

TOWN OF WINSLOW, MAINE
REGULAR COUNCIL MEETING
Minutes of Meeting
November 10, 2014

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 Police Chief Shawn O’Leary and 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. Twitchell that the minutes of the meeting held October 14 be approved. Motion Carried. Unanimous.

4. Communications

- a. Hank Farrah of Runyon Kersteen Ouellette gave a presentation explaining details from the annual audit.
- b. Mike Duguay of Summit Natural Gas updated the council with the 2015/2016 projected work in Winslow.
- c. Other
 1. Copy of Minutes from Kennebec Water District meeting held October 2.
 2. Copy of results from November 4, 2014 Election.
 3. Copy of Letter from DOT regarding resurfacing Route 201.

5. Reports of Committees and Commissions

- a. Town Manager’s Report

PARKS AND RECREATION DIRECTOR

I am pleased to report that I have appointed Jim Bourgion to the position of Parks and Recreation Director. Ten applicants applied for the position, which is part-time, and four of the applicants were interviewed. The Selection/Interview Committee chose Mr. Bourgoin as the most qualified candidate. In the Council packet is Resolution No. 25-2014, which if approved will confirm Mr. Bourgoin’s appointment.

FY2014 FINANCIAL AUDIT PRESENTATION

Hank Farrah from the auditing firm of Runyon, Kersteen and Ouellette will be at our November Council meeting to give a presentation on our FY 2014 financial audit. A copy of the presentation is in the Council packet along with a copy of the completed audit.

FORMER PUBLIC WORKS GARAGE

I contracted with the Maine Valuation Company to provide us with a commercial appraisal for our former Public Works Garage located at 120 Halifax Street. The Appraiser, John Wales, concluded the Market Value of the property is **\$115,000**. He determined that the Highest and Best Use of the property was its current use as a maintenance garage. I have put this topic on our agenda as a discussion item so we can discuss what we would like to do with this property.

COMPANION ANIMAL ORDINANCE

The Companion Animal Ordinance No. 7-2014 has been tabled while the Planning Board (PB) addressed several concerns posed by the Town Council. Attached to this report are the minutes of the PB meeting in which the PB addressed the Council's concerns.

I recommend that the Council remove Ordinance No. 7-2014 from the table so you can discuss the PB's recommendations. Since we have not advertised for the final reading of the ordinance it will need to be tabled again after any amendments. The final reading can take place in December.

TRAFFIC SIGNAL UPGRADE PROJECT

On October 27, 2014, I attended a meeting regarding MDOT's plan to upgrade 5 signalized intersections in Winslow (see attached minutes). The proposed upgrade could occur in 2016 and would give us better control over the traffic flow between certain intersections.

Old Brick Schoolhouse Update

At last month's Council meeting I reported that the heirs of Francis Giddings who live in Maine are willing to convey the Old Brick Schoolhouse to the town. In addition, Thomas Caron assessed the condition of the schoolhouse and I attached his report to my report last month.

Now, this month, I have attached a cost estimate, prepared by Restoration Mason Richard Irons, to make the repairs identified by Thomas Caron. His \$13,500 estimate to do the masonry work involves matching the repairs to the 1804 period. If we are not concerned about making the repairs consistent with the period then the cost would be less. We can discuss this further at our Council meeting on November 10th.

Central Maine Growth Council Update

At an earlier Council meeting I reported that the Growth Council's Executive Director had resigned.

Since then the Growth Council has been re-evaluating how it delivers services. As a result the Growth Council is exploring a closer relationship with the Chamber to take advantage of the Chamber's resources. It is believed this will help the Growth Council to better serve the economic development needs of Fairfield, Oakland, Waterville and Winslow. I will keep you informed of the Growth Council's continuing efforts to better serve our communities.

Summit Natural Gas

Michael Duguay from Summit will be at our meeting on November 10th to provide us with an

update on Summit's planned expansion of Natural Gas into Winslow for 2015.

Fireworks Referendum Results

On the November 4th elections we presented a Non-Binding Referendum Question that included the following three options:

OPTION 1: Should the Town of Winslow exercise the local authority to prohibit the use of fireworks within the town?

OPTION 2: Should the Town of Winslow limit the use of fireworks to certain days of the year?

OPTION 3: Should the Town of Winslow continue to allow the use of fireworks within the town as permitted by state law?

Three thousand seven hundred fifty seven Winslow voters cast their votes as follows:

- Option 1 = 755 (20%)
- Option 2 = 991 (26%)
- Option 3 = 1,532 (41%)
- Blank = 479 (13%)

I have added the Fireworks Referendum Question to the November Council agenda as a discussion item.

Department Reports

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

- b. Treasurer's warrant approved and signed by the Finance Committee during the Month of October.

No. 7.....	\$	935,785.39
No. 8.....	\$	303,993.96
Total	\$	<u>1,239,779.35</u>

- c. Financial Report

Motion by Mr. Russell and seconded by Mr. Twitchell to approve all reports.

Motion carried. Unanimous.

TABLED BUSINESS

- 1. Resolution No. 13-2014: Providing for Approval for an Assignment of the Franchise and the Cable System to Comcast Corporation. (One Reading) Sponsored by Gerald Saint Amand.
- 2. Order No. 7-2014: Providing for the Authorization for the Town Manager to Re-Roof the Fire Department Roof with a fully tapered EPDM Roof at a cost not to exceed \$84,000. (Second Reading) Sponsored by Gerald Saint Amand.

3. Ordinance No. 7-2014: Providing for an Amendment to Winslow Zoning Ordinance Sec. 14-45, Low Density Residential District, Sec. 14-84, Definitions and adding Sec. 14-65C to Article 6, all having to do with Companion Animals. (Second Reading) Sponsored by Gerald Saint Amand.

Motion by Mr. Russell and seconded by Mrs. Nadeau to remove Ordinance No. 7-2014 from the table to discuss amendments from the Planning Board. Motion by Mr. Fletcher and seconded by Mr. Quirion to adopt the amendments and incorporate the changes into the Zoning Ordinance. A roll call vote was taken.

Catherine Nadeau—Yes	Steve Russell—Yes
Jerry Quirion—Yes	Ben Twitchell—Yes
Ray Caron—Yes	Ken Fletcher—Yes
Gerald Saint Amand—Yes	

Motion passed, 7 – 0.

Motion by Mr. Russell and seconded by Mr. Quirion to table Ordinance No. 7-2014 until the December 8 meeting. A roll call vote was taken.

Catherine Nadeau—Yes	Steve Russell—Yes
Jerry Quirion—Yes	Ben Twitchell—Yes
Ray Caron—Yes	Ken Fletcher—Yes
Gerald Saint Amand—Yes	

Motion passed, 7 – 0.

4. Ordinance No. 8-2014: Providing for adding a new section to the Winslow Zoning Ordinance Chapter 14, Building and Property Maintenance Ordinance. (First Reading) Sponsored by Ben Twitchell.

UNFINISHED BUSINESS

1. Order No. 14-2014: Providing for the Abatement of Taxes on Accounts that have been deemed Out of Business, or the Tax Collector has determined that the Collection Costs would be greater than the Taxes to be collected. (Second Reading) Sponsored by Gerald Saint Amand.

Motion by Mr. Quirion and seconded by Mr. Caron to adopt Order No. 14-2014. A roll call vote was taken.

Catherine Nadeau—Yes	Jerry Quirion—Yes
Ken Fletcher---Yes	Ben Twitchell—Yes
Ray Caron—Yes	Steve Russell—Yes
Gerald Saint Amand—Yes	

Motion passed, 7 – 0.

2. Order No. 16-2014: Providing for the Authorization for the Town Manager to Sign a Sixty (60) Month Municipal Lease Purchase Agreement with US Bank for Six (6) Copiers at a total cost of \$40,623.60. (Second Reading) Sponsored by Gerald Saint Amand.

Motion by Mr. Russell and seconded by Mr. Twitchell to adopt Order No. 16-2014. A roll call vote was taken.

Jerry Quirion—Yes	Ken Fletcher—Yes
Catherine Nadeau—Yes	Ben Twitchell—Yes
Ray Caron—Yes	Steve Russell—Yes
Gerald Saint Amand—Yes	

Motion passed, 7 – 0.

NEW BUSINESS

1. Order No. 19-2014: Providing for The Acceptance of Chickadee Trail and a portion of Partridge Lane located in the approve Heartland Estates Subdivision and recorded at the Kennebec County Registry of Deeds. (First Reading) Sponsored by Gerald Saint Amand.

Motion by Mr. Quirion and seconded by Mr. Fletcher to accept the First Reading of Order No. 19-2014. A roll call vote was taken.

Steve Russell—Yes	Catherine Nadeau—Yes
Ken Fletcher—Yes	Jerry Quirion—Yes
Ben Twitchell—Yes	Ray Caron—Yes
Gerald Saint Amand—Yes	

Motion passed, 7 – 0.

Motion by Mr. Twitchell and seconded by Mr. Quirion to waive the Second Reading and adopt Order No. 19-2014. A roll call vote was taken.

Steve Russell—Yes	Catherine Nadeau—Yes
Ken Fletcher—Yes	Jerry Quirion—Yes
Ben Twitchell—Yes	Ray Caron—Yes
Gerald Saint Amand—Yes	

Motion passed, 7 – 0.

2. Order No. 20-2014: Providing for the authorization for the Town Manager to sign a Quitclaim Deed that releases the Town's interest in a parcel of land described on Tax Map 7, Lot 30-001 to Kenneth and Mary Ellen Fletcher. (First Reading)
Sponsored by Gerald Saint Amand.

Motion by Mr. Quirion and seconded by Mr. Twitchell to accept the First Reading of Order No. 20-2014. Mr. Fletcher recused himself from this issue. A roll call vote was taken.

Ray Caron—Yes	Steve Russell—Yes
Ben Twitchell—Yes	Catherine Nadeau—Yes
Jerry Quirion—Yes	Gerald Saint Amand—Yes

Motion passed, 6 – 0.

3. Resolution No. 24-2014: Providing for Authorization for the Town Manager to accept an offer from the Fontaine Oaks Association to acquire three abutting parcels of land from the Town of Winslow. (One Reading) Sponsored by Gerald Saint Amand.

Motion by Mr. Quirion and seconded by Mr. Twitchell to adopt Resolution No. 24-2014.
Motion carried. Unanimous.

4. Resolution No. 25-2014: Providing for Confirming the appointment of Jim Bourgoin of Winslow, Maine to the position of Parks and Recreation Director. (One Reading) Sponsored by Gerald Saint Amand.

Motion by Mr. Quirion and seconded by Mr. Twitchell to adopt Resolution No. 25-2014.
Motion carried. Unanimous.

5. Resolution No. 26-2014: Providing for Application for a Class I Liquor License and Club Catering License (Renewal) by MacCrillis-Rousseau Post #8835 V.F.W., 175 Veteran Drive. (One Reading) Sponsored by Gerald Saint Amand.

Motion by Mr. Quirion and seconded by Mr. Caron to adopt Resolution No. 26-2014.
Motion carried. Unanimous.

6. Resolution No. 27-2014: Providing for a Special Amusement Permit (Renewal) for MacCrillis-Rousseau Post 8835 V.F.W., 175 Veteran Drive. (One Reading) Sponsored by Gerald Saint Amand.

Motion by Mr. Quirion and seconded by Mr. Caron to adopt Resolution No. 27-2014.
Motion carried. Unanimous.

7. Resolution No. 28-2014: Providing for Approval for an Automobile Graveyard/
Junkyard Permit for Roger and Kay Penney d/b/a R &
K Auto Salvage, Morrill Road. (One Reading)
Sponsored by Gerald Saint Amand.

Motion by Mr. Quirion and seconded by Mr. Caron to adopt Resolution No. 28-2014.
Motion carried. Unanimous.

DISCUSSION

The council instructed Mr. Heavener to list the former Public Works Garage with a realtor. The council will form a committee to explore options for PAYT. Chairman Saint Amand, Councilor Fletcher and Councilor Caron will be on the committee. The council would like to meet with the Superintendent early in the Budget process.

EXECUTIVE SESSION

Motion by Mr. Twitchell and seconded by Mr. Saint Amand to enter into Executive Session at 8:54 p.m. pursuant to 1 M.R.S.A. 405(6)(E) Consultations with legal counsel.
Motion carried. Unanimous.

Motion by Mr. Fletcher to exit Executive Session at 9:15 p.m.

ADJOURNMENT

Motion by Mr. Fletcher and seconded by Mr. Caron to adjourn the meeting.
Motion carried. Unanimous.

The meeting adjourned at 9:16 p.m.

ATTEST: _____
Town Clerk of Winslow Maine