

**TOWN OF WINSLOW, MAINE  
TOWN COUNCIL MINUTES  
Monday, June 8, 2020 at 7:00 pm  
Meeting was held in the Parks & Recreation Building  
114 Benton Avenue, Winslow, Maine**

**AT 7:00 P.M. – PUBLIC HEARING**

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.

Ordinance No. 3-2020: Providing for: The repeal of Chapter 6, Floodplain Management (Ord. 3-1987/Revise Ord. 3-2001) and replacing it with the attached Chapter 6 Floodplain Management.

Ray Caron opened the Public Hearing for discussion on Ordinance N. 1-2020 and Ordinance No. 3-2020; with no comment from the public, Mr. Caron closed the Public Hearing.

**REGULAR COUNCIL MEETING**

**1. Roll Call**

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

Also present were: Town Manager Mike Heavener, Town Clerk Lisa Gilliam, Fire Chief Ronnie Rodriguez with several members of the Winslow Fire Department. Public Works Director Paul Fongemie and Peter Thiboutot were present via Zoom.

**2. Recite the Pledge of Allegiance**

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

- May 11, 2020

Motion by Mr. Quirion to approve the minutes dated May 11, 2020; 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.

**4. Communications**

- Board/Committee Appointment – KSTD Board of Trustees: Robert Nadeau

Motion by Mr. Quirion to approve Robert Nadeau as a KSTD Board Trustee; 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.

**5. Reports of Committees and Commission**

a. Town Manager's Report

**MAPLE RIDGE ROAD PROPERTY**

As you may recall, the Town owns a 100-acre parcel of land on the Maple Ridge Road due to a property tax foreclosure. Local farmer Elwood Stevens has been using the land to grow corn and hay for his dairy cows. He would like to buy the property but cannot pay the market value for the land.

The Town's Agricultural Commission reached out to the Maine Farmland Trust (MFT) to see if they would help Mr. Stevens buy the property. Recently, the Maine Farmland Trust Board voted to help Mr. Stevens and his wife buy the property.

In the Council packet is Order No. 11-2020 which will authorize me to develop a purchase and sale agreement to sell the foreclosed parcel to Mr. Stevens and his wife for \$70,000. The parcel will then become a Forever Farm.

**MUTUAL AID AGREEMENT WITH DELTA**

I have developed an EMS mutual aid agreement with Delta Ambulance. The Executive Director of Delta, Timothy Beals, is presenting the agreement to his Board.

In the Council Packet is Resolution No. 23- 2020 which if approved will authorize me to sign the EMS mutual aid agreement with Delta.

**LED STREETLIGHT UPDATE**

The installation of LED streetlights has been completed. If you receive a complaint of a streetlight not working, please let me know.

**134 HEYWOOD ROAD**

On February 18, 2020, we tax foreclosed on 134 Heywood Road. The prior owner died several years ago and the structure on the property has been vacant since her death. The structure on the property is a dilapidated mobile home that has been added on to. I wrote to Doris Glidden and gave her estate 90 days to acquire the property by paying \$1,835.01 but they failed to do so.

Abutting property owners Wayne and Nicole Harmon were told by the Glidden family that they could have the property when Doris died. When Doris passed her son passed as well so there was no one to convey the property to them. They are willing to pay the \$1,835.01 for the property. Nicole pointed out that the foreclosed property uses their septic system and well, which would need to be disconnected if sold to another party.

In the Council packet is Order No. 12-2020 which if approved would authorize me to convey the property to Wayne and Nicole Harmon for \$1,835.01.

MANAGER INTERVIEW COMMITTEE

I met with Council Chair Ray Caron and we developed the following list of people to be on the interview committee for the new Town Manager: Ray Caron, Steve Russell, Ben Twitchell, Patricia West, Judy Mathiau, Bruce Stafford and Esther Bullard.

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

Motion by Ms. Ayer to approve the Department Reports; 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.

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.

**PUBLIC COMMENT**

None

**TABLED BUSINESS**

***Tabled to the June 8, 2020 Council Meeting  
Council will move from “Tabled Business” to “Old Business”***

- 1. 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 move Ordinance No. 1-2020 from “Tabled Business” to “Old Business.”

- 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.

***Tabled at August 12, 2019 Council Meeting***

2. 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.

**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. West to approve Ordinance No. 1-2020; 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.

4. Ordinance No. 3-2020:

Providing for: The repeal of Chapter 6, Floodplain Management (Ord. 3-1987/Revise Ord. 3-2001) and replacing it with the attached Chapter 6 Floodplain Management.

Motion by Mr. West to approve Ordinance No. 3-2020; 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.

5. Order No. 9-2020:

Providing for: Authorization for the Town Manager to Renew the Information Technology Service Agreement with the City of Waterville For a Three-Year Term.

Motion by Mr. Quirion to approve Order No. 9-2020; 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.

6. Order No. 10-2020:

Providing for: Authorization for the Town Manager to Sign the Attached Dispatch Services Agreement with the City of Waterville for a Three-Year Term.

Motion by Ms. Ayer to amend Order No. 10-2020 to be for a 3-year agreement; 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.

Motion by Mr. Quirion to approve Order No. 10-2020; motion seconded by Ms. Ayer.

Roll Call:        N 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 5-2.

**NEW BUSINESS**

7. Order No. 11-2020:

Providing for: Authorization for the Town Manager to prepare a Purchase & Sale agreement with Elwood Stevens Jr. and Donna Mills-Stevens which will authorize the sale of 101 acres of Land (tax map 3, lots 3, 8-H & 8-1) on the Maple Ridge Road for \$70,000.

Motion by Mr. Quirion to approve the first reading of Order No. 11-2020; 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.

8. Order No. 12-2020:

Providing for: The Sale of Tax Acquired Property.

Motion by Mr. Quirion to approve the first reading of Order No. 12-2020; 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.

9. Resolution No. 20-2020:

Providing for: Application for a Restaurant (Class I, II, III, IV) Liquor License by the Asian Café, 53 Bay Street, Winslow, Maine 04901.

Motion by Mr. Caron to approve the addition of an “Off Premise License” for the Asia Café; 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.

Motion by Ms. Ayer to approve Resolution No. 20-2020; motion seconded by Mr. Trahan.

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.

10. Resolution No. 21-2020:

Providing for: Application for an On-Premises Liquor License by The Two Cent, 82 Clinton Avenue, Winslow, Maine 04901.

Motion by Mr. Quirion to approve Resolution No. 21-2020; motion seconded by Mr. Trahan.

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.

11. Resolution No. 22-2020:

Providing for: Confirming the appointment of Audra Fleury to the position of Tax Collector.

- Certificate of Settlement
- Certificate of Recommitment
- Warrant for Completion of Collection

Motion by Mr. Quirion to approve Resolution No. 22-2020; 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.

12. Resolution No. 23-2020:

Providing for: Authorization for the Fire Chief to Sign an EMS Mutual Aid Agreement with the Delta Ambulance.

Motion by Mr. West to approve Resolution No. 23-2020; 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.

13. Resolution No. 24-2020:

Providing for: Recognition of Edson R. (Skip) Small for his 52 years and 7 months of Dedicated and Loyal Service to the Winslow Fire Department.

Motion by Mr. Quirion to approve Resolution No. 24-2020; motion seconded by Mr. West.

Fire Chief Rodriguez made a presentation to Ed “Skip” Small to honor his longevity and dedication to the Winslow community and to the Fire Department. Several members of the Winslow Fire Department who had the pleasure of working with Mr. Small were also present. Mr. Small,

who was in attendance with his family, spoke briefly and thanked the Winslow Fire Department, the Town of Winslow and the residents he served during his 52 years of employment.

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. 25-2020:

Providing for: Authorization for the extension of Town Manager Michael Heavener’s employment contract for up to two weeks after his successor begins working for the Town.

Motion by Mr. West to table Resolution No. 25-2020 to the July 13, 2020 Town Council Meeting; 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.

15. Resolution No. 26-2020:

Providing for: The Adoption of the attached Fire Department Fees for Ambulance Transport Services rendered in FY2020.

Motion by Mr. Quirion to approve Resolution No. 26-2020; 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.

16. Resolution No. 27-2020:

Providing for: Authorization for the Town Clerk/ Registrar of Voters to notify the voters of this municipality of a Budget Validation Referendum Election for the Winslow Public Schools to be held on Tuesday, July 14, 2020.

Motion by Mr. Quirion to approve Resolution No. 27-2020; 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.

**DISCUSSION ITEMS**

- Form an Ambulance Committee
  - After a brief discussion Ray Caron, Jeff West, Patricia Ayer and Jeff Reny agreed to be on the Ambulance Committee. It was noted that a resident would not be necessary to serve on the committee.
- Drainage issues on Clinton Avenue were briefly discussed.
- The Town of Winslow will be celebrating their 250<sup>th</sup> anniversary as a Town. Ray Caron, Lee Trahan and Jerry Quirion expressed interest in joining a committee to prepare for this event.

Motion by Mr. West to enter Executive Session to discuss a Personnel Matter Pursuant to 1 M.R.S.A. Subsection 405(6) (A); motion seconded by Mr. Trahan.

Executive Session began at 9:55 p.m.

**ADJOURNMENT**

Respectfully submitted by,  
Lisa J. Gilliam  
Town Clerk