

TOWN OF WINSLOW, MAINE
TOWN COUNCIL MINUTES
Monday, May 11, 2020
Meeting was conducted via Zoom

AT 7:00 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. Also present were Town Manager Michael Heavener and Town Clerk Lisa Gilliam.

Winslow Department Heads present: Police Chief Shawn O’Leary, Fire Chief Ronnie Rodriguez, Public Works Director Paul Fongemie, Assessor Judy Mathiau, Code Enforcement Officer Adam Bradstreet, Finance & Human Resources Director Tanya Groce, Parks & Recreation Director Amanda McCaslin, Library Director Lisa Auriemma, School Superintendent Peter Thiboutot.

2. Recite the Pledge of Allegiance

Council Chair Ray Caron recited the pledge of allegiance.

3. Approval of Minutes of Previous Meetings:

- April 9, 2020
- April 20, 2020

Motion by Mr. Quirion to approve the minutes dated April 9, 2020 and April 20, 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.

4. Communications

None

5. Reports of Committees and Commission

- a. Town Manager’s Report

RT. 201 TURNING LANE PROJECT

As you may recall, we received a \$300,000 grant to do the turning lane project on Rt. 201. The project required us to purchase rights-of-way from five property owners. We have closed on three properties and I have another closing scheduled for May 8th. For the fifth property we are waiting to hear from the Maine State Housing Authority. We are hoping construction will begin in July and be completed by September 30th.

MUTUAL AID AGREEMENT WITH DELTA

DELTA Ambulance has agreed to be a mutual aid partner with our Fire Department. We are working on the agreement and I hope to have it complete for the June Town Council meeting.

LED STREETLIGHT UPDATE

The installation of LED streetlights began a week ago. The installation should be completed in a few weeks.

WELCOME TO WINSLOW SIGNS

The new "Welcome to Winslow" signs we had made last fall should be installed the week of May 11th. One sign will be located on the Northeast section of the Augusta Rd and Carter Memorial Dr. intersection. The other sign will be placed on the Winslow side of the Waterville/Winslow Bridge.

ZOOM COUNCIL MEETING

The Winslow Town Council will not be meeting in the Council Chambers for the May 11th meeting due to COVID-19. They will be meeting remotely using Zoom over the internet. If someone wishes to watch the meeting live, they can follow this link <https://vimeo.com/412724613>

The meeting can also be viewed live on YouTube, Crossroads-TV Facebook page and Cable Channel 1301.

If someone wishes to comment on something discussed at the meeting, they can email their comments to townofwinslow@winslow-me.gov or mail them to 114 Benton Avenue, Winslow, ME 04901.

- 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. Legislative Representative Catherine Nadeau also gave a brief update on Municipal Revenue Sharing.

Motion by Mr. Twitchell 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.

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.

2. Ordinance No. 1-2020:

Tabled to the June 8, 2020 Council Meeting

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

OLD BUSINESS

3. 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.

Motion by Mr. Quirion to approve the second reading of Ordinance No. 2-2020; 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 to table carried by unanimous vote 7-0.

4. 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.

Motion by Mr. Quirion to amend Order No. 3-2020 by updating the Education amount from \$16,887,517.00 to \$16,880.575.00; 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 amend the Education amount carried by unanimous vote 7-0.

Motion by Mr. Quirion to approve 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 to approve Order No. 3-2020 carried by unanimous vote 7-0.

5. 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 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. 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. 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.

7. Order No. 6-2020:

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. Quirion to approve Order No. 6-2020; motion seconded by Mr. West.

Mr. Quirion then made a motion to amend Order No. 6-2020 by having a public hearing held prior to approval; motion seconded by Mr. Twitchell. Discussion followed.

Ms. Ayer stated she was against a public hearing and did not want any further delays with this order. Town Manager Heavener confirmed that an Order does not require a public hearing. Mr. Caron suggested tabling this until June.

The Council voted on the amendment for a public hearing:

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

The amendment to the motion failed by a vote of 2-5.

Motion by Mr. Caron to table Order No. 6-2020 to the June meeting which would allow for the mutual aid agreement to be signed; motion seconded by Mr. Twitchell. Discussion followed.

Ms. Ayer stated again that she was not in favor of this Order being delayed.

The Council voted on the motion to table Order 6-2020 to the June Council Meeting.

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

The motion to table Order No. 6-2020 failed by a vote of 3-4.

The Council voted on the original motion to approve Order No. 6-2020.

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

Motion carried by a vote of 5-2.

Mr. West asked to have a committee established to budget and finance this purchase. Mr. Caron agreed and said it would be added to the agenda In June.

Motion by Mr. Quirion to combine the vote for Order No. 7-2020 and Order 8-2020; 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.

8. Order No. 7-2020: Providing for: Authorization for a Sewer Line Replacement Project on Lower Benton Avenue at a cost of \$1,500,000.

9. Order No. 8-2020: Providing for: Authorization for a Storm Drain Replacement Project on Lower Benton Avenue at a cost of \$215,000.

Motion by Mr. Quirion to approve Order No. 7-2020 & Order No. 8-2020; 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.

NEW BUSINESS

10. 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.

Code Enforcement Officer Adam Bradstreet updated the Council on the State and FEMA guidelines.

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

11. 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 the first reading of Order No. 9-2020; 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. 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 Mr. Twitchell to approve Order No. 10-2020; motion seconded by Mr. Quirion. Discussion followed.

Mr. West said the agreement was unacceptable because there was no cap on price. Mr. Heavener mentioned that currently there is no contract. Mr. Twitchell suggested the contract be for only one year. Discussion continued.

Motion by Mr. West to amend Order No. 10-2020 to a one-year agreement; motion seconded by Mr. Russell.

The Council voted on the amendment made to Order No. 10-2020.

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.

The Council voted to approve the first reading of Order No. 10-2020.

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 combine Resolution No. 17-2020 and Resolution No. 18-2020; 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.

13. Resolution No. 17-2020: Providing for: Authorization for the Fire Chief to Renew the existing Mutual Aid Agreement with the Clinton Fire Department.

14. Resolution No. 18-2020: Providing for: Authorization for the Fire Chief to Renew the existing Mutual Aid Agreement with the Albion Fire Department.

Motion by Mr. Twitchell to approve Resolution No. 17-2020 and Resolution No. 18-2020; 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.

15. Resolution No. 19-2020: Providing for: Authorization for the Town Manager to Sign the attached Settlement Agreement and Release with Snowden Consulting Engineers, Inc. (“Snowden”).

Motion by Mr. Quirion to approve Resolution No. 19-2020; 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.

PUBLIC COMMENT

During the meeting, Finance Director Tanya Groce monitored the email set up for public comment; she informed the Council that no emails had been received.

DISCUSSION ITEMS

- 729 Benton Avenue/Property Maintenance Issue
 - Code Enforcement Officer Adam Bradstreet reviewed the policy regarding properties that were not being maintained and public complaints regarding those sites. Mr. Caron suggested the Council add this as an item for discussion at the June Council Meeting.

- Ms. Ayer asked about the condition of the Morrill Road and if that was on the schedule for paving; Mr. Fongemie said that road was not on the schedule and added it would depend on the funds the Council could designate for road repairs. Mr. Heavener said funds from an upcoming property sale could be used towards road work and that could be discussed later.

- KVCAP has expressed interest in converting the Jr. High building into senior housing.

- It was also noted that a recent news article voted the Town of Winslow as being the #1 place to purchase a home.

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 9:31 p.m.