

**Calais City Council – Calais City Building
January 26, 2023 - Call to Order – 6:00 pm
Pledge of Allegiance – Moment of Silence**

Mayor: *Arthur Mingo*

Councilors:

Elery Beale

Mark Carr

James Macdonald

Kevin Niles

Marcia Rogers

Michael Sherrard

1. Consent Agenda

- A. *Previous Minutes (pages 2-5)*
- B. *Treasurer's Warrants City through January 25, 2023* §
- C. *Treasurer's Warrants School through January 25, 2023* §
- D. *Treasurer's Warrant Water through January 25, 2023* §

2. Old Business

- A. *City Manager's Report*
- B. *Follow Ups (pages 6-7)*
- C. *Committee Reports*
 - 1. *Finance Committee- Sherrard*
 - 2. *Property Committee- Carr*
 - 3. *Public Safety Committee- Macdonald*
 - 4. *Public Works Committee- Carr*
 - 5. *School Liaison Committee- Rogers*
 - 6. *Economic/Community Development Committee- Sherrard*
- D. *Healthy Acadia Presentation*
- E. *Nashs Lake Fish Passage*

3. Opportunity for Public Input on New Business Agenda Items

4. New Business

- A. *Girls Locker Room at Rec Center*
- B. *Water Write-Offs (page8)*
- C. *Scheduling of February Council Meeting*

Executive Session

- A. *Purchase or Sale of City Property pursuant to MRSA Title 1, §405(6)(c)*
- B. *Union Negotiations pursuant to MRSA Title 1, §405(6)(d)*

CALAIS CITY COUNCIL
January 12, 2023

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 Mingo presiding over Councilors, Sherrard, Rogers, Beale, Carr, and Macdonald.

On a motion by Councilor Sherrard and a second by Councilor Carr it was unanimously voted to approve the following consent agenda:

- A. *Previous Minutes*
- B. *Approval of Monthly Departmental Reports*
- C. *Approval of Chase Fund for January \$200*
- D. *Treasurer's Warrants City through January 11, 2023*
\$ 781,579.22
- E. *Treasurer's Warrants School through January 11, 2023*
\$ 1,010,642.68
- F. *Treasurer's Warrants Water through January 11, 2023*
\$ 164,852.02
- G. *Voluntary Road Tolls 2023*
- H. *Liquor License Renewal-St. Croix Bowling Club*

The mayor then called for a public hearing regarding an amendment to the city's Park Use Ordinance. After there was no comment from the public, a motion was made by Councilor Rogers to approve the amendment. Councilor Macdonald seconded. The motion passed with all in favor.

The City Manager then gave his report. The only matter discussed was his request for the scheduling of an Economic Development Committee meeting. A meeting was scheduled for 1/26/2023 at 5:30 pm.

No updates were given on follow up items.

No committee updates were given.

Old Business

The first item considered under old business was a request by the City Clerk to be granted permission to send a 30-day redemption

Attendance

Consent Agenda

Public Hearing-Park Use
Ordinance Amendment

City Manager's Report

Follow Ups

Committee Updates

30-Day Property Redemption
Letter

letter to property owners who had a sewer or tax lien foreclose on December 30, 2022. A motion was made by Councilor Rogers to grant such permission. The motion was seconded by Councilor Beale. The motion carried with all in favor.

The next item of discussion was Nashs Lake Fish Passage. This item was tabled and moved to the next scheduled meeting on 1/26/2023.

Fire Chief Lee then put forth the name of Jessica Slaughter to fill the vacant fire officer position. A motion was made by Councilor Carr to hire her for the position. Councilor Beale seconded the motion. All were in favor.

Discussion was then held regarding upgrading the audio/video conferencing system in the council chambers. No motion was made.

The next item of business was discussion of phase two of the city's IT infrastructure upgrades. After discussion, a motion was made by Councilor Carr and seconded by Councilor Sherrard to go out to bids for these upgrades.

New Business

The council then moved on to new business. The first item discussed was a request for a sewer abatement by Fundy Contractors in the amount of 321.78. The abatement was requested due to a water heater leak that did not enter the sewer system. A motion was made to grant the abatement by Councilor Carr. The motion was seconded by Councilor Macdonald. All were in favor.

Discussion was then held on the topic of flavored tobacco products. Brief introductions were given by Georgie Kendall from Healthy Acadia. Local parent Kristy Surles then shared her family's experience with use of these products by teens. No motions were made.

An update was given by Economic Development Director Laurel Perkins on her efforts in the Calais and Baileyville areas.

Nashs Lake Fish Passage

Fire Officer Position

Council Chambers
Audio/Video Upgrade

Phase Two City IT
Infrastructure

Sewer Abatement

Flavored Tobacco Products

Economic Development
Update

The next item of discussion was the rental of upstairs office space in the Calais City Building. City Manager Ellis shared that there was interest by organizations in utilizing unused office space formerly used by the Washington County Council of Governments. No motion was made but the council expressed their support for renting out the space giving City Manager Ellis permission to discuss the matter further with interested parties.

Rental of City Building Office Space

Fire Chief Lee then put forth the name of Sarah Morad to fill the position of EMT/Paramedic. Councilor Carr made a motion to approve the hiring. Councilor Sherrard seconded. The motion carried with all in favor.

EMT/Paramedic Position

Next, Public Works Director Seelye put forth the name of Jonathan Erb to fill the position of driver/operator. Councilor Carr made a motion to approve the hiring. Councilor Sherrard seconded. The motion carried with all in favor.

Public Works
Driver/Operator Position

The next item of business was discussion of an update to the City of Calais Emergency Action Plan. City Manager Ellis explained that the updating was needed to reflect changes in personnel and phone numbers. A motion was made by Councilor Sherrard to approve the update. The motion was seconded by Councilor Macdonald. All were in favor.

Emergency Action Plan Update

The last item of new business was the acceptance of the annual Forestry Grant. The amount of grant funds was \$2356.50. A motion to accept was made by Councilor Sherrard and seconded by Councilor Carr. All were in favor.

Annual Forestry Grant

Other Items Discussed

Other topics discussed with no action taken included:

- Concern over menthol cigarettes being included in any potential flavored tobacco ban
- Update on renovations at the former St. Croix Apartments on Main St.
- Mechanic position split between school and the city.
- Lighting on Main St in the area of the movie theater
- Progress on pier replacement


Roundtable

At this time, pursuant to MRSA Title 1, §405 (6)(c), a motion was made to enter executive session for a discussion on the purchase/sale of city property. The motion was made by Councilor

Executive Session

Sherrard and seconded by Councilor Macdonald. The motion carried with all in favor. The council entered executive session at 7:13 pm.

The council returned from executive session at 7:30pm. There being no further business to come before the City Council at this time, it was moved by Councilor Macdonald, seconded by Councilor Carr, and unanimously voted to adjourn this meeting at 7:30 p.m.

ATTEST: 
Brad D. Phillips, Deputy Clerk

Adjournment

FOLLOW UP ITEM	STATUS	UPDATED STATUS
American Unagi/Indian Township Aquaculture Project 5/1/21	Site testing at Industrial Park resulted in insufficient water supply to meet project minimum requirements	No update to report. IT Real Estate LLC just received another 300k in project grant funding. ITR is currently conducting water test drilling on three separate privately owned sites in Calais.
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, and also more recently use funds to cover the projected water rate increase. (\$28,000.00 gap)
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.	MDOT has established 3 of the 6 requested advisory councils. The Calais Branch is request #6 and is slated for review into the new year.
Calais Waterfront Improvements 9/23/21	Boat ramp repaired by PW, site clearing, and sweepings layed down for a base to create greenspace/picnic area next to snowdump area behind the bowling club. Continue to receive waterfront pier reconstruction costs.	Boat ramp has been paved, and the area next to the snow dump has been cleared and prepared for Spring grass planting. Currently working with MDOT on funding options to include the waterfront pier improvements. Olver recently hired Eric Calderwood as the new structural engineer.
City IT upgrades 1/10/23	Phase II and improved Audio/Visual for Council Chambers	Refocus Data provided cost estimates for council chambers improvements and Phase II IT upgrades. Council voted to go out to bid for this work.
Main Street Sewer/Water Project 5/1/21	Project 50% complete.	Construction is finished for the season. Milling and re-paving of temporary trench paving and second half of project to commence asap in Spring 2023 depending on the weather.

FOLLOW UP ITEM	STATUS	UPDATED STATUS
Nashs Lake Fish Passage 11/1/23	Sipiyak Environmental seeking city support to investigate introducing Alewives fish species in to Nash's Lake.	Updated 1/24/23 Council tabled issue for further investigation and info. Scheduled Q&A with State Fisheries Biologist for 1/26 council meeting.
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.	Updated 1/24/2023 PW Heating upgrade is complete. Construction continues for approved FD bathroom upgrade in former jail area of PD, and temporary repairs have been done on FD hose tower at the Public Safety Building.
Security Cameras/Lighting	Council approved gathering quotes for security cameras and lighting at the DiCenzo Athletic Complex	Updated 1/24/23 Seeking grant funding for a city-wide camera system.
St. Croix #1 Firehouse- 6/1/22	St Croix #1 Firehouse Association 501 (3c) is in the filing process of dissolving the non-profit.	Updated 1/24/23 Interior repairs to truck bay floor and ADA accessible rear entrance scheduled for Dec. The roof to St. Croix #1 has been replaced. PW scheduled to begin interior work in February.
Union St. Playground- 4/1/22	DE Community Partners donated playground equipment to be installed at Union St. Playground.	No update to report. The PW and Rec Depts have removed the playground equipment at the Union St. Park. Plans to re-assemble donated equipment in 2023 Spring.

Recommended Water Write Off 1/26/23

Acct #	Name	Amount	Notes	Reccomendation
4250	McPhail, Wynter	172.26	No response to demands for payment.	Write off and send to collections
4254	Sabattus, Meagan	114.84	No response to demands for payment.	Write off and send to collections
4258	Repper, Ina	57.42	Deceased	Write off
4249	Spencer, Marie	248.54	No response to demands for payment.	Write off and send to collections
4252	Clark, Katie	85.86	No response to demands for payment.	Write off and send to collections
4259	Knowlton, Amanda	57.42	No response to demands for payment.	Write off and send to collections
4256	Beek, Kevin	114.84	No response to demands for payment.	Write off and send to collections
4260	Farquharson, Derek	57.42	No response to demands for payment.	Write off and send to collections

JANUARY - 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 New Year's Day	2 Municipal Offices Closed (New Year's Day Observed)	3	4	5	6	7
8	9	10	11	12 Council Meeting 6 PM	13	14
15	16 Martin Luther King Jr. Day Municipal Offices Closed	17	18	19	20	21
22	23	24	25	26 Economic Development Committee meeting 5:30 PM Council Meeting 6 PM	27	28
29	30	31				