

TOWN OF WINSLOW, MAINE
REGULAR COUNCIL MEETING
Minutes of Meeting
January 14, 2013

At 6:30 p.m. the Council toured the newly renovated Police Department. At 7:00 p.m. Chairman Saint Amand opened the Regular Meeting.

REGULAR MEETING

1. Roll call attendance was taken with seven (7) members present.

Ray Caron, Ken Fletcher, Catherine Nadeau, Jerry Quirion, Steve Russell, Gerald Saint Amand and Benjamin Twitchell.

Michael Heavener, Town Manager was present along with Public Works Director Paul Fongemie.

2. Recite the Pledge of Allegiance.
3. Approval of Minutes of Previous Meetings

Motion by Mr. Quirion and seconded by Mr. Russell that the minutes of the meetings held on December 10 and January 2 be approved. Motion carried. Unanimous.

4. Appointments

Motion by Mr. Russell and seconded by Mr. Quirion to reappoint Pamela Smiley as Registrar of Voters. Motion carried. Unanimous.

5. Communications

- a. Legislative Update
- b. Other

1. Copy of Minutes from Kennebec Water District meetings held November 15, December 6 and December 20.
2. Copy of Winslow School Board Agenda for the December 17 meeting.
3. Copy of Minutes from the Winslow Safety Committee meeting held November 14.
4. Copy of Minutes from Kennebec Sanitary Treatment District meeting held November 15.
5. Copy of Minutes from the Winslow School Board meeting held October 22.
6. Copy of Municipal Review Committee regarding Tipping Fees.
7. Copy of Letter from Kennebec Water District regarding a 5% rate increase.
8. Copy of Letter from Stephan Bunker, President of MMA regarding dues and services.

9. Copy of Invitation to a Community Read-In at St. John Catholic School.

6. Reports of Committees and Commissions

a. Town Manager's Report

PD PROJECT UPDATE

The Police Department will be moving in to their new space on Thursday, January 10th, and Friday the 11th.

We are planning to give the Town Council a tour of the newly renovated Police Department on Monday, January 14th, beginning at 6:30 pm. The regular Council meeting will begin at 7:00 pm.

TAYLOR ROAD PROJECT

Our Public Works Director Paul Fongemie and a Consulting Engineer from Dirigo Engineering will be at the Jan. 14th Council meeting to give the Council an overview of a road reconstruction project being planned for the Taylor Road beginning this spring.

SUMMIT UTILITIES PRESENTATION

Representatives from Summit Utilities will be giving a presentation to the Town Council at the Jan 14th Council meeting. The presentation will be focused on Summit's proposal to bring natural gas to this region.

BUDGET WORKSHOP DATES

In December I proposed the following dates for budget preparation starting at 7:00 pm:

- Monday / March 18th
- Wednesday / March 20th
- Monday / March 25th
- Wednesday / March 27th

Councilor Caron has informed me that he will not be available for the March 18th and 20th meetings. Therefore, I propose the following revised budget preparation schedule:

- Wednesday / March 13th
- Monday / March 25th
- Wednesday / March 27th
- Monday / April 1st

We can discuss this revised schedule at the Council meeting on the 14th.

PUBLIC ACCESS OFFICER

In the Council packet is Resolution No 3-2013, which if approved would appoint me as the town's Public Access Officer. Recent changes to the State's Freedom of Access Act requires that each municipality appoint a Public Access Officer to serve as that municipality's contact person for public record requests.

The resolution also authorizes me to designate Public Access Officer alternates in the Police and Fire Departments.

TOWN OFFICE PROJECT EXTENSION

The final completion date for phase (II) of the town office remodeling project with Peachey will need to be extended from Jan. 14th to the 19th. The availability of the sprinkler heads has caused some delay due to a retooling issue with the manufacturer. Some additional work will also need to be completed in the newly renovated ADA bathrooms.

Resolution 4-2013 in the Council packet will authorize me to extend the final completion date.

COUNCIL APPOINTMENTS

A Town Councilor needs to be appointed to the following:

- 1. Salary Review Committee
- 2. Fair Hearing Authority Board
- 3. KVCOG

Actions taken by the Council during Manager’s Report

Aaron Dyer from Dirigo Engineering and PW Director Paul Fongemie gave a brief summary of the Taylor Road Project.

Mike Duguay from Summit Utilities discussed their plans to pipe natural gas to the area. The council approved the date changes for the Council Budget Workshops.

Motion by Mr. Caron and seconded by Mrs. Nadeau to appoint Mr. Twitchell to the Fair Hearing Board and KVCOG. Motion carried. Unanimous.

Motion by Mr. Russell and seconded by Mr. Twitchell to appoint Mr. Fletcher to the Salary Review Committee. Motion carried. Unanimous.

b. Department Reports

Reports were received from the Assessor, Code Enforcement, Police Department, Public Works, Parks & Recreation and Library.

c. Treasurer’s warrant approved and signed by the Finance Committee during the Month of December.

No. 11.....	\$ 479,211.00
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Total	\$ 479,211.00
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d. Financial Report

Motion by Mr. Russell and seconded by Mr. Quirion to approve all reports. Motion carried. Unanimous.

NEW BUSINESS

1. Resolution No. 3-2013: Providing for the Appointment of a Public Access Officer to Serve as the Contact Person for Public Records Request. (One Reading) Sponsored by Gerald Saint Amand.

Motion by Mr. Russell and seconded by Mr. Quirion to adopt Resolution No. 3-2013.
Motion carried. Unanimous.

2. Resolution No. 4-2013: Providing for Authorization for the Town Manager to Extend the Final Completion Date for Phase II of the Town's Remodeling Project with Peachey Builders. (One Reading) Sponsored by Gerald Saint Amand.

Motion by Mr. Fletcher and seconded by Mr. Quirion to Table Resolution No. 4-2013.
Motion carried. Unanimous.

ADJOURNMENT

Motion by Mr. Quirion and seconded by Mr. Twitchell to adjourn the meeting.
Motion carried. Unanimous.

The meeting adjourned at 7:40 p.m.

ATTEST: _____
Town Clerk of Winslow Maine