

**TOWN OF WINSLOW, MAINE  
TOWN COUNCIL MEETING  
MINUTES  
Monday, February 13, 2023, at 6:00 p.m.**

**REGULAR COUNCIL MEETING**

**1. Recite the Pledge of Allegiance**

**2. Roll Call**

Attendance was taken with the following Town Councilors present: Peter Drapeau, Dale Macklin, Jerry Quirion, Ray Caron, Joseph Gravel, Jeff West, and Lee Trahan.

Also present: Town Manager Erica Lacroix, Interim Town Clerk Audra Fleury, Police Chief Leonard Macdaid, Interim Fire Chief Scott Bolduc, Public Works Director Paul Fongemie, Finance Director Tanya Groce, Executive Assistant Kaitlyn Philbrick, Planning Board Chair Gary Owen, several Winslow Firefighters, and several Winslow residents.

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

- January 9, 2023

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

**Roll Call Vote:**

Y Dale Macklin

Y Jerry Quirion

Y Ray Caron

Y Joseph Gravel

Y Jeff West

Y Lee Trahan

Y Peter Drapeau

Motion to approved passed by unanimous vote 7-0.

**4. Communications:**

Employee Recognition-Mary Fortier was very helpful pulling together flow numbers for sewer for funding, she was able to get information the same day as requested.

Captain Waylon Capp-presented with a Certificate of Appreciation by Interim Fire Chief Scott Bolduc, Captain Capp has taken on many vital projects within the fire department such as fire truck committee chairman written proposals for a new fire hose.

- Presentation from the Interim Fire Chief Scott Bolduc on Interfacility Transfers-Dr. Timothy Pieh, Medical Director for Winslow (Region 3) and a practicing doctor at Maine General Hospital gave presentation on need for Interfacility Transfers, what they are and how it would benefit Winslow residents. Firefighter Michael Greenberg gave a brief presentation regarding the financial benefits.

- **Boards/Committee Appointment:**  
 Tyler Mitchell, reappointment to Kennebec Sanitary Treatment District  
 Deb Lavoie & Roy Strahan, reappointment to the Personnel Appeals Board  
 Chad Bell & Judi-Ann Bouchard, reappointment to the Boards of Parks & Recreation  
 Jerry Quirion & Lee Trahan(alternate), reappointment to Kennebec Valley  
 Council of Government

Motion by Mr. West to accept all Board/Committee Appointments, motion. Seconded by Mr. Macklin

**Roll Call Vote:**

- Y Dale Macklin
- Y Jerry Quirion
- Y Ray Caron
- Y Joseph Gravel
- Y Jeff West
- Y Lee Trahan
- Y Peter Drapeau

Motion to approved passed by unanimous vote 7-0.

**5. Reports of Committees and Commissions:**

- A. Town Manager’s Report
- B. Department Reports
- C. Finance Committee Report (Treasurer’s Warrants)
- D. Financial Report

Town Manager Erica LaCroix reviewed her monthly report for the Council. A Public Safety employee meeting was held on February 7<sup>th</sup>, a survey was given to everyone and encouraged to return it to Manger LaCroix. Budget and funding applications are still moving forward.

Public Works Director, Paul Fongemie thanked his crew for handling 2 storms in 1 week, so crew had almost 60 hours of overtime at the end of the pay period. He also wanted to thank the Fire Department for helping with some dimensions of a culvert in a confined space, the Fire Department was able to turn the request into a training opportunity.

Interim Fire Chief Scott Bolduc-All positions in Fire Department are filled.

Interim Public Safety Director Leonard Macdaid- Attended the super Saturday training at the Fire Department and was very impressed with how the training was conducted. Thanked the School Department and Fire Department for the nighttime warming station that was set up when temperatures reached record lows. Also, wanted to mention SRO Ellen Stewart for a job well done as the School Resource Officer, he has heard many positive comments.

Motion by Mr. Macklin to approve the reports as presented; motion seconded by Mr. Caron.

**Roll Call Vote:**

- Y Dale Macklin
- Jerry Quirion
- Y Ray Caron
- Y Joseph Gravel
- Y Jeff West
- Y Lee Trahan
- Y Peter Drapeau

Mr. Quirion had stepped out briefly and was not present for the vote. Motion to approved passed by unanimous vote 6-0.

## **PUBLIC COMMENT**

- Email from Fran Hudson regarding Interfacility transfers was read. There was no other public comment

## **TABLED BUSINESS**

none

## **OLD BUSINESS**

### **1. AMENDED Order No. 04-2023:**

Providing for: Authorization for the Town Manager to approve the installation of a streetlight to be placed at 715 Benton Avenue at an installation cost not to exceed \$1,200.00 and a monthly fee to be determined at a cost to the Town of Winslow.

Motion by Mr. Macklin to approve Order No. 04-2023; motion seconded by Mr. West.

#### **Roll Call Vote:**

**Y** Dale Macklin

**N** Jerry Quirion

**Y** Ray Caron

**N** Joseph Gravel

**Y** Jeff West

**N** Lee Trahan

**Y** Peter Drapeau

Motion to approved passed by a vote of 4-3

## **NEW BUSINESS**

### **1. Order No. 05-2023**

Providing for: Issuance of up to \$6,800,000.00 of the Town's General Obligation Bonds to finance upgrades to the Chaffee Brook Pump Station.

Motion by Mr. West to approve Order No. 05-2023; motion seconded by Mr. Quirion.

#### **Roll Call Vote:**

**Y** Dale Macklin

**Y** Jerry Quirion

**Y** Ray Caron

**Y** Joseph Gravel

**Y** Jeff West

**Y** Lee Trahan

**Y** Peter Drapeau

Motion to approved passed by unanimous vote 7-0.

**2. Order No. 06-2023**

Providing for: Authorization for the Public Works Director to approve the attached amendment to the Sunset Heights design agreement with Wright-Pierce for a cost not to exceed \$250,000.

Motion by Mr. Quirion to approve Order No. 06-2023; motion seconded by Mr. Trahan.

**Roll Call Vote:**

Y Dale Macklin

Y Jerry Quirion

Y Ray Caron

Y Joseph Gravel

Y Jeff West

Y Lee Trahan

Y Peter Drapeau

Motion to approved passed by unanimous vote 7-0.

**3. Order No. 07-2023**

Providing for: Authorization for the Town Manager to advertise for a Public Works Foreman with a target start date of April 1, 2023, and to appropriate \$20,000 from unanticipated FY2023 revenue to fund the position.

Motion by Mr. Quirion to approve Order No. 07-2023; motion seconded by Mr. West.

**Roll Call Vote:**

Y Dale Macklin

Y Jerry Quirion

Y Ray Caron

Y Joseph Gravel

Y Jeff West

Y Lee Trahan

Y Peter Drapeau

Motion to approved passed by unanimous vote 7-0.

**4. Order No. 08-2023**

Providing for: Authorization for the Town Manager to negotiate an extension of solid waste collection and disposal services for a period of not more than two years and not to exceed an increase of 6.5% (equivalent to the 2022 CPI).

Company is trying to remove employees from the back of trash truck for safety issues. A brief discussion followed.

Motion by Mr. Quirion to approve Order No. 08-2023; motion seconded by Mr. West.

**Roll Call Vote:**

Y Dale Macklin

Y Jerry Quirion

Y Ray Caron

Y Joseph Gravel

Y Jeff West

Y Lee Trahan

Y Peter Drapeau

Motion to approved passed by unanimous vote 7-0.

**5. Order No. 09-2023**

Providing for: Adoption of the attached Job Description for the Deputy Police Chief position for the newly created Public Safety Department.

Motion by Mr. West to approve Order No. 09-2023; motion seconded by Mr. Trahan.

**Roll Call Vote:**

**Y** Dale Macklin

**Y** Jerry Quirion

**Y** Ray Caron

**Y** Joseph Gravel

**Y** Jeff West

**Y** Lee Trahan

**Y** Peter Drapeau

Motion to approved passed by unanimous vote 7-0.

**6. Order No. 10-2023**

Providing for: Adoption of the attached amended Job Description for the Deputy Fire and EMS Chief position to meet the needs of the newly created Public Safety Department.

Motion by Mr. West to approve Order No. 10-2023; motion seconded by Mr. Trahan.

**Roll Call Vote:**

**Y** Dale Macklin

**Y** Jerry Quirion

**Y** Ray Caron

**Y** Joseph Gravel

**Y** Jeff West

**Y** Lee Trahan

**Y** Peter Drapeau

Motion to approved passed by unanimous vote 7-0.

**7. Order No. 11-2023**

Providing for: Authorization for the Interim Public Safety Director to post an Interim Deputy Police Chief position within the Police Department.

Motion by Mr. Quirion to approve Order No. 11-2023; motion seconded by Mr. West.

**Roll Call Vote:**

**Y** Dale Macklin

**Y** Jerry Quirion

**Y** Ray Caron

**Y** Joseph Gravel

**Y** Jeff West

**Y** Lee Trahan

**Y** Peter Drapeau

Motion to approved passed by unanimous vote 7-0.

**8. Order No. 12-2023**

Providing for: Adoption of the attached Job Description for the Public Safety Director position for the newly created Public Safety Department.

Motion by Mr. West to approve Order No. 12-2023; motion seconded by Mr. Trahan.

**Roll Call Vote:**

**Y** Dale Macklin

**Y** Jerry Quirion

**Y** Ray Caron

**Y** Joseph Gravel

**Y** Jeff West

**Y** Lee Trahan

**Y** Peter Drapeau

Motion to approved passed by unanimous vote 7-0

Motion by Mr. Macklin to waive the second reading of Order No. 12-2023; motion seconded by Mr. West.

**Roll Call Vote:**

**Y** Dale Macklin

**Y** Jerry Quirion

**Y** Ray Caron

**Y** Joseph Gravel

**Y** Jeff West

**Y** Lee Trahan

**Y** Peter Drapeau

Motion to approve passed by unanimous vote 7-0.

**9. Order No. 13-2023**

Providing for: Authorization for the Town Manager to appropriate \$80,000 to Elementary School Property 1500502-55404 for the purposes of purchasing abutting property in front of the school identified as Winslow Map/Lot #019-27 from KRDP, LLC as follows: \$41,200 from Sale of Town Property 1100004-41419 and \$38,800 from Property Tax Commitment 1100004-41417.

Motion by Mr. West to approve Order No. 13-2023; motion seconded by Mr. Gravel.

**Roll Call Vote:**

Y Dale Macklin

Y Jerry Quirion

Y Ray Caron

Y Joseph Gravel

Y Jeff West

Y Lee Trahan

Y Peter Drapeau

Motion to approved passed by unanimous vote 7-0

Motion by Mr. Drapeau to waive the second reading of Order No. 13-2023; motion seconded by Mr. West.

**Roll Call Vote:**

Y Dale Macklin

N Jerry Quirion

Y Ray Caron

Y Joseph Gravel

Y Jeff West

Y Lee Trahan

Y Peter Drapeau

Motion to approve passed by 6-1.

**10. Resolution No. 03-2023**

Providing for: Authorization for the Town Manager to consent with CRC Communications of Maine D/B/A GoNetspeed (formerly OTELCO) for 92 Pole attachments. CMP application # 063520230029.

Motion by Mr. Macklin to approve Resolution No. 03-2023; motion seconded by Mr. Gravel.

**Roll Call Vote:**

Y Dale Macklin

Y Jerry Quirion

Y Ray Caron

Y Joseph Gravel

A Jeff West

Y Lee Trahan

Y Peter Drapeau

Motion passed by 6-0, Mr. West abstaining.

**11. Resolution No. 04-2023**

Providing for: Authorization for the Town Manager to apply for \$200,200 in USDA Rural Business Development Grant funds on behalf of Maine Crisp.

Town of Winslow would purchase equipment for Maine Crisp through a grant Town would then lease to Maine Crisp. This equipment would allow them to add up to 15 new jobs and a retail area by summertime.

Motion by Mr. Quirion to approve Resolution No. 04-2023; motion seconded by Mr. West.

**Roll Call Vote:**

**Y** Dale Macklin

**Y** Jerry Quirion

**Y** Ray Caron

**Y** Joseph Gravel

**Y** Jeff West

**Y** Lee Trahan

**Y** Peter Drapeau

Motion to approved passed by unanimous vote 7-0

**DISCUSSION ITEMS**

- Fire Department, Tanker  
The current Tanker is a 1995, it is costing more for maintenance and are unable to get parts to fix pump. Meeting with representative from Pierce to go over options and prices. Discussion followed.
- Dates for fiscal year 2024 Budget Workshops  
Workshop dates set: March 14, 16 and 23<sup>rd</sup> from 8:30 to 3:00. School budget workshops will be held at a later time.
- Kennebec Rail Trail  
Issues have been resolved for the time being, may need to be discussed at a later date.
- Kennebec County Emergency Management  
Next meeting is scheduled for April, discussion regarding county wide dispatch center and ambulance service.

**EXECUTIVE SESSION**

Motion to enter into Executive Session pursuant to 1 M.R.S.A. Subsection 405(6) (A); Personnel Matters.

Motion by Mr. West to enter Executive Session, motion seconded Mr. Macklin.

**Roll Call Vote:**

**Y** Dale Macklin

**Y** Jerry Quirion

**Y** Ray Caron

**Y** Joseph Gravel

**Y** Jeff West

**Y** Lee Trahan

**Y** Peter Drapeau

Motion to approved passed by unanimous vote 7-0

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



**Roll Call Vote:**

**Y** Dale Macklin

**Y** Jerry Quirion

**Y** Ray Caron

**Y** Joseph Gravel

**Y** Jeff West

**Y** Lee Trahan

**Y** Peter Drapeau

Motion to approved passed by unanimous vote 7-0

**ADJOURN**

Motion by Mr. Drapeau to adjourn; motion seconded by Mr. West.

Motion passed by unanimous vote 7-0.

Meeting adjourned at 9:05 p.m.

Respectfully submitted by,  
Audra Fleury, Interim Town Clerk