

TOWN OF WINSLOW, MAINE
TOWN COUNCIL MEETING
AGENDA
Monday, November 14, 2022, at 6:00 p.m.
Meeting was at the Winslow Public Library

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 Lisa Gilliam, Tax Collector Audra Fleury, Code Enforcement Officer Amos Michaud, Fire Chief Ronald Rodriguez, Deputy Fire Chief Scott Bolduc, Superintendent of Schools Peter Thiboutot, School Board Chairman Joel Selwood, several members of the Planning Board and members of the community.

3. Approval of Minutes of Previous Meetings:

- September 12, 2022
- October 11, 2022 (pending)

Motion by Mr. Quirion to approve the minutes dated September 12, 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 to approve the minutes dated September 12, 2022, passed by unanimous vote 7-0.

4. Communications:

None

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 gave a brief review of her monthly report. She also recognized Chief Rodriguez who had announced his acceptance of a position in Skowhegan as their new Fire Chief. Manager Lacroix thanked Chief Rodriguez and said how he had expanded and elevated the Fire Department during his time here in Winslow, she congratulated him on his new position and wished him well in Skowhegan.

Mr. Macklin announced the Lobster Trap Restaurant had been bought by residents.

Fire Chief Rodriguez recognized two members of his department. First Jeff Reny for receiving his EMS Certification and Waylon Capp for overseeing the donation of bikes to young members of the community.

Police Chief Macdaid said there had been a burglary at Mardens Warehouse that was caught by Winslow Police Officers. The Police Chief said this was a major case involving drugs and stolen items.

School Superintendent Peter Thiboutot gave a brief update on the Winslow Public Schools. He said the school had received a couple of grants recently. He also thanked Chief Rodriguez for his time here in Winslow and wished him well with his new position.

Motion by Mr. Caron to approve the reports as presented; 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 to approve the reports passed by unanimous vote 7-0.

PUBLIC COMMENT

Letter Concerning Assistance for the Elderly was read. There were no other public comments.

TABLED BUSINESS

1. Ordinance No. 14-2022

Providing for: An Amendment to the Winslow Zoning Map to Rezone the following lot on Tax Map 15 Lot 12 located at 120 Augusta Road from High Density Residential to Mixed Use.

Motion by Mr. West to take Ordinance No. 14-2022 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 passed by unanimous vote 7-0.

PUBLIC HEARING

Mr. Macklin opened the public hearing for comments. Adam Lowell spoke about the Ordinance and asked for the Council to support the rezoning of his property.

Hearing no other comments, Mr. Macklin closed the public hearing.

Motion by Mr. Macklin to table Ordinance No. 14-2022; 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 to table Ordinance 14-2022 passed by unanimous vote 7-0.

OLD BUSINESS

2. Ordinance No. 15-2022

Providing for: The Amendment of Ordinance No. 4-2002, "The Administration of General Assistance."

Motion by Mr. West to approve Ordinance No. 15-2022; 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 passed by unanimous vote 7-0.

3. Ordinance No. 16-2022

Providing for: An Amendment to Ordinance No. 04-2021 Agriculture Commission Procedures, Number 1 with a change in language.

Motion by Mr. West to approve Ordinance No. 16-2022; 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 passed by unanimous vote 7-0.

4. Ordinance No. 17-2022

Providing for: An Amendment to the Library Trustees Ordinance, with a change in language to Section 18-23 Purpose and Section 18-30 Letter H.

Motion by Mr. West to approve Ordinance No. 17-2022; 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 passed by unanimous vote 7-0.

5. Ordinance No. 18-2022

Providing for: The Town of Winslow to approve an Ordinance for Property Maintenance.

Motion by Mr. West to approve Ordinance No. 18-2022; motion seconded by Mr. Drapeau.

Motion by Mr. Gravel to amend Ordinance No. 18-2022 by adding the following:

Grass Height Maintenance Zone –

The grass height maintenance standards shall apply to properties in the following areas of the Town of Winslow:

Beginning at the Winslow/Waterville Bridge heading north along the east side of the Kennebec River to the Winslow/Benton Town Line. Then, East along the Winslow/Benton town line to the Sebasticook River. Then, South following the west side of the Sebasticook River, then, continuing south along the west side of the Outlet Stream, commonly known as Mile Brook, to the north side of Veteran Drive. Then, West along the north side of the Veteran Drive and Dunbar Road to the intersection of Augusta Road and Carte Memorial Drive. Then, continuing west to the Kennebec River's east side. Then, north along the Kennebec River to the Winslow/Waterville bridge. In addition to the outlined region, all properties along both sides of the entire length of Augusta Road to the Winslow/Vassalboro town line

Motion for amendment seconded by Mr. Macklin.

Roll Call Vote on amendment to Ordinance No. 18-2022:

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

Motion passed by a vote of 6-1.

Roll Call Vote on motion to approve Ordinance No. 18-2022:

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

Motion passed by a vote of 6-1.

6. Order No. 26-2022

Providing for: Authorization for the Public Works Director to spend up to \$8 Million for upgrades to the Chaffee Brook Pump Station, with grant funding of \$1Million in Earmark Funds and \$200,000 in State Revolving Funds that will lower the amount to borrow to \$6.8 Million.

Motion by Mr. Quirion to approve Order No. 26-2022; 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 passed by unanimous vote 7-0.

NEW BUSINESS

7. Ordinance No. 19-2022

Providing for: Establishment of the Winslow Public Safety Department.

Manager Lacroix explained the proposed function of what a Public Safety Department would be and how it would operate.

PUBLIC HEARING

Mr. Macklin opened the public hearing for discussion.

Fran Hudson spoke and expressed her concern with this idea being put into motion so quickly and without doing a study on it first. She stated she was not in favor of it because there was no room for advancement for those who work in either the Police or Fire Departments. She also expressed her deep respect for Chief Rodriguez who is leaving the department for another job opportunity.

Perley Lachance spoke next and shared his concern with the head of the Public Safety Department being able to successfully oversee both departments, each being so different.

With no further public comments, Mr. Macklin closed the public hearing.

Motion by Mr. West to approve Ordinance No. 19-2022; motion seconded by Mr. Quirion. Discussion followed.

Mr. Caron questioned if this type of structure is necessary for a small community. Mr. Gravel said he thought it would be a good opportunity to give it a six month try. Mr. Quirion said he is neither for nor against the organization of a Public Safety Department, but he would like to have monthly reports on it during the six-month trial. Mr. Drapeau said this type of public safety is the future of municipal government. Mr. Quirion noted this was not the first time this was discussed; he said the Council had discussed it in previous years. Mr. Macklin again reviewed the layout of the Public Safety Department and said it would be worth a six-month trial to see how it goes.

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 to pass the first reading of Ordinance No. 19-2022 passed by a vote of 7-0.

8. Ordinance No. 20-2022

Providing for: An Amendment to the Winslow Zoning Map to create a Mixed-Use zoning overlay on a portion of Tax Maps 14 and 15. The portion is described as all properties abutting Augusta Rd. from Clifford Ave. to a point 231 feet south of Gail St. which includes Tax Map 14 Lots 153, 154, 170, 171, and 172, and Tax Map 15 Lots 9, 10, 11, 12, 57, 58, and 59.

PUBLIC HEARING

Mr. West asked to revoke his sponsorship of Ordinance No. 20-2022 and to remove this item permanently from the agenda. No motion by the Council was necessary.

9. Order No. 27-2022

Providing for: Authorization for the Town Manager to enter a contract with Haley Ward to perform a Municipal Facility Study at a cost not to exceed forty-nine thousand dollars (\$49,000) with funds allocated in the Town Office, Fire Facility and Police Facility capital line items in the FY2023 budget.

Motion by Mr. West to approve Order No. 27-2022; 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 passed by unanimous vote 7-0.

10. Order No. 28-2022

Providing for: Authorization for the Public Works Director to sign the attached revised Letter of Agreement (LOA) with Dirigo Engineering for design engineering services for the Cushman Road and Robert Street stormwater and sewer project.

Motion by Mr. Quirion to approve Order No. 28-2022; 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 passed by unanimous vote 7-0.

11. Order No. 29-2022

Providing for: Authorization for the Town Manager to purchase property abutting the Winslow Elementary School identified as Tax Map 19, Lot 27 from Kennebec River Development Park, hereinafter referred to as KRDP, for the sum of \$80,000.

Mike Joseph asked the Council for clarification on this item. Superintendent Thiboutot spoke on the use of this property for school purposes. A brief discussion followed.

Motion by Mr. West to approve Order No. 29-2022; motion seconded by Mr. Drapeau.

Roll Call Vote:

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

Motion passed by a vote of 6-1.

12. Order No. 30-2022

Providing for: Authorization for the Town Manager to consolidate overtime budgets in the Police and Fire and EMS cost centers into a single overtime line item under each department per the attached list.

Motion by Mr. Macklin to approve Order No. 30-2022; 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 passed by unanimous vote 7-0.

13. Resolution No. 31-2022

Providing for: Authorization for the Town Manager to sign the attached agreement with Maine State Housing for their Maine Water Assistance program (MEWAP).

Motion by Mr. West to approve Resolution No. 31-2022; motion seconded by Mr. Macklin.

Roll Call Vote:

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

Mr. Quirion had stepped out briefly and was not present for the vote. Motion passed by a vote of 6-0.

14. Resolution No. 32-2022

Providing for: Application for an On-Premises Liquor License (renewal) by MacCrillis-Rousseau Post #8835 V.F.W., 175 Veteran Drive.

PUBLIC HEARING

Mr. Macklin opened the public hearing up for comments; hearing none, the public hearing was closed.

Motion by Mr. West to approve Resolution No. 32-2022; motion seconded by Mr. Drapeau.

Roll Call Vote:

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

Motion passed by a vote of 5-0-1 with Mr. Quirion not present and Mr. Trahan abstaining.

15. Resolution No. 33-2022

Providing for: The Approval of an Application for a Special Amusement Permit (renewal) for MacCrillis-Rousseau Post #8835, located at the V.F.W., 175 Veteran Drive, Winslow.

Motion by Mr. West to approve Resolution No. 33-2022; motion seconded by Mr. Macklin.

Roll Call Vote:

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

Motion passed by a vote of 5-0-1 with Mr. Quirion not present and Mr. Trahan abstaining.

16. Resolution No. 34-2022

Providing for: United Way Impact2032 Statement of Endorsement.

Motion by Mr. West to approve Resolution No. 34-2022; motion seconded by Mr. Macklin.

Roll Call Vote:

Y Peter Drapeau

Y Dale Macklin

 Jerry Quirion

Y Ray Caron

Y Joseph Gravel

Y Jeff West

Y Lee Trahan

Motion passed by a vote of 6-0 with Mr. Quirion not present.

17. Resolution No. 35-2022

Providing for: An agreement to provide mutual aid to the Town of Benton for processing motor vehicle registrations.

Motion by Mr. West to approve Resolution No. 35-2022; 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 passed by unanimous vote 7-0.

18. Resolution No. 36-2022

Providing for: Authorization for the Town Manager to Abate Unpaid Personal Property Taxes for six properties which totals \$948.86.

Motion by Mr. Macklin to approve Resolution No. 36-2022; 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 passed by unanimous vote 7-0.

DISCUSSION ITEMS

- **Sunset Heights Project Phasing**
Public Works Director Paul Fongemie reviewed this project with the Town Council. Mr. Fongemie said the cost is approximately \$15 million and it would be a 4-year project, possibly 2-year. The bonding process was discussed, and the Council agreed on it being a 4-year project.
- **Notary Services**
Currently the Town does not charge residents or non-residents who need a Notary service. Town Manager Lacroix and Town Clerk Lisa Gilliam, both suggested it might be a good idea to charge non-residents a fee for this service while continuing to provide it as a free service to Winslow residents. A brief discussion followed. Ms. Gilliam research what other municipalities charge and will present it at the next Council meeting.

EXECUTIVE SESSION

Motion to enter 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. 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 passed by unanimous vote 7-0.

Motion by Mr. Quirion to exit Executive Session; 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 passed by unanimous vote 7-0.

ADJOURN

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

Motion passed by unanimous vote 7-0.

Meeting adjourned at 8:38 p.m.

Respectfully submitted by,
Lisa J. Gilliam, Town Clerk