

**TOWN OF WINSLOW, MAINE  
TOWN COUNCIL MEETING  
MINUTES  
Monday, April 10, 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 (via ZOOM), Joseph Gravel, Jeff West, and Lee Trahan.

Also present: Town Manager Erica LaCroix, Town Clerk Audra Fleury, Interim Police Chief Randy Wing, Interim Fire Chief Scott Bolduc, Public Works Director Paul Fongemie, Finance Director Tanya Groce, Executive Assistant Kaitlyn Philbrick, Code Officer Jim Flanders, Planning Board Chair Gary Owen, Member of the Fire Department and Members of the public.

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

- March 13, 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-Jeff Reny, 2004 joined call force, December of 2015 was hired as a career firefighter and 6 months later was made lieutenant. He has taken on many roles within the department and is always looking to improve standards. He coordinates many EMS trainings and teaches many of the classes. He is an irreplaceable asset to the department.
- Nick Champagne, KSTD – update on biosolids disposal  
Letter sent in February/March regarding the increase of fees for the disposal of biosolids in landfills. New legislation (LD1639) has increased fees, a percentage of biosolids are being shipped to New Brunswick, ours now are headed to Juniper Ridge in Old Town. Fees have doubled since August 2022. Hopeful that new legislation will help reduce fees and new solutions on disposal. Impact on the budget would roughly an increase of 56,000.00.

- Boards/Committee Appointment:
  - Kim Clifton-Board of Assessment Review

Motion by Mr. Quirion to accept the appointment. 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. 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. March monthly Coffee with the Manager was well attended. Meeting with Haley Ward regarding an administrative municipal building study, working on putting together a list of the facility’s needs. Budget workshops were completed except for the school. Five new staff members were hired in March, Jim Flanders-Code Enforcement, Audra Fleury-Town Clerk, Trevor Tucker-Public Works Foreman, Karl Morse-Foreman over Parks maintenance and Sewer operations and Amanda Husson- Dispatcher.

Jim Flanders introduced himself as the new Code Officer, hopeful of having the backlog of permits and questions by the end of the month. Reminded people about the new property maintenance ordinance and to contact him with any questions.

Interim Fire Chief Scott Bolduc introduced the two new employees, Michael Murphy, and Michelle Grass. Captain Capp received his AEMT license (Advanced Emergency Medical Technician), Crawford and Greenberg took training in advance ladder operations, Capp and Bolduc attended a 3-day conference at Sunday River aggressive incident command and fire attack.

Motion by Mr. West to approve the reports as presented; 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.

**PUBLIC COMMENT**

- Letter from Shantara Polizzi regarding Property Maintenance Ordinance was read.
- Michael Ostromecky- Concerns over the Property Maintenance Ordinance, unfair that it was not put to a public vote, that is it wrong for a few people to make the decisions regarding the ordinance and not the whole town would like a list of who is reporting issues to the town.
- Fred Knapik-Supports the Property Maintenance Ordinance and is willing to help anyone in the community that needs to get their property up to the standard.
- Anita Icenhour- Concerned that ordinance will become like an HOA, that people will drive around looking for problems. Is also willing to help, if anyone needs yard help, they can reach her.
- Code Officer, Jim Flanders addressed concerns, there have been 11 complaints made, most of the owners are out of state and do not know the condition of the property. He is willing to work with anyone having a hard time and he is more concerned about safety issues.
- Town Manager LaCroix also addressed the concerns raised.

**TABLED BUSINESS**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

**1. Order #16-2023**

Providing for: Authorization for the Town Manager to sign the amended agreement between the Town of Winslow and the Maine Public Employees Retirement System effective July 1, 2023.

Motion by Mr. Quirion to approve Order No. 16-2023; 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 7-0

**2. Order #17-2023**

Providing for: Authorization for the Town Manager to contract with Hank Farrah Consulting for an amount not to exceed \$14,000 for pre-audit services for the FY2023 year end audit.

Motion by Mr. Quirion to approve Order No. 17-2023; 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

**3. Order #18-2023**

Providing for: Authorization for the Town Manager to execute an agreement for HR & Labor Legal Services with the firm of Preti Flaherty per the attached proposal and engagement letter.

Motion by Mr. Quirion to approve Order No. 18-2023; 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

**4. Resolution #6-2023**

Providing for: Authorization for the Town Manager to proclaim April 30 through May 6 Professional Municipal Clerks Week.

Motion by Mr. Quirion to approve Resolution No. 06-2023; 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

## **DISCUSSION ITEMS**

- Spirit of America  
Nominations can be given to Manager LaCroix in the next couple of weeks, votes need to be submitted to Spirit of America by the beginning of June. We should present awards at a council meeting, to recognize the recipients. Last year's recipients received a letter from the Secretary of State's Office.
- Uncollected Ambulance Fees  
Contacting a collection agency to collect uncollected ambulance fees for nonresidents. A brief discussion follows. The council requested percentage of outstanding bills from Winslow residents, nonresidents, and those on Medicare. Item will be presented at the next council meeting.
- Bank Services  
Finance director Tanya Groce and Manager LaCroix met with Bangor Savings Bank regarding services. Currently there is only one person able to sign checks, it was suggested that we have more than one person, also discussed was moving money from a low interest baring money market account to a higher interest account and the fraud prevention services they offer,
- PSAP Services  
Waterville is looking to reopen their PSAP, since Somerset is no longer able to take our 911 calls. They have the equipment to do so but not the staff. The estimated total for PSAP services and the currently dispatching service is \$163,000.00 per year, an increase of roughly \$30,000.00. Fees are normally set by call volume. A brief discussion follows.

## **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 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

Motion by Mr. Quirion 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. Quirion to adjourn; motion seconded by Mr. Trahan.

Motion passed by unanimous vote 7-0.

Meeting adjourned to 8:17 p.m.

Respectfully submitted by,  
Audra Fleury, Interim Town Clerk