2032						4,731.41	37,708.00	21,640.00	5,674.20	10,055.08					79,808.69
2033						4,730.74	37,708.00	21,640.00	5,673.82	10,054.26					79,806.82
2034						4,731.63	37,708.00	21,640.00	5,672.92	10,053.52					79,806.07
2035						4,730.07	37,708.00	21,640.00	5,673.49	10,053.84					79,805.40
2036						4,730.62	37,708.00	21,640.00	5,672.53	10,053.20					79,803.80
2037						4,730.72	37,708.00	21,640.00	5,673.03	10,052.61					79,804.26
2038						4,729.72	37,708.00	21,640.00	5,671.98	10,052.06					79,801.76
2039						4,729.36	37,558.90	21,640.00	5,672.38	10,051.53					79,652.17
2040						4,729.53		21,640.00	5,671.22	10,051.01					42,091.76
2041								21,640.00							21,640.00
2042								21,640.00							21,640.00
2043								21,640.00							21,640.00
2044								21,640.00							21,640.00
2045								21,493.30							21,493.30
2046															-
2047															-
															-
	149,792.33	485,852.67	470,495.15	685,550.49	717,005.12	94,629.55	716,302.90	519,213.30	113,224.01	200,650.00					4,152,715.52

[illegible]

Fee: \$100.00

Plus \$50.00 for public hearing advertisement

CITY OF CALAIS
APPLICATION FOR SPECIAL AMUSEMENT PERMIT

DATE: 6/14/22

BUSINESS NAME: Fitzgerald's TAVERN & The Townhouse Rest.

I/We Timothy J. Krug do hereby apply for a Special
Amusement Permit, under the provisions of Chapter 501, Public Laws of 1977.

Location of Premises: 234 MAIN ST CALAIS, ME 04619

Type of Entertainment: Live Music

Hours of Operations: 11 AM - 1 AM Monday - Sunday

Date at Calais, Maine this 14 day of JUNE, 2022.

Signature of Applicant: Timothy J. Krug

* Notice of Public hearing must be published at least seven(7) days prior to hearing

FOLLOW UP ITEM	STATUS	UPDATED STATUS
ATV access along RT. 1 through the Moosehorn 9/23/21	Council approved the request from the Sunrise Trail Coalition to form an Advisory Council between Calais, Baring, and Charlotte. Advisory Council is to submit a proposal to MDOT to use the rail corridor from Ayers Junction to Calais for public recreational use.	Sunrise Trail riders received a 30k grant for trail improvements
Calais Waterfront Improvements 9/23/21	Requesting estimates to clear area near snow dump for public use, planting trees behind the WWTP, repairing boat ramp, and riprap old pier. Upon an inspection of the city pier, the structural engineer from Trillium recommended the city close the pier to the public until further notice, siting pier degradation and potential safety concerns.	Received quotes from Trillium and Olver Engineering for structural and civil engineering, permitting, and design to determine a scope of work and estimates on the cost to demo and replace the waterfront pier.
City ARPA Funds 7/1/21	Submitted ARPA funds request 9/20. City share now adjusted to 317,000. Approved allocations-\$158,720. for Main St. Water/Sewer Project, \$33,319. for City Employee Bonuses, and phase 1 IT upgrades approved for \$44,710. Princeton Airport Plow donation- \$10,000. ARPA Fund Balance- \$70,251.	Suggested uses for remaining funds are City Building Heat pumps, and emergency back-up generators for Rec Center or St. Croix #1.
City Building and Library Brick Repair 7/12/21	The City Building brick repair to the front of the building is complete. The Library brick repairs are still on going. Library repairs to resume May 30th..	Brickwork to the front of the Library has re-commenced. Friends of the Library have donated 9k towards Library foundation repairs. Council discussed a potential allocation of funds for gutters and a perimeter drain.
City Building Facia/Soffit work 6/1/19	Council excepted bid from Whispering Pines Services for \$23,280.00	Work commenced 6/6/22 and is ongoing.
City Property and Casualty Insurance	Sent out bid requests 4/12/22	Council decided to continue with Keyes Insurance and look into a potential re-bid at year end. Suggested to require a complete loss inspection with any potential bid increases.

FOLLOW UP ITEM	STATUS	UPDATED STATUS
Fire/EMS Chief position 4/28/22	Advertised open position 5/2/22	Conducting interviews for position 6/10/22. Position is still open.
Gas pump card readers and pumps 5/12/22	School Department has committed to pay for half of the gas pump card readers and pumps at the public safety building location.	Council discussed paying other half from FY22 Other Cap Improvements
Main Street Sewer/Water Project 5/1/21	Project ongoing.	Gordon construction continues to progress on sewer line replacement. Preparing for water bypass from Franklin St. to Barker St.
Milltown Dam Decommissioning 4/1/2018	Demo and deconstruction phase to begin Mid to late July.	No update to report
Nash's Lake Fiber Project 8/12/21	All pole licenses have been acquired for Nashs Lake and construction has begun. EMEC has placed nine out of twelve utility poles from Shain Point to Chisholm Blvd.	Poles have been set at Nashs. Pioneer BB is scheduled to connect fiber lines in July.
Public Safety Building	Gathering cost estimates to upgrade the building heating system, electrical system, and add a restroom/changing area, wash station and rear door and air quality system for PD space.	Waiting on bids for FD rear door installation, FD SCBA wash sink install, PD air quality exchanger install, PW heating system upgrade, electrical upgrade for building, and new bathroom install. VL Tammaro quoted price for heating system improvements. Clark & Son won bid for bathroom installation. Received quote to replace air quality exchanger at PD.
Regional Cell Service 10/1/21	Recent activity 2/10/22- County level meeting with Sen Collins reps to be scheduled, us cellular mapping dead zones, and request for building permits to add 5G equipment to towers. Received call from Verizon in response to letter as well.	No update to report

FOLLOW UP ITEM	STATUS	UPDATED STATUS
Seavey & Young Property 1/1/19	Proposal scheduled for June 16 meeting.	Updated 6/28/22
St. Croix #1 Firehouse- 6/1/22	St Croix #1 Firehouse Association has disbanded.	Curative Labs is currently conducting COVID testing at the site until further notice. Several Civic organizations have expressed interest in using the firehouse for meetings. Building maintenance funds are available for improvements. Suggested improvements are- Seal concrete floor in fire bay, ADA rear entrance, new rear door, landscaping at rear entrance, upgrade stairs, and truck bay repainting. Also investigating kitchen uses and state firemarsh requirements if renting facility.

prohibit the erection upon private property adjacent to highways signs giving useful directional information and of a type that cannot be mistaken for official signs.

- 2) Every such prohibited sign, signal or marking is hereby declared to be a public nuisance, and the authority having jurisdiction over the highway is hereby empowered to remove the same or cause it to be removed without notice.

4-729 Interference with Official Traffic-Control Devices

No person shall without lawful authority attempt to or actually alter, deface, injure, knock down, or remove any official traffic-control device, or any inscription, shield or inscription thereon, or any part thereof.

4-730 Reserved

4-731 Stopping, Standing, and Parking Prohibited in Specified Places

- 1) No person shall stop, stand, or park a vehicle, except when necessary to avoid conflict with other traffic or in compliance with the law or the directions of a Police Officer or traffic-control device, in any of the following ways:
 - (a) On a sidewalk
 - (b) In front of a public or private driveway or alleyway
 - (c) Within an intersection
 - (d) Within 5 feet of a fire hydrant
 - (e) On a crosswalk
 - (f) Within 10 feet of the near corner of the curb at an intersection
 - (g) Within 15 feet upon the approach to any stop sign located at the side of a roadway
 - (h) Within 20 feet of the driveway entrance to any fire station and on the side of a street opposite the entrance to any fire station with 75 feet of said entrance, when properly sign posted
 - (i) Alongside or opposite any street excavation or obstruction when stopping, standing or parking would obstruct traffic
 - (j) On the roadway side of the vehicle stopped or parked at the edge or curb of a street
 - (k) Upon any bridge
 - (l) At any place where official signs or curb painting so prohibited
- (2) No person shall move a vehicle not lawfully under his control into any such prohibited area or away from a curb such distance as in unlawful

4-732 Parking Prohibited at All Times on Certain Streets

When signs are erected giving notice thereof, no person shall park a vehicle at any time upon any of the streets or parts of streets described in Section 4-811 of this ordinance.

4-733 Parking Time Limited on Certain Streets

When signs are erected in each block giving notice thereof, no person shall park a vehicle for longer than two hours between the hours of 8 a.m. and 6 p.m. Monday through Fridays, or between the hours of 8 a.m. and 10 p.m. Saturdays, public holidays excepted upon any of the streets or parts of streets described in Section 4-812 of this ordinance.

4-734 Hazardous or Congested Places

- 1) The Police Chief with the approval of the City Manager is hereby authorized to determine and designate by proper signs places not exceeding 100 feet in length in which stopping, standing, or parking of vehicles would create an especially hazardous condition or would cause unusual delay to traffic.
- 2) When official signs are erected at hazardous or congested places as authorized herein, no person shall stop or park a vehicle in any such designated place.

4-806 Regulation Not Exclusive

The provisions of this ordinance imposing a time limit on parking or governing loading and unloading shall not relieve any person from the duty to observe other and more restrictive provisions prohibiting or limiting the stopping, standing, or parking of vehicles or governing the loading and unloading in specified places or at specified times.

4-807 Separability

If any part or parts of this ordinance are held by a court of competent jurisdiction to be invalid, it is the legislative intent of the City Council that such decision shall not affect the validity of the remaining portions of this ordinance.

4-810 Street Schedules

4-811 Parking Prohibited at All Times Upon Following Streets

1. Monroe Street: even numbered side, Main to Lowell Street
2. Union Street: Both sides, Main to Buick Avenue
3. Salem Street: Both sides
- 4.
- 5.
6. Customs Street: odd numbered side from Main Street
7. Calais Avenue: Main Street to Washington Street on the sides of each lane furthest from the center sidewalk strip.
8. Odd numbered side of Academy Street from Calais Avenue to North Street
9. Even numbered side of Church Street from Academy Street to Washington Street

The following named streets formerly designated as locations for parking meters shall hereafter be restricted as to parking by the imposition of a two hour limit and proper signs shall be posted as provided in

Section 4-812

1. Main Street: Southerly side, from River Street to Calais Avenue.
2. Main Street: Northerly side, from Union Street to Triangle Park
3. North Street: From Main Street to Lowell Street
4. North Street: From Main Street to Washington Street.
5. Church Street: From Main Street to the New England Telephone Company property
6. Church Street: From Main Street to the Calais Fire Station.
- 7.
8. North Street: Both sides, from Main Street to Union Street
9. Monroe Street: Southerly side, from Main Street to Lowell Street

4-813 One-Way Streets

Upon the following streets or parts thereof, traffic shall move only in the following direction:

1. Blacksmith Street: North from Main Street to Union Street
2. Monroe Street: South from Main Street to Lowell Street
3. Salem Street: North from Main Street to Municipal Parking Lot Entrance

4-814 Through Streets

1. Main Street
2. North Street

Adopted:

Amended: July 14, 2005; September 22, 2005
April 24, 2008

Repealed: Section 4-758 – Heavy Loads – April 24, 2008



Whispering Pines Services

P.O. Box 131, Calais, ME 04619 • 207-214-6123

Calais City building
11 Church street
Calais, Maine 04619
June 22 2022

R/E Exterior Facia & Soffit rotten boards

Mike, as I discussed with you earlier I discovered excessive amount of rot to rafter tails. Inside corners and outside corners on building. This has created an additional costs to job to be able to secure trim to building. I have reached the halfway point on building work completing the parking lot side and back entrance side of building and are submitting an invoice # 20457 for work performed. I had to rebuild the rafter tails attaching new materials custom made to fit and matching existing profile. I also had to rebuild the 3 outside corners and 1 inside corner having the same issues. As I continue across the front and alley side of building I am finding the same situation and will have to submit a bill when that work is completed. I have attached two pictures for reference to show you what we have found, if you have any questions please let me know.

Thank you

Glenn Connolly
Glenn

FY23 Ambulance Budget Summary

	FY22	FY23		
	As Passed	As Proposed	\$ Change	% Change
Projected Revenues	1,332,412.00	1,421,856.00	89,444.00	6.71%
Payroll - Regular Wages	314,700.00	337,000.00	22,300.00	7.09%
Payroll - Overtime Wages	64,000.00	64,000.00	-	0.00%
Payroll - Part Time	71,500.00	75,000.00	3,500.00	4.90%
Benefits - FICA/UC/WC	60,600.00	68,150.00	7,550.00	12.46%
Benefits - Life/Retirement	42,000.00	44,100.00	2,100.00	5.00%
Benefits - Health/Dental/IP	86,500.00	117,000.00	30,500.00	35.26%
Benefits - Flexible Spending Acct	1,875.00	1,875.00	-	0.00%
FF Wage Reimbursement	30,000.00	30,000.00	-	0.00%
Administrative - Manager	19,015.00	8,700.00	(10,315.00)	-54.25%
Administrative - Finance	7,265.00	19,100.00	11,835.00	162.90%
Admin - PW Mechanic	4,700.00	5,230.00	530.00	11.28%
Dues	1,605.00	1,605.00	-	0.00%
Telephone	1,560.00	1,450.00	(110.00)	-7.05%
Rental Fees	13,625.00	14,525.00	900.00	6.61%
Capital Outlay - Ambulance	30,000.00	30,000.00	-	0.00%
Fuel, Oil & Lube	26,450.00	39,000.00	12,550.00	47.45%
Tires	3,000.00	2,000.00	(1,000.00)	-33.33%
Vehicle Maintenance	12,000.00	12,000.00	-	0.00%
Office Equipment	2,500.00	2,725.00	225.00	9.00%
Ambulance Equipment	20,000.00	15,000.00	(5,000.00)	-25.00%
Radios/Repair	900.00	900.00	-	0.00%
Office Supplies	800.00	800.00	-	0.00%
Janitorial Supplies	500.00	500.00	-	0.00%
Supplies - Oxygen	3,000.00	3,000.00	-	0.00%
Supplies - Pharmacy	3,500.00	2,500.00	(1,000.00)	-28.57%
Supplies - Medical	11,000.00	11,000.00	-	0.00%
Medical Screenings	200.00	200.00	-	0.00%
Drug/Alcohol Testing	620.00	660.00	40.00	6.45%
Licenses & Fees	900.00	900.00	-	0.00%
Travel	800.00	800.00	-	0.00%
Property & Casualty	10,400.00	10,000.00	(400.00)	-3.85%
Postage	300.00	300.00	-	0.00%
Advertising	1,000.00	1,000.00	-	0.00%
Clothing - Uniforms	2,500.00	2,500.00	-	0.00%
Education & Training	7,000.00	7,000.00	-	0.00%
Legal & Audit Fees	2,900.00	2,900.00	-	0.00%
Contract Svcs - Billing	26,500.00	26,500.00	-	0.00%
Contract Svcs - Maint	5,000.00	4,000.00	(1,000.00)	-20.00%
Contract Svcs - Back Up	600.00	600.00	-	0.00%
Contract Svcs - CRH	350.00	1,400.00	1,050.00	300.00%
Loan - Principal	19,800.00	20,110.00	310.00	1.57%
Loan - Interest	690.00	385.00	(305.00)	-44.20%
Contractual Allowance	395,000.00	395,000.00	-	0.00%
Bad Debt	25,000.00	40,000.00	15,000.00	60.00%
Subtotal	1,332,155.00	1,421,415.00	89,260.00	6.70%
Budgeted Net Income/(Loss)	257.00	441.00	184.00	

UNION ST

135'

Tree Line FENCE

BEER / FOOD AREA

TENT WITH
Tables chairs

BAND STAGE

50'

STAFF PARKING

90'

50'

EXIT
ENTRANCE

145'

TOWN HOUSE LOT
BLACK SMITH ST

Black
ST.

to
BARRACKS

Side walk

EXIT
AND
ENTRANCE

Fence

135'

MAIN ST

COUNTY OF WASHINGTON

P.O. Box 297, County Courthouse

Machias, ME 04654

(207) 255-3127

Fax: (207) 255-3313

e-mail: manager@washingtoncountymaine.com

Commissioners:

Christopher M. Gardner, Chairman

John B. Crowley, Sr., Commissioner

Vinton E. Cassidy, Commissioner

County Manager:

Betsy Fitzgerald

Administrative Assistant:

Carla J.R. Manchester

Date: June 27, 2022

To: Town/City Managers & Selectpersons

From: Office of the Washington County Commissioners

Subject: Salt Bids

Washington County is beginning the process of securing bids for the bulk purchase of highway salt for the winter of 2022 / 2023. If you are interested in participating, please complete the bulk purchasing form provided and return it to the County Manager's Office no later than **July 11, 2022**.

If your municipality chooses not to participate in this program, **please return the form with the municipality name and a negative response**. Washington County wants to ensure every Town/City is afforded the opportunity to participate.

Thank You.

Please feel free to call with any questions or concerns.

For the 2021/2022 season, Calais estimated 500 tons
received 493.68 tons

BULK PURCHASING
HIGHWAY SALT

NAME OF MUNICIPALITY: _____

TOWN / MUNICIPALITY ADDRESS: _____

TONS OF SALT REQUIRED: _____

DATE SALT IS TO BE DELIVERED: _____

SALT DELIVERY LOCATION: _____

TELEPHONE NUMBER AND NAME OF CONTACT
PERSON: _____

EMAIL ADDRESS: _____

Manager/Selectmen: _____

Please return to: Washington County Commissioners Office
ATTN: Carla Manchester
P. O. Box 297
Machias, ME 04654
clerk@washingtoncountymaine.com
fax: 207-255-3313

Deadline: July 11, 2022

JUNE - 2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	Primary Election 21	22	City Council 23	24	25
Happy Father's Day 26	Juneteenth 27	28	29	30		
	Budget Workshop			City Council		