

**TOWN OF WINSLOW, MAINE
TOWN COUNCIL MEETING
MINUTES**

Monday, April 12, 2021 at 6:00 pm
*Councilors meet in person with the meeting
being streamed on Zoom & Facebook.*

AT 6:00 P.M.

PUBLIC HEARING

Order No. 12-2021:

Providing for: Approval of the Town of Winslow 2021-2022 Fiscal Year Budget Series in the Amount of \$26,569,924 and to Establish a Tax Due Date and Interest Rate on Taxes Remaining Unpaid.

Mr. Caron opened the Public Hearing for discussion. Via Zoom, resident Ken Fletcher addressed his concerns with the increase of the mil rate in this budget and the negative impact it would have on property owners and residents in the community.

Hearing no further comments, Mr. Caron closed the Public Hearing.

REGULAR COUNCIL MEETING

1. Roll Call

Attendance was taken with the following Town Councilors present: Peter Drapeau, Jerry Quirion, Raymond Caron, Joseph Gravel, Jeffrey West. Lee Trahan was present via Zoom and Ben Twitchell was absent.

Also present in person: Town Manager Erica Lacroix & Town Clerk Lisa Gilliam.

Present Via Zoom: Police Chief Leonard Macdaid, Fire Chief Ronnie Rodriguez, Public Works Director Paul Fongemie, Assessor Judy Mathiau, Code Enforcement Officer Adam Bradstreet, Librarian Lisa Auriemma, Parks & Rec Director Amanda McCaslin, Finance Director Tanya Groce, School Superintendent Peter Thiboutot and Town Attorney Bill Lee.

2. Recite the Pledge of Allegiance

3. Approval of Minutes of Previous Meetings:

- March 8, 2021
- March 23, 2021

Motion by Mr. West to approve the minutes as presented; motion seconded by Mr. Quirion.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0.

4. **Communications:**

- Letter from Maine DOT – Waterville/Winslow Ticonic Bridge #2854
 - Town Manager Lacroix reviewed the project with the Council and noted that all meetings with the Maine DOT are open to the public.
- Boards & Committees Appointments
 - Planning Board – Mark Ward (reappointment)

Motion by Mr. Quirion to approve the reappointment of Mark Ward to the Planning Board; motion seconded by Mr. Gravel.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0.

- Presentation from: Alford Youth & Community Center – Become a Mentor
 - Maria Coletti and Julia Page gave a presentation on the mentoring program for the Alford Youth & Community Center. The presentation was to encourage community members to become involved; the Town Council thanked them for their time and all they do for the area youth.

5. **REPORTS OF COMMITTEES AND COMMISSION**

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

Town Manager Lacroix gave a brief review of her monthly report and wanted to publicly thank Waterville City Hall, specifically Linda Cote & the Finance Office for helping Winslow residents with their motor vehicle registrations during the two weeks the Winslow Town Office was closed for a COVID-19 exposure.

Motion by Mr. West to approve the reports of the committees and commissions; motion seconded by Mr. Quirion.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0.

PUBLIC COMMENT

The following letters were read by Mr. Caron:

- Kate Newkirk: Letter regarding Resolution No. 10-2021 and her support of carbon fuels.
- Pauline Leach: Concerned about tax increase with the new municipal budget proposal.
- James Mosher: Concerned with increases in the new proposed municipal budget.
- Steven Chapman: Concerns with Ordinance No. 03-2021 and Ordinance No. 07-2021; Mr. Chapman in not in support of either ordinance.

TABLED BUSINESS

1. Ordinance No. 7-2020:

An Amendment to the Winslow Zoning Map to Rezone a portion of a lot owned by C & L Real Estate on Tax Map 13, Lot 115 from the High-Density Residential Zone (HDR) to Contract Zoned High Density Residential Zone (CZD/HDR). The portion of the lot is described as Lots 87, 88 and 89 in Dunbar Acres & Dunbar Acres Annex Subdivision and recorded in the Kennebec County Registry of Deeds on September 22, 1961 in Book 24 Page 51.

Motion by Mr. Quirion to leave Ordinance No. 07-2020 tabled; motion seconded by Mr. Drapeau.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0.

2. Ordinance No. 03-2021:

Providing for: An Amendment to the Winslow Zoning Map to Rezone a portion of Tax Map 13 owned by Steve Martin. The portion is described as Lots 87, 88 and 89 of the Dunbar Acres and Dunbar Acres Annex Subdivision, from the High-Density Residential District to the Mixed-Use District.

Motion by Mr. Quirion to leave Ordinance No. 03-2021 tabled; motion seconded by Mr. Drapeau.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0.

3. Ordinance No. 04-2021:

Providing for: An Amendment to the Winslow Medical Marijuana Ordinance to allow Medical Marijuana Caregiver Cultivation facilities in more areas of town.

Motion by Mr. West to take Ordinance No. 04-2021 off the table for discussion; motion seconded by Mr. Quirion.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0.

After a brief discussion, Mr. Drapeau made a motion to approve Ordinance No. 04-2021; motion seconded by Mr. Gravel.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0.

OLD BUSINESS

4. Ordinance No. 02-2021:

Providing for: An Amendment to change the setback requirements for unattached accessory structures under 150 square feet by amending the Zoning Ordinance to include the unattached accessory structures under 150 square feet are not required to meet side and rear setback requirements, as item "L" in Section 14-61.

Motion by Mr. Quirion to approve Ordinance No. 02-2021; motion seconded by Mr. West.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0.

5. Order No. 07-2021:

Providing for: Authorization for the Town Manager to sell the property located at 3 Jack Street, Winslow (Tax Map 013 Lot 033) for the amount of \$4,699.92 to Deutsche Bank National Trust.

Motion by Mr. Quirion to approve Order No. 07-2021; motion seconded by Mr. Gravel.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0.

6. Order No. 08-2021:
Providing for: The Abatement of Personal Property Taxes on Accounts That Have Been Deemed Out of Business, or the Tax Collector Has Determined That the Collection Costs Would Be Greater Than the Taxes to Be Collected.

Motion by Mr. West to approve Order No. 08-2021; motion seconded by Mr. Gravel.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0.

7. Order No. 09-2021:
Providing for: A Qualified Agricultural Conservation Easement with Russell T. & Diane M. Wheeler, legal owners of the *Flying Pigs Farm* with an address at 1013 Garland Road in Town of Winslow, Maine, will be granted for a period of twenty (20) years.

Motion by Mr. West to approve Order No 09-2021; motion seconded by Mr. Quirion.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0.

8. Order No. 10-2021:
Providing for: The Town of Winslow to enter into a twenty (20) year Farm Support Agreement with Russell T. & Diane M. Wheeler, legal owners of the *Flying Pigs Farm* with an address at 1013 Garland Road in Town of Winslow, Maine.

Motion by Mr. West to approve Order No 10-2021; motion seconded by Mr. Quirion.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0.

NEW BUSINESS

9. Ordinance No. 01-2021:
Providing for: An Amendment to Chapter 2 Administration, of the Town Ordinances, by adding the attached Article XXI Town Forest.

Motion by Mr. West to approve Ordinance No. 01-2021; motion seconded by Mr. Gravel.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0

10. Ordinance No. 05-2021:
Providing for: An Amendment to Ordinance No. 08-2016 Personnel Rules and Regulations for Town Employees by revising the Employee benefits section of the Personnel Policy & Regulations handbook and adding in Earned Paid Leave.

Motion by Mr. West to approve Ordinance No. 05-2021; motion seconded by Mr. Gravel.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0

11. Ordinance No. 06-2021:
Amendment to Ordinance 04-2019
Providing for: An Amendment to the Winslow Zoning Map to Rezone the entire lot owned by the Town of Winslow on Tax Map 10, Lot 18-A (Benton Avenue) from the Mixed Use Zone (MU) to Contract Zoned Mixed Use (CZD/MU).

Motion by Mr. West to approve Ordinance No. 06-2021; motion seconded by Mr. Drapeau.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0

12. Order No. 11-2021:

Providing for: Authorization for the Town Manager to enter into a Two-Year PSAP Call Handling Agreement with the Somerset County Communications Center.

Motion by Mr. Quirion to approve Order No. 11-2021; motion seconded by Mr. West.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0

13. Order No. 12-2021:

Providing for: Approval of the Town of Winslow 2021-2022 Fiscal Year Budget Series in the Amount of \$26,596,924 and to Establish a Tax Due Date and Interest Rate on Taxes Remaining Unpaid.

Motion by Mr. Quirion to approve Order No. 12-2021; motion seconded by Mr. West.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0

14. Order No. 13-2021:

Providing for: Amending Order No. 25-2020. Correction of the maximum term for the bond issue from 30 years to a 15 year maximum term.

Motion by Mr. West to approve Order No. 13, 2021; motion seconded by Mr. Quirion.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0

15. Order No. 14-2021:

Providing for: Authorization for the Public Works Director to Purchase Electrical Equipment to Outfit Seven Pump Stations with Transfer Switches and Associated Hardware to Allow Connection With the Portable Generator at a Cost of \$20,000.

Motion by Mr. Quirion to approve Order No. 14-2021; motion seconded by Mr. Gravel.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0

16. Order No. 15-2021:

Providing for: Authorization for the Public Works Director to Pay for the Installation of the Electrical Transfer Switch and Accessories by a Qualified Electrical Contractor for a Cost not to exceed \$40,000 with funds to be taken from the Capital Sewer Account.

Motion by Mr. Quirion to approve Order No. 14-2021; motion seconded by Mr. Gravel.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0

17. Resolution No. 13-2021:

Providing for: Authorization for the Town Manager to transfer \$16,000 from the Contingency (1600652-58000) Account and transfer \$6,000 into Sports Track (2400403-53926) Account and \$10,000 into 1804 Schoolhouse (2400403-53929) Account to replenish the expenses that were transferred from said accounts per Resolution 39-2020.

Motion by Mr. Gravel to approve Resolution No. 13-2021; motion seconded by Mr. West.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0

18. Resolution No. 14-2021:

Providing for: Authorization for the Town Manager to transfer the remaining balance of \$12,000 from the Rescue Replacement (2200213-53914) Capital Account into the Municipal Building (2100013-53922) Capital Account to be used to purchase heat pumps for the Town Office.

Motion by Mr. Drapeau to approve Resolution No. 14-2021; motion seconded by Mr. Quirion.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0

19. Resolution No. 15-2021:

Providing for: Authorization for the Town Manager to transfer the remaining balance of \$4,060.10 from the Recycling Fund (2300323-52023) Capital Account into the Fuel Cap Reserve (2300303-53925) Capital Account to be used towards maintenance on the fuel island located at the Public Works Department.

Motion by Mr. Drapeau to approve Resolution No. 15-2021; motion seconded by Mr. Quirion.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0

20. Resolution No. 16-2021:

Providing for: Authorization for the Town Manager to transfer the remaining balance of \$35,597.56 from the Industrial Building (2100013-53901) Capital Account into the Town Garage (2300303-53910) Capital Account to be used towards maintenance of the Public Works Department Garage.

Motion by Mr. Drapeau to approve Resolution No. 16-2021; motion seconded by Mr. Quirion.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0

21. Resolution No. 17-2021:

Providing for: Pole Location Permit – Central Maine Power Company and Consolidated Communications, Inc. Work Order # 801000375239.

After a brief discussion, there was a motion by Mr. Quirion to table Resolution No. 17-2021 to the Special Council Meeting scheduled for tomorrow April 13, 2021; motion seconded by Mr. Gravel.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0

22. Resolution No. 18-2021:

Providing for: Authorization for the Town Manager to accept \$2,975.00 in state funding from the Maine State Library for the Winslow Public Library.

Motion by Mr. Gravel to approve Resolution No. 18-2021; motion seconded by Mr. West.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0

23. Resolution No. 19-2021:

Providing for: Authorization for the Town Manager to apply for \$210,000 in Community Development Block Grant funds on behalf of Maine Crisp.

Motion by Mr. West to approve Resolution No. 19-2021; motion seconded by Mr. Quirion.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0

24. Resolution No. 20-2021:

Providing for: Pole Location Permit – Central Maine Power Company and Consolidated Communications, Inc. Work Order Number 801000375235.

After a brief discussion, there was a motion by Mr. Quirion to table Resolution No. 17-2021 to the Special Council Meeting scheduled for tomorrow April 13, 2021; motion seconded by Mr. Gravel.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0

25. Resolution No. 21-2021:

Providing for: Pole Location Permit – Central Maine Power Company and Consolidated Communications, Inc. Work Order Number 801000375239.

After a brief discussion, there was a motion by Mr. Quirion to table Resolution No. 17-2021 to the Special Council Meeting scheduled for tomorrow April 13, 2021; motion seconded by Mr. Gravel.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0

DISCUSSION ITEMS

- Police Chief Contract
 - The Council discussed Police Chief Leonard Macdaid’s contract with the Town of Winslow. The have no concerns with the distance he lives from Winslow; Chief Macdaid resides in Newport. The Council also has no issues with Chief Macdaid’s plans to retire in place.
- Replacing Howard Mette on the KRDA/First Park Board
 - The Town Council thanked Mr. Mette for his years of service wit the KRDA/First Park Board. The Council requested that anyone interested in filling this vacancy to please contact the Town Office.

EXECUTIVE SESSION

- Motion to enter into Executive Session pursuant to 36 M.R.S.A. Subsection 841(2) (E); Poverty Abatement discussion.

Motion by Mr. West to enter into Executive Session; motion seconded by Mr. Drapeau.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0

- Motion to enter into Executive Session pursuant to 1 M.R.S.A. Subsection 405(6) (C); Disposition of Real Property or Economic Development.

Motion by Mr. Drapeau to enter into Executive Session; motion seconded by Mr. Gravel.

Roll Call: Y Peter Drapeau
 - Ben Twitchell - *Absent*
 Y Jerry Quirion
 Y Joseph Gravel
 Y Jeff West
 Y Lee Trahan
 Y Ray Caron

Motion carried by unanimous vote of 6-0

ADJOURN

Meeting adjourned at 9:04 p.m.

Respectfully submitted by,
Lisa J. Gilliam, Town Clerk