

Town of Winterport Town Council

MINUTES

Tuesday, January 14, 2020

Call to Order- Chairperson Peter Rioux called meeting to order at 7:00pm

Roll Call Attendance- In attendance was following Council Members Stephen Cooper, Corey Ginn, Peter Rioux, Ann Ronco and Margaret English- Flanagan. Also, in attendance was Town Manager Michael Crooker, Brittany Whittlesey, Joseph Tyler, Philip Foley, Katherine Collins, Sonja Ginn, Dale Ginn, David Nason, Barbara Economy, Brian Richardson, Larry White, Donna Gilbert, Mandy Olver, Annaleis Hafford, Kristen Clark, Steve Long, and Kate Grossman.

Consent Agenda (items marked with an asterisk *)- Stephen Cooper made a motion and Ann Ronco seconded to accept the Consent Agenda. MOTION UNANIMOUS

Adopt Agenda- Stephan Cooper made a motion and Ann Ronco second to adopt the agenda. MOTION UNANIMOUS.

Financial Reports:

January 14, 2020	February 11, 2020
Expenditures/revenue & budget bal. Monthly (Regular Format) Quarterly	Gen Fund Cash Position, Reserves, Trusts, and Investments YTD
Current Year Property Tax	Gen.Fund Gen. Ledger Summary (Detail New)
Liens & Foreclosures Status	

Payroll and Invoice Warrants

A. Payroll through Sunday, January 12, 2020- Motion was made by Corey Ginn and seconded by Margaret English-Flanagan to pay Payroll through Sunday, January 12, 2020. MOTION UNANIMOUS.

B. Invoices through Monday, January 13, 2020- Motion was made by Corey Ginn and seconded by Margaret English- Flanagan to pay Invoices through Monday, January 13, 2020. MOTION UNANIMOUS.

Guest Speakers & Committee Reports

A. Winterport Water & Sewer District- Annaleis Hafford from Olver & Associates and the Winterport Water and Sewer District along with Mandy Olver from Olver & Associates wanted to touch base with the Town Council on where the Winterport Water District Plant upgrades were at this point. Packets were handed out to Town Councilors and members of the audience showing the current funding packages and payment options that they have been able to put together. They gave a project description and project cost. They first explained the grants and loans that they would receive. They explained that roughly 86.61% of the funding for the project was coming from grants. The remaining 13.39% funding would be in loans. Estimating out currently at \$14.5 million dollars. This gives them a rough expectation of a payment schedule and terms. They then gave some back information of the District's user base and the current rates; there are roughly 303 users. They then presented a few examples of funding the payment options that range from the user's bill increasing to absorb the cost, to sharing some of the cost with the town 50/50, and lastly an option of the Town of Winterport takes on the whole cost and dividing it up among the tax payers. They gave a table to show the impact of funding the payment through the three options previously mentioned. They then explained that the previous numbers did not have operation and maintenance cost factored in. They showed a

break down of those current cost and what a breakdown with the various options would look like. They summarized by stating that they would like to meet more with the Town Council and hold a public hearing, and eventually have it addressed at the Town Meeting. They stated that tonight was just an informational meeting to discuss to get things moving. It was asked how long the new plant would last? It is expected to last approximately 40 yrs. Another town resident inquired about the capacity of the new system; wanting to know if more people were to hook into the system would it be able to handle it. Olver and Associates stated that when the new system is designed it should be able to handle any growth to Downtown Winterport. Town Councilor Peter Rioux asked what would happen if once out to bid the cost comes back higher than the 14.5 million. Mandy Olver stated that things like that have happened in the past and they first ask the grant providers for more. One resident asked about the coating of the tank, they were informed that tank is not what gets worn rather it is the innards of the tank that require repair. Town Councilor Ann Ronco asked what the worst-case scenario would be. They were informed worse case would be that the users would have to absorb the entire cost. It was then asked if this plant would be able to receive waste that is pumped from septic tanks to help offset some of the costs to the taxpayers. Annaleis stated that because of the acidity and make-up of the sewage from sitting in the tank that the new plant would not be able to receive septic waste. For that to happen the plant would need to be much bigger.

- B. Conservation Committee- Kate Grossman, President of the Conservation Committee, addressed the Town Council requesting that two proposed Articles be placed on the Warrant in June. The first article is a request for \$20,000 dollars. The Conservation Committee would like to survey the land behind Wagner Middle School. This is estimated at approximately \$5,000.00 dollars. The remaining money would be used for the development of a New Forestry Management Plan. Kate Grossman stated that the cost could range anywhere from \$5,000.00 to 15,000.00. Kate stated that there is also the possibility of a University of Maine student doing some of the work for the Forestry Plan. This would bring the cost down. The second article that the Conservation Committee would like to see on the Warrant in June is more of a bookkeeping request. They are asking that any revenue raised from the Blueberry Hill Field be placed in the Conservation Committee account. Kate stated that she has sent a rough draft of both articles to the Town Manager. It was asked who is the current Town Forester. Kate stated that Ken Stricker was the Town Forester but no one is currently appointed to the position. Town Council asked what the current balance on the account was at this time. Current account has approximately \$12,000.00 dollars. The Town Council asked what the Conservation Committees plans are at this time. Kate stated that they are aimed at preserving due to the prior harvest being very intrusive. The Town Council asked why the Conservation Committee is asking now; Kate stated that they are asking to be placed on the warrant early so that if they get rejected, they can start the petition process.

Input from Citizens on Unscheduled Items- Sonja Ginn, asked the Council why it is that she can no longer have access to the wood chips that are hauled into the dragstrip. She stated that for years she has been taking a few trailers loads worth of wood chips for use on her dairy farm. She states that she only takes 30 ton at a time. She stated that she was informed that if she took any more, she would be in trouble. She stated that they are on town property and she is under the impression that they were free for the taking. David Nason, Road Supervisor stated that had spoken to Sonja previously about it. He stated that there was an agreement with the previous administration, not sure if it is still in place. He stated that the agreement was with Kitchen Brothers. They would take all the brush that the Town has in exchange for all the wood chips as payment. The Town Council asked if there was a sign out there stating not to take the chips. There is currently no sign out there, and after speaking with a law enforcement official, they stated to put a sign out stating not to touch and to put a policy in place. The Town Council asked Town Manager to contact the Kitchen Brothers and ask about the agreement and to then let Sonja know if she can have the chips or not. Town Manager stated that he would make contact with them and get back to Sonja.

Town Manager Presentation- No presentation scheduled.

Schedule of Meetings

- A. Regular meetings of January 28, 2020 and February 11, 2020*

Accept Minutes

- A. Town Council Meeting Minutes of December 17, 2019 & December 30, 2019- Motion was made to accept the December 17th,2019 minutes by Margaret English- Flanagan and seconded by Corey Ginn. MOTION UNANIMOUS. Motion was made by Stephen Cooper to accept the December 30, 2019 minutes, Corey Ginn seconded; Ann Ronco ask that an amendment be made to the roll call portion of the minutes. Minutes currently stated that Ann Ronco and Margaret English- Flanagan were absent, they should be amended to read that Ann Ronco and Margaret English-Flanagan were excused. Three in favor with two abstentions to accept the minutes with amendments to be made as indicated.

Scheduled Items:

Old Business

- A. Ready for Consideration-

1. RFB 4 WD Tractor W/Cab & Attachments- At the previous Town Council meeting, Councilors were given Tractor RFB. Councilor Peter Rioux made a statement about the tractor being a lot of money. Councilor Ann Ronco asked if there were any unnecessary luxuries in the tractor that were not needed. Road Supervisor David Nason stated the there was nothing in the tractor that did not come standard or wasn't necessary. It was then asked by the Town Council if there could be a better deal. Town Manager Mike Crooker stated that he sent out RFB for multiple companies and only received three back. Council member Peter Rioux stated that he wants to see this tractor being taken care of. Discussion was held on the maintenance of the tractor. Dave Nason suggested having the rear wheel wells covered in a Rhino Lining type product to protect against rust. Motion was made by Peter Rioux and seconded by Corey Ginn to accept the bid from Dorr's Equipment to purchase a new tractor.
2. Town Office-Technology and Equipment- Town Manager Mike Crooker advised the Town Council that the Town Office is currently down three computers. The Assessor's, Maureen, and Town Manager's Laptop all need replacing. Town Manager Mike Crooker stated that he was coming to the Council to ask for \$2000.00 dollars to be put towards for purchase of computers. Ann Ronco made a motion and Maggie English-Flanagan seconded to allow Town Manager to spend up to \$2000.00 dollars on Computers for the Town Office to address the unexpected and emergency situation created by the computer problems.
3. Ambulance Service Mailing- Town Manager Michael Crooker stated that he spoke to the Postmaster Ivan at the Post Office and he stated that there would be no problem with the Ambulance Service using the bulk mailing permit. Mike stated that the Town Council also asked the Ambulance Director to give Mike a copy of the survey that he is going to be sending out. Mike stated that he still has not received any documents from the Ambulance Director at this time. Margaret English Flanagan made a motion to table any decision until they can see what will be getting mailed out. Ann Ronco second, MOTION UNANIMOUS.

- B. Pending further action

1. No action.

C. New Business

1. Victoria Grant Civic Center Improvements- Town Manager Mike Crooker stated that there was money put in the budget for repairs to the VGCC. Mike Crooker stated that he was putting together an RFB for the VGCC when his laptop crashed. He stated that he would like to move forward with it, however, needs to know what route the Council wish to take. Original assessment of the work required for the VGCC included an estimate for both clap board replacement and vinyl siding. Councilor Ann Ronco stated she would like to see bids for both for comparison. Mike stated that the double doors also needed repair, that would need to be part of the bid. Mike stated that he has also seen that the ramp and overhang of the VGCC need to be replaced. Town Council agreed to Mike making up RFB and sending them out. Mike stated that he would send to local contractors and place in Bangor Daily News. Town Council agreed that they would like to see a comparison of the two options. Larry White, a local contractor, stated to just be advised that when the bids go out to be specific in what the Town wants.

Legal: None

Appointments/Resignations: None

Correspondence/Significant Items

Outgoing

- a. None

Incoming

1. DM&J – Metal Payment #3320*
2. Code Enforcement & Plumbing Inspector Log December 2019
3. ISO Public Protection Classification (PPC) Program
4. Weekly Construction Summary Water Storage Tank Replacement December 30th & January 6th.

Minutes/Agendas:

1. RSU 22 Board of Directors' Agenda January 8, 2020
2. Waldo County Commissioners Court Session January 16, 2020

Communications:

- A. Town Manager's Report- Town Manager Michael Crooker stated that unless there are any questions, the reports were just information only. He gave a quick update on the Assessor's position, the standings of Foreclosures, and the VGCC scheduling. Ann Ronco asked about what a nonprofit is being charged. Mike stated that there is a nonprofit group that wants to block out time to use the VGCC 3 times a week with no guarantee that it will be used. Mike stated that he did not want to mention which organization it was to just keep it generic. However, he feels that paying residents should be able to use the facilities, especially before nonpaying organizations that are already scheduled to use the building 1 to two other days during the week.
- B. Response to Council Questions-
- C. Council Comments- Steven Cooper asked if anyone has touched base with the Snowmobile club on the discussion from last week. Mike stated that he had sent an email to the Conservation Committee President and thought the Snowmobile Club president was attached to it but he now knows he wasn't. However, he did call the Town Office earlier today and spoke to Maureen and was read the minutes from last council meeting where this issue was discussed. He was okay with the decision of the Town Council to the best of his knowledge.

Peter Rioux stated that at last meeting he brought up the topic of intent to build permits, or essentially building permits. He handed out to the other Council members copies of the law on building codes and a sample of the Town of Monroe's intent to build permit. Peter stated that the reason why he wants this intent to build notice is because we need to do it. It will be a tool for the Assessors and Code Enforcement Officer to use. He stated that after the next census comes out, we will likely have to establish something. He stated that we are getting ready to do the revaluation and does not see a reason to if there is no way to track it after. Peter asked that this topic be placed on the next meeting's agenda. Council agreed.

Signatures:

Executive Sessions: None Scheduled

Adjourn: Motion was made to adjourn at 8:46 pm by Margaret English-Flanagan and seconded by Stephen Cooper. MOTION UNANIMOUS.

NOTE:

Meetings:

Dates & Time of other meetings between January 14th & January 28th, 2020
Conservation Committee January 23rd

Training & Days Off: Monday, January 20th, 2020 Martin Luther King Jr. Day Office Closed

Minutes prepared and respectfully submitted by Brittany Whittlesey

Given under our hands this 14th day of January 2020, at Winterport, Maine.

Stephen Cooper

Margaret English-Flanagan

Corey Ginn

Peter Rioux

Ann Ronco