

TOWN OF WINSLOW, MAINE
TOWN COUNCIL MEETING
MINUTES
Monday, May 9, 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, Assessor Judy Mathiau, Code Enforcement Officer Amos Michaud, School Superintendent Peter Thiboutot and School Board Chairman Joel Selwood. Several residents were also present.

3. Approval of Minutes of Previous Meetings:

- March 14, 2022

Motion by Mr. Caron to approve the minutes as present; 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.

4. Communications:

- Employee Recognition
 - Fire Chief Rodriguez made a presentation of recognition to Adam Burgess for his outstanding efforts during a recent emergency call.
- Kennebec County Fiscal Year 2023 Budget Information'
- Board/Committee Appointment:
 - Catherine M. Nadeau to the Zoning Board of Appeals, Alternate Member

Motion by Mr. Gravel to appoint Catherine Nadeau as an Alternate Member of the Zoning Board of Appeals; 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.

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 presentation of her monthly report.

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

PUBLIC COMMENT

A letter submitted by Rebecca Dean was read, it was regarding her concerns with brown tail moths.

There were no other comments.

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. West to take Ordinance No. 03-2021 off the table for discussion; 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. Quirion to approve Ordinance No. 03-2021; 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.

OLD BUSINESS

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.

Motion by Mr. West to vote on Ordinances No. 04-2022 through 10-2022 as one motion; 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 approve Ordinances No 04-2022 through 10-2022; 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.

1. 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.***

2.

3. 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.*
4. 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.*
- 3.
5. 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.*
6. 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.*
7. 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.*
4. 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.

NEW BUSINESS

5. Order No. 08-2022: An Order Providing for: Authorization for the Town Manager to appropriate \$700,000 from ARPA Funds 3912001-49001 to fund FY2023 Capital Projects.

Motion by Mr. West to approve Order No. 08-2022; 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.

6. Order No. 09-2022:

An Order Providing for: Approval of the Town of Winslow 2022-2023 Fiscal Budget Series in the Amount of \$29,124,995 and to Establish a Tax Due Date and Interest Rate on Taxes Remaining Unpaid.

PUBLIC HEARING

A letter from Ken Fletcher was read which addressed his concerns with the budget. The Town Manager followed up each concern that Mr. Fletcher had.

Mr. Macklin closed the Public Hearing.

Mr. Caron thanked Manager Lacroix and the Department Heads for the work that went into this year's budget.

Manager Lacroix stated there would be a change to the budget with the addition of a stipend for the Deputy Chief's vehicle in the amount of \$2,500.

Motion by Mr. Caron to approve the amendment; 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 Order No. 09-2022 as amended; 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.

7. Order No. 10-2022:

An Order Providing for: Authorization for the Town Manager to renew the Dispatch Services Agreement with the City of Waterville for a period of 3 years per the attached agreement.

Motion by Mr. Quirion to approve Order No. 10-2022; 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.

8. Order No. 11-2022:

An Order 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 FY2022 year end audit.

Motion by Mr. West to approve Order No. 11-2022; 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. West to waive the second reading and approve Order No. 11-2022; 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.

9. Order No. 12-2022:

An Order Providing for: Authorization for the Town Manager to contract Erik Nadeau for Audit services for the FY2022 year end audit.

Motion by Mr. West to approve Order No. 12-2022; 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.

Motion by Mr. Macklin to waive the second reading and approve Order No. 12-2022; 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. Resolution No. 08-2022:

Providing for: Authorization for the Town Manager to appropriate \$500,000 from unanticipated FY2022 revenue to fund FY2022 Capital Projects.

Motion by Mr. West to approve Resolution No. 08-2022; 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.

11. Resolution No. 09-2022:

Providing for: Authorization for the Town Manager to accept \$200,000.00 in state funding and \$50,000.00 in loan forgiveness from the Maine Department of Environmental Protection for the Chaffee Brook Pump Station upgrades.

Motion by Mr. West to approve Resolution No. 09-2022; 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.

DISCUSSION ITEMS

- Spirit of America
Mr. Macklin nominated three members of the Cemetery Committee for the award. The Council took a roll call vote to approve the nominations:

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.

Mr. Quirion stated it was not appropriate to have an official vote on this item since it was a discussion only and not a resolution.

- Brown Tail Moth
Manager Lacroix spoke briefly on the Brown Tail Moth issue facing the community.
- School Budget Referendum Ballot
It was noted that the ballot for this years School Budget Referendum will include two questions for the approval of the budget and asking if the voters would like to continue voting each year on the budget referendum.

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. 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.

ADJOURN

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

Motion carried by unanimous vote 7-0.

Meeting adjourned at 7:35 p.m.

Respectfully submitted by,
Lisa J. Gilliam