

**TOWN OF WINSLOW, MAINE
TOWN COUNCIL MEETING
MINUTES
Monday, May 8, 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, Town Clerk Audra Fleury, Interim Public Safety Director Leonard Macdaid, Deputy Fire Chief Scott Bolduc, Public Works Director Paul Fongemie, Finance Director Tanya Groce, School Superintendent Peter Thiboutot, School Board Chairman Joel Selwood, Code Officer Jim Flanders, and several members of the Winslow Fire Department and members of the public.

3. Approval of Minutes of Previous Meetings:

- April 10, 2023

Motion by Mr. West to approve the minutes 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 approve passed by unanimous vote 7-0.

- April 24, 2023

Motion by Mr. Macklin to make a correction to the minutes as presented; Motion seconded by Mr. Caron.

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.

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

4. Communications:

- Employee Recognition-Winslow EMS Staff, National EMS week is May 21-17, 2023, a plaque was to Deputy Fire Scott Bolduc on behalf of all Winslow EMS staff. A special thank you to all the EMS providers that service Winslow residents and those in the surrounding communities.
- Erik Nadeau, CPA, MBA-Presentation on Audit- presentation via Zoom and PowerPoint regarding the audit for fiscal year 2022.
- Jacob Lavarney-Presentation on Urban Development & Infrastructure -Advocate for Strong Towns, a non-profit nonpartisan advocacy organization, presentation on finance and parking and how land use policy damages the ability to fund itself. Parking minimums should be repealed.
- Boards/Committee Appointment:
Jacob Lavarney-Safety Committee

Motion by Mr. West to accept the appointment; 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 approve 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 LaCroix reviewed her monthly report for the council. Town is seeking federal funds to clean Fort Halifax Park after last week's rain caused flooding. Work is unable to be started right away, the ground is still too wet for large equipment. Thanks to the Public Works crews for keeping damage in town to a minimum. Ticonic Bridge work has started causing minor traffic issues. She thanked Department heads and Sherie Fisher for the budget presentation.

Peter Thiboutot gave a brief overview of the new elementary addition; it is on schedule and budget. The schools are reviewing school safety and updating safety plans. They have filed for a COPS grant, it is a federal grant, and the school could be awarded up to 77,000.00 for new security cameras, keyless entry, and walkie-talkies.

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

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.

PUBLIC COMMENT

None

TABLED BUSINESS

None

OLD BUSINESS

1. Order No. 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. West to approve Order No. 16-2023; 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 approve passed by unanimous vote 7-0

2. Order No. 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. West to approve Order No. 17-2023; 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 approve passed by unanimous vote 7-0

3. Order No. 19-2023:

Providing for: Approval of the Town of Winslow 2023-2024 Fiscal Budget Series in the Amount of \$31,036,731.00 and to Establish a Tax Due Date and Interest Rate on Taxes Remaining Unpaid.

Councilor Caron thanked everyone for the work time and effort put into the budget.

Councilor Quirion made a motion to make an amendment to the budget and cut \$150,000.00; there was no second to the motion.

Motion by Mr. West to approve Order No. 19-2023; motion seconded by Mr. Macklin.

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 a vote 6-1 with Councilor Quirion voting no.

NEW BUSINESS

4. Order No. 20-2023

Providing for: Authorization for the Town Manager to renew the Information Technology Services Agreement with the City of Waterville for a One-Year Term.

Motion by Mr. West to approve Order No. 17-2023; 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 approve passed by unanimous vote 7-0

5. Order No. 21-2023

Providing for: Authorization for the Town Manager to sign a contract with Eastwood Contractors for the storm drain and sewer replacement project on the Cushman Road with the amount not to exceed \$2,600,000.

There were three bids, only \$1,600.00 separated the 2 lowest bids.

Motion by Mr. Quirion to approve Order No. 21-2023; 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

Motion by Mr. West to waive the second reading; 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

Motion to waive the second reading approved by unanimous vote 7-0.

6. Order No. 22-2023

Providing for: Authorization for the Town Manager to sign a contract with Wyman & Simpson for phase 1 of the Chaffee Brook Pump Station Upgrades, specifically the new force main across the Kennebec River with the amount not to exceed \$2,400,000.

Bids were well over the anticipated bid amounts by roughly 1 million dollars.

Motion by Mr. West to approve Order No. 22-2023; 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 approve passed by unanimous vote 7-0

Motion by Mr. Caron to waive the second reading; 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 waive the second reading approved by unanimous vote 7-0.

7. Order No. 23-2023

Providing for: Authorization for the Town Manager to sign a contract with Jamie Ward dba Maine-ly Paving Services, LLC for a three-year paving contract.

Discussion regarding bid, contract, and quality of work by Maine-ly Paving. Figures are for the first year with escalator included. Amounts will change per year depending on the price of asphalt. Past contracts have been with Pike Industries, Inc., we are familiar with Pike's work and have been satisfied with their work. Too many unknowns going forward with Maine-ly Paving. The difference is the bid amounts 40,000.00.

Motion by Mr. Macklin to amend Order No. 23-2023 to strike out Jamie Ward dba Maine-ly Paving Services adding Pike Industries, Inc., knowing Pike is not the low bid we feel that based on past experience between the Town and Pike they are the best contractor for this job; 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 vote of 6-1 with Councilor Quirion voting no.

Motion by Mr. Macklin to approve Order No. 23-2023 as amended; 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 vote of 6-1 with Councilor Quirion voting no.

Motion by Mr. Macklin to waive the second reading; 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

Motion to waive the second reading approved by vote of 6-1 with Councilor Quirion voting no.

8. Resolution No. 07-2023:

Providing for: Application for a Restaurant On-Premises Liquor License (Renewal) by Lucky Panda Inc. d/b/a Lucky Panda, 3 Cushman Road, Unit #2.

Motion by Mr. Quirion to approve Resolution 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 approve passed by unanimous vote 7-0

9. Resolution No. 08-2023

Providing for: Council signatures on the attached letter of support for the Community Concepts grant application to the Self-Help Opportunities Program (SHOP).

Motion by Mr. West to approve Order No. 22-2023; 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 approve passed by unanimous vote 7-0

DISCUSSION ITEMS

- **Uncollected Ambulance Fees**
Interim Public Safety Director Macdaid to provide information on percentage of Winslow and non-Winslow residence that have outstanding bills, according to bill department roughly 10% of non-Winslow residents (\$14,000.00) have outstanding bills. He was asked to speak with the billing department for recommendations on collection agencies.
- **PSAP Services**
Meeting regarding LD-1828, which is supported to allow Waterville to become a PSAP location. Breakdown of cost, current cost is 133,465.00 we will be paying 163,810.00.
- **Drummond Cemetery**
We do not own the cemetery; however, we have been asked to help with fall/spring cleanup and summer mowing so that it is taken care of properly. Information regarding cemetery and plot plans was requested. Council agreed to handle fall/spring cleanup and summer mowing.

- Self Determination Grant-EMS
Possible grant to cover study, there will be no cost to the town. Study to determine to find the best solution for the regions EMS services given the resources available. To participate in the study and apply for the grant we will need a letter of support from the council.
- Junior High School Decommissioning
Brief discussion on boarding the school due to major leak in roof. Currently we are spending money on insurance, electricity, and security systems. Due to leak it is not safe to keep electricity on and the security system needs updating. Mr. Fongemie has been asked to review the building and the cost of boarding it up for safety.
- Marijuana Fees
Our current fees for medical marijuana facility are 250.00-200.00. Fees in surrounding communities are significantly higher than ours. Code Officer Jim Flanders suggested raising fees to \$3,500.00 or \$4,000.00 annually. Ordinance regarding the fee increase and also Recreation Marijuana Facilities be put on the June meeting agenda.
- Flowers for Town-Bruce Poulin
Bruce Poulin has offered to have flower planters built and would donate flowers to be placed on Bay Street, China Road, and Augusta Road. Girl Scouts have volunteered to water them. Town Manager LaCroix has been asked to investigate who is paying for the cost of the materials to build the flower boxes.

EXECUTIVE SESSION

Motion to enter into Executive Session pursuant to 1 M.R.S.A. Subsection 405(6) (E); Consultation with Legal Counsel.

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

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

Motion by Mr. Trahan to Exit 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 approve passed by unanimous vote 7-0

ADJOURN

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

Motion to approve passed by unanimous vote 7-0

The meeting adjourned at 9:09 p.m.

Respectfully submitted by,
Audra Fleury, Town Clerk