

**TOWN OF WINSLOW, MAINE  
TOWN COUNCIL MEETING  
MINUTES  
Monday, April 11, 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, Public Works Director Paul Fongemie, School Superintendent Peter Thiboutot, and several members of the public.

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

- March 14, 2022

Motion by Mr. Quirion to approve the minutes dated March 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:**

**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. School Superintendent Thiboutot also gave a brief update on the Winslow Public Schools.

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

**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**

None

**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.

***TABLED MARCH 14, 2022***

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

Manager Lacroix stated the Planning Board did meet to discuss and have their formal recommendations for this ordinance which was a vote of six in favor and one abstained. She noted that the Planning Board did not do a finding of facts on this issue which means the Council would not have the formal documentation to move forward at this time and she recommended the Council table this matter until next month’s regular Council Meeting.

**Roll Call Vote:**

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

Motion to take the ordinance off the table for discussion failed 0-7.

2. 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.

***TABLED MARCH 14, 2022***

Motion by Mr. Macklin to take Ordinance No. 04-2022 through Ordinance No. 10-2022 as a group; 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.

Motion by Mr. West to approve Ordinance No. 04-2022 through Ordinance No. 10-2022; 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.

3. 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”. ***Approved as group under Ordinance No. 04-2022.***

4. 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). ***Approved as group under Ordinance No. 04-2022.***

5. 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. ***Approved as group under Ordinance No. 04-2022.***

6. 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. ***Approved as group under Ordinance No. 04-2022.***

7. 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. *Approved as group under Ordinance No. 04-2022.*
8. 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 ~~strikethrough~~ text and adding the underlined text in the attached document. *Approved as group under Ordinance No. 04-2022.*

### **OLD BUSINESS**

9. 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. 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.

10. 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. Quirion to approve Ordinance No. 03-2022; 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.

**NEW BUSINESS**

11. Order No. 06-2022:

An Order Providing for: Authorization for the Town Manager to sign the amended agreement between the Town of Winslow and the Maine Public Employees Retirement System.

Motion by Mr. Quirion to approve Order 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.

12. Order No. 07-2022:

An Order Providing for: Authorization for the Public Works Director to commence the topographic site survey, the preliminary and final design for the project at the Chaffee Brook Pump Station with the funds being allocated from the Sewer Department Fund Balance and the amount not to exceed \$441,000.

Motion by Mr. West to approve Order No. 07-2022; 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.

Motion by Mr. Macklin to waive the second reading of Order No. 07-2022; 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.

### **DISCUSSION ITEMS**

- Spirit of America
  - Mr. Macklin suggested the following who had worked on the local cemeteries: Kit Alexander, Ron St. Amand and Scott Wentworth.
  - Mr. Caron noted that more nominations can be made at next month's Council Meeting.

### **ADJOURN**

Motion by Mr. West to adjourn; seconded by Mr. Trahan. Motion carried by unanimous vote 7-0.

Respectfully submitted by:  
Lisa J. Gilliam, Town Clerk