

MINUTES

Call to Order- Council Chairperson Stephen Cooper called meeting to order at 7:00p.m.

Consent Agenda (items marked with an asterisk *)- Motion was made by Ann Ronco and seconded by Corey Ginn to Consent Agenda. MOTION UNANIMOUS.

Adopt Agenda- Motion was made by Ann Ronco and seconded by Corey Ginn to Adopt the Agenda. MOTION UNANIMOUS.

Financial Reports:

May 19, 2020	June 2, 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, May 31st, 2020- Motion was made by Margaret English Flanagan and seconded by Corey Ginn to pay payroll through Sunday, May 31st, 2020. MOTION UNANIMOUS.

B. Invoices through Monday, June 1st, 2020- Motion was made by Margaret English Flanagan and seconded by Corey Ginn to pay invoices through Monday, June 1st, 2020. MOTION UNANIMOUS.

Guest Speakers & Committee Reports- None

Input from Citizens on Unscheduled Items- None

Town Manager Presentation- No presentation scheduled.

Schedule of Meetings

A. Regular meetings of June 16th, 2020 and June 30th, 2020*

Accept Minutes

A. Town Council Meeting Minutes of May 19th, 2020- Motion was made by Ann Ronco to accept the minutes from May 19th, 2020 Town Council Meeting, seconded by Margaret English Flanagan. MOTION UNANIMOUS.

Scheduled Items:

Old Business

A. Ready for Consideration-

1. 2020-2021 Road Paving Bids- There is currently \$115,000 dollar in the budget from last year. Town Manager stated they would need to get votes from the Town residents prior to signing a contract. Town Manager stated that he called Roundy's and asked for 3 references from them. Ann Ronco stated that she has done some investigating on her own and found not so good reviews. In her opinion for only a matter of \$3,000 dollars the town should go with Wellman Paving. Stephen Cooper seconded what Ann stated. Joe Tyler stated to the council to remember that Wellman's Paving is a local business that spends over \$100,000 dollars in taxes and they do a good job. Peter Rioux stated that back in 2015 there was a no preference vote. It involved Steve Clisham Jr. Peter Rioux stated that he feels it is not good bidding

practice. Margaret English Flanagan stated that she does not want to use Roundy's regardless due to the reviews. Peter Rioux stated that he believes the town should focus on the reviews from the towns that used them. Discussion on subject continued. Motion was made by Ann Ronco and seconded by Stephen Cooper to accept the Wellman Paving bid. Conditional on funding. Vote was 3(Cooper, Ronco, English-Flannagan) -2(Rioux, Ginn). MOTION PASSED.

B. Pending further action-

1. 2020-2021 Proposed Budget & Town Meeting Warrant- Will review and update the warrant info and recommended changes from Budget Workshop.

C. New Business

1. Fire Truck Radiator Replacement/Pump- Town Manager stated that he spoke with the Fire Chief after the questioning of the \$15,000 for Pump Replacement. Fire Chief is here and would like to speak to the Council for clarification. Fire Chief Phil Foley stated that it was his understanding that the \$15,000 was to be put in the capital reserve fund but instead it went in to the annual budget for pump replacement. When initially looking into this he had received pricing for replacement of radiator for Engine 5. One of the quotes was from Joe Tyler for approximately \$10,000 dollars but at the time he was unable to get one. Reliance Fire Equipment also quoted approximately \$15,000. Originally when looking at replacement of the radiator and not knowing if there was enough in the budget Fire Chief spoke with Bangor Radiator about flushing the radiator. After speaking with him, Bangor Radiator could not efficiently flush it due to a lack of proper equipment. The Fire Chief would like to use the pump replacement money to replace the radiator so that Engine 5 will pass the pump test this year. In years past they have been cooling the pump with a garden hose and will not be able to do that now. If unable to cool the pump during testing then the pump will fail and if the pump fails the truck will be required to come out of service. Town Manager stated that it is a huge amount of money and we don't want to lose it but wanted to discuss it with the Town Council before obligating the town and the Town Council was put in the position of having to debate refusing to pay for it. The other matter is if the Fire Chief can secure a contract before the end of the month. Fire Chief stated that he can get a contract in place before end of month. Joe Tyler stated that he can get the radiator for approximately \$10,000 through a wholesaler that he has a good relationship with. He stated that it is approximately a 10-hour job that he will do for the cost of the radiator and absorb the labor fees. Peter Rioux asked what exactly the Fire chief was asking for. Fire chief stated that after speaking with Town Manager there was some question as to whether or not the radiator relates to the pump. Fire Chief stated that the truck itself is the pump and the radiator very much fall under that. Peter Rioux clarified with the Fire chief if the pump was to pump water or is it to pump water on a fire. Fire Chief stated that it is to pump water onto a fire. Peter Rioux stated so it has nothing to do with the radiator. Stephen Cooper stated that yes it does. Fire Chief is just looking for clarification on the wording because it says pump but is being used for a radiator. Council was UNANIMOUS in agreement that the money designated for pump repair could be used for the radiator replacement because it is essentially part of the pump.
2. Purchase and Sale Agreements, A.K.A Buy Back Agreements- Town Manager stated that an individual came to him about entering into a buyback agreement. He was in a previous agreement through the previous tenants. They broke the previous agreement through no payment. He has an opportunity to rent this residence again. He stated to the Town Manager that the new tenants understand there are back taxes owed and the back taxes payment will be included in the rent. The new deal would be a down payment of \$400.00 and \$200.00 a month. That way it can be taken care of in a short amount of time. Ann Ronco made a motion to allow the Town Manager to draw up and enter into a buyback agreement, Peter Rioux

seconded. MOTION UNANIMOUS. Secondly the Town Manager stated that another gentlemen already in a buyback agreement has spoken to him about the agreement.

His current agreement is a down payment of \$150 and \$150 a month. He came in a paid off the remaining balance last week. Town Manager stated that he received one of the 30-day notices in the mail and became concerned. He came in and also paid the estimated \$620.00 on 2021 taxes. The Town does not yet know what the 2021 taxes are yet, and as part of the agreement he has to pay them off to complete the agreement. Town Manager stated that he believes the gentleman is looking for reassurance. Peter Rioux asked Town Manager what he would like to do. Town Manager stated that he feels that the gentleman should continue with the \$150.00 a month. That he must make the minimum payment and not be released from the written agreement until it is confirmed that all of 2021 taxes have been paid. Margaret English Flanagan stated she does not feel he should be released and must pay July/August. Motion was made by Margaret English Flanagan to hold the individual to his agreement, Ann Ronco seconded. MOTION UNANIMOUS.

3. Town of Winterport Excise Tax & Registration Deadline pursuant to Executive Order 53-A FY 19/20.- Copy of the order was included in the Council packet. Town Manager summarized that the Governor Proclaimed a State of Emergency on March 15th, 2020 and has renewed it twice. This Amended order acts on certain matters involving municipalities and the Office of the Secretary of State, especially as it relates to excise tax payments and when they would be due. The prior order stated that 30 days after the State of Emergency expired residents would be required to register vehicles. MMA somehow got involved and asked for more flexibility at the Municipal level regarding this requirement. Therefore, the amended order was issued. It states that State of Maine residents would have up to 30 days after the State of Emergency end, unless the municipality sets its own date. Town Manager read article A subsection 1 & 2. We have met or do meet those requirements. Asking for the ability to set the date from 30 days after the conclusion of the emergency to June 30th, 2020 in the Town of Winterport. There are various reasons, one is to collect back as much of the excise tax we lost and the excise tax yet to be collected. Second is from an accounting stand point. Anything collected after June 30th, 2020 would have to be adjusted back to the previous year's books. Council was all in favor of this.

Legal: None

Appointments/Resignations:

A. Resignations- None

B. Appointments- None

Correspondence/Significant Items

Outgoing

1. None

2. Incoming

1. DM&J Check # 3495 & 3518*

Minutes/Agendas: None

Communications:

A. Town Manager's Report- Town Manager stated that the security company will be in on Thursday to finish the install on the security system. The security system will be up and running once everyone has a code and password. Town Manager provided an update on COVID-19,

stating as of right now as soon as next week we will be opening the office. There will be a limited number allowed in at a time. Once the spit guards and other precautions are in place we can reopen to our regular hours. We will make an announcement before the end of the day Thursday.

B. Response to Council Questions

C. Council Comments- Peter Rioux stated that he would like to revisit the Town Bid Policy. It was adopted back in September 2015; he thinks that maybe the policy should be looked at and fixed. Town Manager stated that when he wrote out the bid request, he wrote it stating that price would not be the only deciding factor. It stated right in bid request that the council has the final say. The council will make the decision based on what is in the best interest of the town. Town Manager stated that the policy can be changed at any time by a vote of the council. It is ultimately up to the Town Council since it is a Council policy. Corey Ginn then made a comment stating about the road paving project in reference to Elm Street. He thinks that instead of reclaiming Elm Street we should just skinny pave and top coat because we do not know what is underneath of it and we do not want it to be another Perkins Road incident. The Town Manager asked if he would be more comfortable if core testing was performed on random spots of Elm Street to see what is underneath. He indicated that would be fine. Margaret English Flanagan asked if that would change the price of the project. Town Manager stated that they would engage in a contract with an outside engineering company since the scope of the work would be outside what was included in paving bid request. Stephen Cooper stated that ultimately it would change the price. Peter Rioux asked what the reclaim would reveal. Corey Ginn stated that the reclaim would be about 4 inches of gravel and that would mix with clay. He stated that because there is no heavy traffic on that road that a shim and top coat would be suitable. Margaret English Flanagan stated that she lives on that road and there is heavy traffic including 3 dump trucks today. Lastly Stephen Cooper asked Tom Skratt about an update on the Equalization. Tom stated that Jackie and her partner Dave have been out on the North Road and the Monroe Road and have had good reception. Only one person called the Town Office to complain. Overall, they are doing well. They are moving the property card from actual cards to computer and doing away with the cards. All the info will be in Trio and easier to access. This will also help cut down on the real estate traffic. Jackie is very pleased with the Winterport community and enjoys working with the Town Office staff. Margaret English Flanagan asked how Trio was working out. Tom stated that TRIO was working okay, however the printer was not connecting and due to a billing dispute, they have not brought back that company yet to fix it.

Signatures:

Executive Sessions: None Scheduled

Adjourn: Motion was made by Ann Ronco and seconded by Corey Ginn to adjourn at 7:51 p.m.

NOTE:

Meetings:

Dates & Time of other meetings between June 3rd, 2020 & June 18th, 2020

Tuesday, June 9th at 7:00 PM Special Town Council Meeting; Wednesday, June 10th at 4:00 PM Board of Assessors.

Training & Days Off:

Town Manager Off June 3rd.

Minutes prepared and respectfully submitted by Brittany Whittlesey.



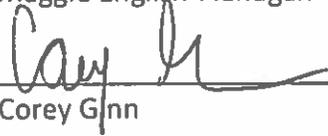
Stephen Cooper

Peter Rioux



Maggie English-Flanagan

Ann Ronco



Corey Ginn