

**TOWN OF WINSLOW, MAINE
TOWN COUNCIL MEETING
MINUTES
Monday, March 14, 2022, at 6:00 pm**

REGULAR COUNCIL MEETING

1. Recite the Pledge of Allegiance

2. Roll Call

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

Also Present: Town Manager Erica Lacroix, Town Clerk Lisa Gilliam, Fire Chief Ronald Rodriguez, Public Works Director Paul Fongemie, Code Enforcement Officer Amos Michaud & Tax Collector Audra Fleury. Several residents were also present.

The following members of the Planning Board were also present: Gary Owen, Michael Desrosiers, Elery Keene, Lynne Choate & Steven Gagnon.

3. Approval of Minutes of Previous Meetings:

- February 14, 2022

Motion by Mr. Quirion to approve the minutes dated February 14, 2022; motion seconded by Mr. Gravel.

Roll Call Vote:

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

Motion carried by unanimous vote 7-0.

4. Communications:

- Boards & Committees: Planning Board
 - Change appointments from Alternate to Member for Larry Desmond & Steve Gagnon

Motion by Mr. Quirion to approve the appointment of Larry Desmond and Steve Gagnon to Members of the Planning Board; motion seconded by Mr. West.

Roll Call Vote:

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

Motion carried by unanimous vote 7-0.

- Kennebec Regional Development Authority Warrant for 2022-2023 Budget Meeting.

No action needed, informational purposes only.

5. REPORTS OF COMMITTEES AND COMMISSION

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

Manager Lacroix reviewed her monthly report.

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

Roll Call Vote:

Y Peter Drapeau

Y Dale Macklin

Y Jerry Quirion

Y Ray Caron

Y Joseph Gravel

Y Jeff West

Y Lee Trahan

Motion carried by unanimous vote 7-0.

PUBLIC COMMENT

- Letter #1 – Ken Fletcher, dated February 22, 2022
- Letter #2 – Ken Fletcher, dated February 26, 2022

Town Clerk Lisa Gilliam read both letters submitted by Mr. Fletcher.

TABLED BUSINESS

1. 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. Drapeau to take Ordinance No. 03-2021 off the table for discussion; motion seconded by Mr. Quirion.

Roll Call Vote:

Y Peter Drapeau

Y Dale Macklin

Y Jerry Quirion

Y Ray Caron

Y Joseph Gravel

Y Jeff West

Y Lee Trahan

Motion carried by unanimous vote 7-0.

PUBLIC HEARING

Mr. Macklin opened the public hearing at 6:18 p.m. The Town Clerk read letters that were submitted by the following:

- Stephen Chapman
- Marcia Stetson
- Caroline Souviney

The following members of the audience spoke during the public hearing:

- Andrew Chapman, 24 Marie Street – Mr. Chapman read a letter on behalf of his father Stephen Chapman which was not in favor of the proposed changes.
- Ben Stafford, 15 Lee Street – Stated he was not in favor of changes being made to the residential neighborhood and said it would be unfair to the homeowners if the Council imposed any changes.
- Henry Parent, 13 Lee Street – Said he was concerned about the physical and financial impact these changes would have on the neighborhood.
- Chuck Lambert, 575 Clinton Avenue – Spoke in favor of the ordinance.
- Zackery Fitzpatrick, 28 Marie Street – Said he recently purchased his home and never expected any changes being made to this residential area. He requested the Council not make any changes to the zoning to this family neighborhood.
- Steve Martin – Mr. Martin is the property owner that is making the request for a zoning change. He said in the future this will be developed into four residential housing lots. In the meantime, he stated that he did not intend to use Lee Street as a throughway.

Mr. Macklin closed the public hearing at 6:42 p.m.

Motion by Mr. West to table Ordinance No. 03-2021; motion seconded by Mr. Trahan.

Roll Call Vote:

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

Motion carried by unanimous vote 7-0.

The Council noted that the Winslow Planning Board will be reviewing this zoning change before the Town Council makes their official vote.

OLD BUSINESS

- 2. Order No. 02-2022: Authorization for the Town Manager to appropriate \$61,570 from ARPA Funds 3912001-49001 to pay for the Town Office Digital Sign and the Town Office Heat Pumps.

Motion by Mr. West to approve Order No. 02-2022; motion seconded by Mr. Drapeau.

Roll Call Vote:

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

Motion carried by unanimous vote 7-0.

3. Order No. 03-2022:

Authorization for the Town Manager to appropriate \$35,250 from ARPA Funds 3912001-49001 for the purpose of Vaccination Stipends offered to Town employees.

Motion by Mr. West to approve Order No. 03-2022; motion seconded by Mr. Trahan.

Roll Call Vote:

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

Motion carried by unanimous vote 7-0.

NEW BUSINESS

4. Ordinance No. 02-2022:

An Amendment to Ordinance 57-1976 to adopt administrative changes to the Town Code previously reviewed and approved by the Planning Board and the Town Council during the Town Code Update project on October 25, 2018, amending section 1-18 and adding Sections 1-19 through 1-27 per the attached document from General Code.

Motion by Mr. West to approve Ordinance No. 02-2022; motion seconded by Mr. Drapeau.

Roll Call Vote:

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

Motion carried by unanimous vote 7-0.

5. Ordinance No. 03-2022:

An Amendment to Ordinance 45-1974, Ordinance 06-2012 and Ordinance 08-2012 updating Section 4-3 and 4-4 of the Town Code addressing time limits and fees charged for building permits adding the underlined and deleting the ~~strikethrough~~ language in the attached document.

Motion by Mr. West to approve Ordinance No. 03-2022; motion seconded by Mr. Drapeau. Discussion followed.

Motion by Mr. Gravel to amend 4-3 Section A from \$500 to \$2,500; motion seconded by Mr. West. Discussion followed.

Mr. Caron asked Code Enforcement Officer Amos Michaud if he agreed with a fee increase for this item, to which he

said he was.

Roll Call Vote on amendment:

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

Motion carried by unanimous vote 7-0.

Roll Call Vote to approve Ordinance:

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

Motion carried by unanimous vote 7-0.

6. Ordinance No. 04-2022:

An Amendment to Ordinance 15-2015, removing the requirement in paragraph B.1 of Sections 14-44 and 14-45 of the Zoning Ordinance requiring a one thousand (1,000) foot abutter notice from the developer when applying for a building or conditional use permit in the Mixed Use and Low-Density Residential Zones.

Motion by Mr. West to combine Ordinance No. 04-2022 through 10-2022 as one item; motion seconded by Mr. Caron.

Roll Call Vote:

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

Motion carried by unanimous vote 7-0.

Motion by Mr. Macklin to table Ordinance No. 04-2022 through Ordinance No. 10-2022 to allow the Planning Board to review them.

Roll Call Vote:

Y Peter Drapeau

Y Dale Macklin

Y Jerry Quirion

Y Ray Caron

Y Joseph Gravel

Y Jeff West

Y Lee Trahan

Motion carried by unanimous vote 7-0.

7. Ordinance No. 05-2022: An Amendment to Chapter 14, Article III, Section 14-35, paragraph F, changing the public notice requirement from fourteen (14) days to seven (7) and adding the following language as indicated in the underlined text in the attached document: “The cost of said notification shall be borne by the applicant”.
8. Ordinance No. 06-2022: An Amendment to Chapter 14, Article I, Section 14-8, Public Hearing Procedure, changing the public notice requirement in paragraph A and the Planning Board notice in paragraph B from fourteen (14) days to seven (7).
9. Ordinance No. 07-2022: An Amendment to Chapter 14, Article I, Section 14-19, Powers and Duties, replacing paragraph A with the underlined language attached and adding paragraph F.
10. Ordinance No. 08-2022: An Amendment to Chapter 14, Article II, Division 2. Board of Appeals, Section 14-17 Meetings, adding “on de novo appeals” to the end of paragraph A per the underlined language attached.
11. Ordinance No. 09-2022: An Amendment to Chapter 14, Article I, Section 14-21, Appeals to Superior Court, changing the deadline to file an appeal from thirty (30) days to forty-five (45) days and adding reference to the State code per the underlined text attached.
12. Ordinance No. 10-2022: An Amendment to Chapter 14, Appendix C, Decommissioning Plan, adding reference to Solar in paragraphs 2 through 4 by deleting the ~~striketrough~~ text and adding the underlined text in the attached document.
13. Order No. 04-2022: Providing for: Authorization for the Town Manager to appropriate \$102,249.00 to purchase two replacement dump bodies for Unit #25 (2021 Freightliner) and Unit #4 (2014 Western Star); to purchase a sweeper attachment for the new MacLean sidewalk machine.

Motion by Mr. West to approve Order No. 04-2022; motion seconded by Mr. Trahan.

Roll Call Vote:

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

Motion carried by unanimous vote 7-0.

Motion by Mr. Macklin to waive the second reading of Order No. 04-2022; motion seconded by Mr. Drapeau.

Roll Call Vote:

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

Motion carried by unanimous vote 7-0.

14. Order No. 05-2022:

Providing for: Authorization for the Town Manager to enter a contract with a vendor for Cemetery Maintenance at a cost not to exceed twenty-three thousand five hundred dollars (\$23,500).

Motion by Mr. West to approve Order No. 05-2022; motion seconded by Mr. Drapeau.

Roll Call Vote:

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

Motion carried by unanimous vote 7-0.

Motion by Mr. Macklin to waive the second reading of Order No. 05-2022; motion seconded by Mr. West.

Roll Call Vote:

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

Motion carried by unanimous vote 7-0.

15. Resolution No. 05-2022:

Providing for: Authorization for the Fire Chief to sign the attached agreement with Dr. Timothy Pieh for Medical Director Services.

Motion by Mr. West to approve Resolution No. 05-2022; motion seconded by Mr. Drapeau.

Roll Call Vote:

Y Peter Drapeau

Y Dale Macklin

Y Jerry Quirion

Y Ray Caron

Y Joseph Gravel

Y Jeff West

Y Lee Trahan

Motion carried by unanimous vote 7-0.

16. Resolution No. 06-2022:

Regarding: Poverty/Hardship Abatement Request No. 2022-001.

Motion by Mr. Quirion to approve Resolution No. 06-2022; motion seconded by Mr. West.

Roll Call Vote:

Y Peter Drapeau

Y Dale Macklin

Y Jerry Quirion

Y Ray Caron

Y Joseph Gravel

Y Jeff West

Y Lee Trahan

Motion carried by unanimous vote 7-0.

17. Resolution No. 07-2022:

Regarding: Poverty/Hardship Abatement Request No. 2022-002.

Motion by Mr. Quirion to deny Resolution No. 07-2022; motion seconded by Mr. West.

Roll Call Vote:

Y Peter Drapeau

Y Dale Macklin

Y Jerry Quirion

Y Ray Caron

Y Joseph Gravel

Y Jeff West

Y Lee Trahan

Motion carried by unanimous vote 7-0 to deny.

DISCUSSION ITEMS

- ARPA Funds

Manager Lacroix reviewed the ARPA Funds that had be received, the balance remaining and future spending ideas. The Council said they would discuss this further during budget talks.

ADJOURN

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

Motion carried by unanimous vote 7-0.

Meeting adjourned at 7:22 p.m.

Respectfully submitted by,
Lisa J. Gilliam, Town Clerk