

TOWN OF WINSLOW, MAINE
TOWN COUNCIL MINUTES
Monday, March 9, 2020

AT 7:01 P.M. - REGULAR COUNCIL MEETING CALLED TO ORDER

1. Roll Call

Attendance was taken with the following Town Councilors present: Jeff West, Steve Russell, Ray Caron, Lee Trahan, Jerry Quirion & Ben Twitchell. Councilor Patricia Ayer had not arrived yet.

Also present: Town Manager Michael Heavener, Town Clerk Lisa Gilliam, Parks & Recreation Director Amanda McCaslin, Public Works Director Paul Fongemie, School Superintendent Peter Thiboutot, along with several Winslow residents.

2. Recite the Pledge of Allegiance

3. Approval of Minutes of Previous Meetings:

- February 10, 2020

Motion by Mr. Twitchell to approve the Council Meeting minutes from February 10, 2020; motion seconded by Mr. Quirion.

Motion carried by unanimous vote 6-0.

4. Communications

- Board & Committee Appointments
Kennebec Regional Development Authority:
Howard Mette & Jerry Quirion (2 Year Terms) & Appoint 1 Alternate

Motion by Mr. West to appoint Howard Mette & Jerry Quirion as Members and to appoint Lee Trahan as the Alternate Member; motion seconded by Mr. Russell.

Motion carried by unanimous vote 6-0.

5. Reports of Committees and Commission

- a. Town Manager's Report

REQUEST TO TRANSFER FUNDS

In the Council Packet is Resolution No. 9- 2020 which if approved will authorize me to transfer funds totaling \$336,590.

With the sale of a portion of our Industrial Building we have \$1,646,568 of available funds in our Sale of Town Property account. I would like to utilize \$336,590 of those available funds as follows:

- Street Lights Capital Acct= \$183,359
- Street & Roads Capital Acct= \$53,231
- Reserve Sick Leave Acct = \$100,000

The funding request for our Street Lights.

Capital Acct is the projected cost of our street lighting upgrade to LED streetlights. The funding request for the Street & Roads Capital Acct will restore that account to \$0. It is

currently negative \$53,231. The Reserve Sick Leave Acct is currently negative \$51,909.82. The requested \$100,000 will take care of the deficit and the remaining funds will help cover this year's expected expenses.

HOMETOWN HERO BANNER PROGRAM

Our Parks & Rec Director, Amanda McCaslin, has developed a Military Hometown Hero Banner Program to help the town honor our local veterans and those currently serving in the Armed Forces.

I have prepared Resolution No. 10-2020 that calls for the adoption of the Hometown Hero Banner Program as written by the Parks & Rec Director.

SPIRIT OF AMERICA AWARD

I have added the Spirit of America Award as a discussion item for Monday's Council meeting. I would like the Council to choose someone for the award so it can be presented to the individual at April's Council meeting.

PROPERTY TAX FORECLOSURES

On February 18th we foreclosed on 8 properties for unpaid property taxes. I will be sending the previous owners a letter informing them they will be given 90 days to buy their property back by paying all outstanding fees and property taxes, plus the coming year property taxes.

- b. Department Reports
- c. Finance Committee Report (Treasurer's Warrants)
- d. Financial Report

Motion by Mr. Twitchell to approve the reports as presented; motion seconded by Mr. Quirion.

Motion carried by unanimous vote 6-0.

TABLED BUSINESS

Tabled at August 12, 2019 Council Meeting

- 1. Resolution No. 25-2019: Providing for: Authorization for the Town Manager to accept the attached proposal/letter of agreement from Dirigo Engineering to design a drainage system for property on the Cushman Road at a cost of \$14,000.

Councilor Patricia Ayer arrived.

OLD BUSINESS

- 2. Order No. 2-2020: Providing for: Authorization for the Town Manager to sign the attached Exclusive Right to Sell Listing Agreement with Coldwell Banker Plourde Real Estate.

Motion by Mr. Twitchell to approve Order No. 2-2020; motion seconded by Mr. Quirion.

Roll Call:

Y Jeff West
Y Steve Russell
Y Patricia West
Y Lee Trahan
Y Jerry Quirion
Y Ben Twitchell
Y Ray Caron

Motion carried by unanimous vote 7-0.

NEW BUSINESS

3. Ordinance No. 1-2020:

Providing for: An Amendment to Chapter 14, Article VI, General Performance Standards, by adding number (9) and the language to Section 14-62 C.

Motion by Mr. Russell to approve Ordinance No. 1-2020; motion seconded by Mr. Twitchell.

Roll Call:

Y Jeff West
Y Steve Russell
Y Patricia West
Y Lee Trahan
Y Jerry Quirion
Y Ben Twitchell
Y Ray Caron

Motion carried by unanimous vote 7-0.

4. Resolution No. 8-2020:

Providing for: Authorization for the Town Manager to sign a Construction Over limit Permit Agreement with the Maine Department of Transportation.

Motion by Ms. Ayer to approve Resolution No. 8-2020; motion seconded by Mr. Russell.

Motion carried by unanimous vote 7-0.

5. Resolution No. 9-2020:

Providing for: Authorization for the Town Manager to Transfer \$336,590 from the "Sale of Town Property" Revenue Account to Various Expense Accounts.

Motion by Mr. West to approve Resolution No. 9-2020; motion seconded by Ms. Ayer.

Motion carried by unanimous vote 7-0.

6. Resolution No. 10-2020: Providing for: The Approval and Adoption of the attached Policy and Guidelines for the Military Hometown Hero Banner Program.

Parks & Recreation Director Amanda McCaslin spoke about the project and how it will honor Winslow's Military Veterans.

Motion by Mr. Russell to approve Resolution No. 10-2020; motion seconded by Ms. Ayer.

Motion carried by unanimous vote 7-0.

7. Resolution No. 11-2020: Providing for: Application for a Restaurant (Class I, II, III, IV) Liquor License (Renewal) by Lucky Panda Inc. d/b/a Lucky Panda, 3 Cushman Road, Unit #2.

Motion by Mr. Russell to approve Resolution No. 11-2020; motion seconded by Ms. Ayer.

Motion carried by unanimous vote 7-0.

PUBLIC COMMENT

There was no public comment.

DISCUSSION ITEMS

“Spirit of America Award Nomination”

Manager Heavener asked if the Council had any suggestions for who should be honored with the Spirit of America Award? A brief discussion followed and the Council agreed that Ed Small should receive the honor. Mr. Small has served on the Winslow Fire Department for 52 years.

The next discussion focused on street/road conditions in Winslow. Mr. Fongemie, who is the Director of Public Works, said the list of roads that will require work will be prepared once the budget for this expense is determined, which should occur over the next few weeks.

Next, Mr. Quirion asked for an update on the coronavirus and what measures the Town of Winslow will take to protect the community. Mr. Heavener said the town will use the MMA Website and CDC as a resource for proactive measures that should be taken, he said he would also be meeting with Department Heads to make sure that steps are being taken to protect Town employees as well as the residents of Winslow. Mr. Heavener said he would keep the Council updated on this issue.

School Superintendent Peter Thiboutot also spoke about the affect this virus could have on the public schools and that they would follow the CDC recommendations as well. Mr. Thiboutot said he would also keep the Council informed on this matter.

ADJOURNMENT

Motion by Ms. Ayer to adjourn the meeting; motion seconded by Mr. Twitchell.

Motion carried by unanimous vote 7-0.

Meeting adjourned at 7:40 p.m.

Respectfully submitted by,
Lisa J. Gilliam
Town Clerk