

**TOWN OF WINSLOW, MAINE**  
**TOWN COUNCIL MINUTES**  
*Monday, April 13, 2020 – Meeting Postponed Due to Weather*  
**Meeting Held Via Zoom on Monday, April 20, 2020 at 7:00 pm**

AT 7:09 P.M. - REGULAR COUNCIL MEETING CALLED TO ORDER

**1. Roll Call:**

Attendance was taken with the following Town Councilors present: Jeff West, Steve Russell, Patricia Ayer, Lee Trahan, Jerry Quirion, Ben Twitchell & Ray Caron.

Winslow Department Heads Present: Assessor Judy Mathiau, Parks & Recreation Director Amanda McCaslin, Police Chief Shawn O’Leary, Fire Chief Ronnie Rodriguez, Code Enforcement Officer Adam Bradstreet, Public Works Director Paul Fongemie and Winslow School Superintendent Peter Thiboutot.

**2. Recite the Pledge of Allegiance:**

Council Chairman Ray Caron recited the pledge of allegiance.

**3. Approval of Minutes of Previous Meetings:**

- March 9, 2020

Motion by Mr. Quirion to approve the minutes from the March 9, 2020 Town Council Meeting; motion seconded by Mr. Caron.

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. Communications**

- Board & Committee Appointments  
  Local Health Officer – Jeff Reny

Motion by Mr. Quirion to appoint Jeff Reny as the Local Health Officer; motion seconded by Mr. Caron.

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.

5. Reports of Committees and Commission
  - a. Town Manager's Report
  - b. Department Reports
  - c. Finance Committee Report (Treasurer's Warrants)
  - d. Financial Report

Each of the Winslow Department Heads who were present briefly spoke about the changes they had made to continue services to the public during the pandemic.

Motion by Mr. Quirion to approve the Department Reports; 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.

A roll call vote was taken by the members of the Finance Committee to approve the Treasurer's Warrant:

Roll Call:           Y Steve Russell  
                           Y Patricia West  
                           Y Jerry Quirion  
                           Y Ben Twitchell  
                           Y Ray Caron

Motion carried by unanimous vote 5-0.

**TABLED BUSINESS**

1. Resolution No. 25-2019:           ***Tabled at August 12, 2019 Council Meeting:***  
   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.

No action taken on Resolution No. 25-2019.

2. Order No. 6-2020:               ***Tabled at the April 9, 2020 Special Council Meeting***  
   Providing for: Authorization for the Town Manager to purchase two used Ambulances and associated Equipment at a total cost of \$204,400.

Motion by Mr. Russell to take Order No. 6-2020 off the table and open the discussion; motion seconded by Ms. Ayer.

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.

Motion by Mr. West to amend Order No. 6-2020 to read as: Authorize the Town Manager to purchase one used ambulance and associated equipment to include a stretcher and a stair chair; motion seconded by Ms. Ayer. Discussion followed.

Mr. West said by limiting the purchase to one ambulance it would lessen the burden on the taxpayers. Mr. Russell agreed and said it would be a reasonable alternative to start an ambulance service in town. Mr. Caron stated his concern of there being no back-up if the one ambulance was out of service. Fire Chief Rodrigues said the dealership would provide a back-up vehicle if it were ever needed. Discussion continued.

Mutual aid from neighboring towns was also discussed by Mr. Quirion who was concerned there may not be coverage in Winslow if mutual aid were ever needed. Fire Chief Rodrigues said the City of Waterville and the Town of Clinton had agreed to mutual aid if the Town of Winslow were ever in need.

Mr. Quirion questioned if the two ambulances had been inspected to make sure they were in good condition prior to them being purchased; Fire Chief Rodrigues confirmed both ambulances had been inspected and were in very good condition.

Motion by Mr. Quirion to amend the motion to include an inspection of the vehicle; motion seconded by Mr. Twitchell. Police Chief O'Leary said the dealer selling the ambulance would be required by law have to a valid inspection sticker on the vehicle.

The Council voted on the amendment to the motion made by Mr. West which would change Order No. 6-2020 to one ambulance plus equipment not to exceed \$85,000.

Roll Call:        Y Jeff West  
                      Y Steve Russell  
                      Y Patricia West  
                      Y Lee Trahan  
                      Y Jerry Quirion  
                      N Ben Twitchell  
                      N Ray Caron

Motion carried by a vote of 5-2

The Council voted on the amendment to the motion made by Mr. Quirion which would include the ambulance pass inspection.

Roll Call:        Y Jeff West  
                      N Steve Russell  
                      Y Patricia West  
                      N Lee Trahan  
                      Y Jerry Quirion  
                      Y Ben Twitchell  
                      Y Ray Caron

Motion carried by a vote of 5-2.

The Council then voted on the first reading of Order No. 6-2020 to Authorize the Town Manager to purchase one used ambulance, with associated equipment and the vehicle having a valid inspection sticker, total cost of purchase not to exceed \$85,000.

Roll Call:        Y Jeff West  
                     Y Steve Russell  
                     Y Patricia West  
                     Y Lee Trahan  
                     Y Jerry Quirion  
                     Y Ben Twitchell  
                     N Ray Caron

Motion carried by a vote of 6-1.

### **OLD 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. Quirion to table 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 to table carried by unanimous vote 7-0.

### **NEW BUSINESS**

4. Ordinance No. 2-2020:

Providing for: An Amendment to Ordinance No. 8-2016 Personnel Rules and Regulations for Town Employees by replacing Appendix C with the attached Appendix C.

Mr. Heavener said this would be an update necessary to meet state laws.

Motion by Mr. Quirion to approve Ordinance No. 2-2020; motion seconded by Mr. Caron.

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.

5. Order No. 3-2020:

Providing for: Approval of the Town of Winslow 2020-2021 Fiscal Budget Series in the Amount of \$25,958,881.00 and to Establish a Tax Due Date and Interest Rate on Taxes Remaining Unpaid.

Mr. Heavener gave a brief review of the municipal budget and Mr. Thiboutot reviewed the school portion of the budget.

Motion by Mr. Quirion to approve the first reading of Order No. 3-2020; 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.

6. Order No. 4-2020:

Providing for: Authorization for the Town Manager to proceed with the Proposed upgrades to the Chaffee Brook Pump Station totaling five million dollars (\$5,000,000).

Motion by Mr. Quirion to approve Order No. 4-2020; motion seconded by Mr. Twitchell. Discussion followed.

Public Works Director Paul Fongemie gave a summary of the project.

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.

7. Order No. 5-2020:

Providing for: An Amendment to Order No. 19-2019 by Increasing the Engineering Cost by \$70,998 to \$175,000.

Motion by Mr. Quirion to approve Order No. 5-2020; motion seconded by Mr. West.

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.



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.

12. Resolution No. 14-2020:

Providing for: The Approval of the MMA Worker’s Compensation Safety Incentive Program.

Motion by Mr. Quirion to approve Resolution No. 14-2020; seconded by Mr. West.

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.

13. Resolution No. 15-2020:

Providing for: Authorization for the Town Manager to Transfer \$355,917 from the “Sale of Town Property” Revenue Account to Various Expense Accounts.

Motion by Mr. Quirion to approve Resolution No. 15-2020; motion seconded by Mr. West.

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.

14. Resolution No. 16-2020:

Providing for: The Acceptance of Forfeiture Assets Obtained by the Kennebec County District Attorney’s Office.

Motion by Mr. Quirion to approve Resolution No. 16-2020; motion seconded by Ms. West.

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.

**PUBLIC COMMENT**

None

**DISCUSSION ITEMS**

Ms. West had been streaming the meeting live on Facebook and gave the following statistics:

- 16 Currently Viewing
- 40 Most Views at One Time
- 165 Comments Overall
- 130 Comments Concerning the Ambulance Purchase

Mr. Heavener informed the public they can continue to provide public comment by email at [townofwinslow@winslow-me.org](mailto:townofwinslow@winslow-me.org), he also stated that all of the comments on Facebook and Vimeo would be provided to the Town Council.

Mr. Quirion asked for the status on the instillation of LED streetlights. Mr. Heavener said the project would begin within the week.

**ADJOURNMENT**

Motion by Mr. Quirion to adjourn the meeting; 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.

Meeting adjourned at 9:10 p.m.

Respectfully submitted by,  
Lisa J. Gilliam, Town Clerk