

CALAIS CITY COUNCIL
DECEMBER 9, 2021

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

Present were Councilors Quinn, Sherrard, Rogers, Beale, Carr, and Macdonald.

The City Clerk opened the meeting, asking for nominations for Mayor Pro Tempore. It was moved by Councilor Carr and seconded by Councilor Quinn, to appoint Councilor Michael Sherrard as Mayor Pro Tempore. All in favor.

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

- A. *Previous Minutes*
- B. *Monthly Departmental Reports*
- C. *Treasurer's Warrants City through December 9, 2021*
\$267,693.42
- D. *Treasurer's Warrants School through December 9, 2021*
\$780,470.84
- E. *Treasurer's Warrant Water through December 9, 2021*
\$ 25,851.06
- F. *Chase Fund for December - \$450.00*
- G. *Victualer's License – St Croix Bowling Club & Karen's Korner Pub*
- H. *Liquor License Renewal - Karen's Korner Pub*

The Mayor Pro Tempore opened the Public Hearing on a proposed zone change on the Map 2, Block 2, Lot 8. This proposed change is from C1 to R2. There being no public concern voiced, it was moved by Councilor Carr and seconded by Councilor Macdonald to approve this zone change. Voting in favor of this motion were Councilors Roger, Beale, Carr, Macdonald, and Mayor Pro Tempore Sherrard. Councilor Quinn was opposed. Motion Carried.

The Mayor Pro Tempore then opened a Public Hearing to consider the following amendment to the Land Use Codes:

2.1 Administrative Appeals (Zoning Ordinance, Floodplain Management Ordinance, Shoreland Zoning Ordinance, Business District Revitalization Ordinance):

Attendance

Mayor Tempore

Consent Agenda

Public Hearing – Zone
Change

Amendment – Land Use
codes

The Board of Appeals may, upon application of an aggrieved party, after a hearing, affirm, modify, or set aside a decision, order, rule or failure to act by the Code Enforcement Officer, Building Inspector, Plumbing Inspector, or the Planning Board in the administration of Chapter 5 (Zoning Ordinance), Chapter 7 (Floodplain Management Ordinance), Chapter 8 (Shoreland Zoning Ordinance), and Chapter 9 (Business District Revitalization Ordinance) of this Land Use Code. This section shall not apply to Chapter 6 (Subdivision Ordinance) or Chapter 11 (Building Code).

- A. All enforcement actions taken by the Code Enforcement Officer pursuant to Chapter 4, Enforcement, including stop orders and consent agreements, and Chapter 14, Building and Property Maintenance Ordinance, may be appealed by an aggrieved party only to the Superior Court pursuant to Rule 80.B of the Maine Rules of Civil Procedure.

Chapter 14 – Building and Property Maintenance Ordinance

SECTION 6. ENFORCEMENT: The Code Enforcement Officer of the City of Calais shall enforce the provisions of this ordinance. In the event of a violation, the Code Enforcement Officer shall notify the property owner or mortgagee, serving a written notice by certified mail or by hand deliver. Said notice shall explain the nature of the violation and allow no more than 30 days from the date of the receipt of the notice to correct the violation. If the violation is not corrected within the required time allowed, the property owner or mortgagee shall be subject to penalties as set forth in section 6. All enforcement actions taken by the Code Enforcement Officer pursuant to the Building and Property Maintenance Ordinance may be appealed by an aggrieved party only to the Superior Court pursuant to Rule 80.B of the Maine Rules of Civil Procedure.

There being no public concern voiced, it was moved by Councilor Rogers, seconded by Councilor Quinn, and unanimously voted to approve this proposed amendment.

The Mayor Pro Tempore then opened a Public Hearing on a Special Amusement Permit for The St Croix Bowling Club. There being no public concern voiced, it was moved by Councilor Macdonald, seconded by Councilor Carr, and unanimously voted to approve this permit.

The City Manager then gave his report on the following:
--Thanks to Calais Lioness Club for sponsoring their Annual Christmas Parade.

Public Hearing – Special
Amusement Permit – St Croix
Bowling Club

City Manager Report

--Library participation in the Festival of Trees
--Free Dump Days on Sunday, December 26th and Sunday, January 2nd.

The Following Council Committee reports were submitted:

1. **Finance Committee** – met prior to Council meeting to discuss ARPA Funds and Loan Board.
2. **Property Committee** – No report
3. **Public Safety Committee** – No report
4. **Public Works Committee** – scheduled a meeting for January 13th at 5:30 p.m.
5. **School Liaison Committee** – Met to discuss Busing and Elementary School Addition
6. **Economic/Community Development Committee** – No report

On a motion by Councilor Rogers and a second by Councilor Quinn, it was unanimously voted to Write off and send to collections the following Revolving Loans:

Ralph's Salon/Ralph Mercier	\$8,458.86
Julianna's/Julianna Mahan	\$9,407.53

The City Clerk presented the Council with the following bid received on the sale of the 2013 Chev Tahoe:

Jay Preston	
Dennysville, ME	\$4005.00

It was moved by Councilor Carr, seconded by Councilor Quinn, and unanimously voted to accept this bid.

The next agenda item was a request from the Superintendent of Schools for the City to help the School Department with their shortfall of funds for the purchase of buses. Following a lengthy discussion, it was moved by Councilor Carr, seconded by Councilor Macdonald, and unanimously voted to assist by continuing to pay monthly the budgeted payments currently being made, until the shortfall is satisfied.

Following discussion on the proposed addition to the Elementary School, it was moved by Councilor Rogers, seconded by Councilor Beale, and unanimously voted to support the school

Committee Reports

Write-off Loans

Sale of 2013 Chev Tahoe

School Buses

Elementary School Addition

department by giving the City's approval to move forward with this project.

Annaleis Hafford of Olver Associates presented the following Water Department budget to the City Council for their consideration.

INSERT 2022 WATER DEPARTMENT BUDGET

On a motion by Councilor Rogers, and a second by Councilor Beale, it was unanimously voted to approve the proposed budget.

Annaleis Hafford then presented the Council with the bids received on the Main Street Utility Upgrades Project:

CONTRACTOR	BID AMOUNT
Gordon Contracting Sangerville, ME	\$5,367,065.00
DeFelice Corporation Dracut, MA	\$5,95,005.00
Donovan Construction Crawford, ME	\$6,063,400.00
Sargent Corporation Stillwater, ME	\$6,121,175.00

Following a brief discussion on ways to fund the budget shortfall on this project, with the help of DEP and the DWP, it was moved by Councilor Carr, seconded by Councilor Quinn, and unanimously voted to earmark ARPA funds in the amount of \$158,270.00 to help with the Water portion of the project.

It was then moved by Councilor Rogers, seconded by Councilor Macdonald, and unanimously voted to award this bid to Gordon Contracting in the amount of \$5,367,065.00, contingent upon DEP and DWP approval.

On a motion by Councilor Rogers and a second by Councilor Beale, it was unanimously voted to adopt the amended Emergency Operations Plan for the City of Calais.

Water Dept Budget

Main Street Utility Upgrades
Project

ARPA Funds Allocation

Award of Bid – Gordon
Contracting

Emergency Operations Plan

On a motion by Councilor Carr and a second by Councilor Quinn, it was unanimously voted to authorize the City Manager to solicit RFPs for IT Services for the City Administration.

It was moved by Councilor Carr, seconded by Councilor Macdonald, and unanimously voted to confirm the City Manager's appointment of Fulltime Police Officer Maxwell Bollous.

On a motion by Councilor Rogers and a second by Councilor Beale, it was unanimously voted to confirm the City Manager's appointment of Gregory Williams as Fulltime Deputy Tax Collector/Office Assistant.

It was moved by Councilor Rogers, seconded by Councilor Quinn, and unanimously voted to authorize the Code enforcement Officer to issue violation letter to Daniel Moses for his Illegal business and junk yard located at 40 Price Street.

It was moved by Councilor Rogers, seconded by Councilor Carr, and unanimously voted to authorize the Code Enforcement Officer to begin the dangerous building process on the house located at 97 Downes Steet.

On a motion by Councilor Carr and a second by Councilor Quinn, it was unanimously voted to accept the gift of playground Equipment for the Recreation Department from Downeast Community Partners.

It was moved by Councilor Rogers, seconded by Councilor Quinn, and unanimously voted to appoint Andrea Walton as the Licensed Plumbing Inspector for the City of Calais.

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

- Christmas Lights looking nice
- good turnout for Christmas parade
- Possible Bonuses for Employees with ARPA funds
- New Scoreboards for Athletic Complex
- thanks to Fire & Public Works Dept for help policing the parade
- Merry Christmas & Happy New Year

It was moved by Councilor Quinn, seconded by Councilor Beale, and unanimously voted to retire into Executive Session to discuss the possible sale of land at Industrial Park at 7:29 p.m.

IT RFP

Police Officer

Office Assistant

Code Violations – Moses

Dangerous Building

Playground Equipment
Donation

Andrea Walton – Plumbing
Inspector

Other Items

Executive Session

Open Session resumed at 7:42 pm

There being no further business to come before the City Council at this time, it was moved by Councilor Rogers, seconded by Councilor Beale, and unanimously voted to adjourn this meeting at 7:42 p.m.

ATTEST:  _____
Theresa M Porter, City Clerk