TOWN OF WINSLOW, MAINE
REGULAR COUNCIL MEETING
& PUBLIC HEARING
May 9, 2016
7:00 p.m.

PUBLIC HEARING

1. Ordinance No. 3-2016: Providing for the Adoption of the Voluntary Municipal Farm Support Program.

2. Order No. 4-2016: Providing for Approval of the Town of Winslow 2016-2017 Fiscal Budget Series in the amount of $21,685,465.00 and to Establish a Tax Due Date and Interest Rate of Taxes Remaining Unpaid.

REGULAR COUNCIL MEETING

1. Roll Call
2. Recite the Pledge of Allegiance
3. Approval of Minutes of Previous Meeting (April 11).
4. Communications
    a. Legislative Report
    b. Other
5. Reports of Committees and Commission
    a. Town Manager's Report
    b. Department Reports
    c. Finance Committee Report (Treasurer's Warrants)
    d. Financial Report.

TABLED BUSINESS

1. Ordinance No. 2-2016: Providing for Standards for the Keeping of Domesticated Chickens. (Second Reading) Sponsored by Steve Russell.

UNFINISHED BUSINESS

1. Ordinance No. 3-2016: Providing for the Adoption of the Voluntary Municipal Farm Support Program. (Second Reading) Sponsored by Steve Russell.

3. Order No. 4-2016: Providing for Approval of the Town of Winslow 2016-2017 Fiscal Budget Series in the amount of $21,685,465.00 and to Establish a Tax Due Date and Interest Rate of Taxes Remaining Unpaid. (Second Reading) Sponsored by Gerald Saint Amand.

4. Order No. 5-2016: Providing for Authorization for the Town Manager to enter into a Two-Year PSAP Call Handling Agreement with the the Somerset County Communications Center. (Second Reading) Sponsored by Gerald Saint Amand.

NEW BUSINESS

1. Ordinance No. 4-2016: Providing for An Amendment to Winslow Sewer Ordinance, Chapter 10 Sec. 10-11 (a) by deleting the Strikethrough language and adding the underlined Language in the attached document. (First Reading) Sponsored by Gerald Saint Amand.

2. Order No. 6-2016: Providing for the Expenditure of Funds From the Capital Improvement Fund. (First Reading) Sponsored by Gerald Saint Amand.

3. Order No. 7-2016: Providing for An Increase in the Sewer Flow Rate Charge for the Public Sewer Users. (First Reading) Sponsored by Gerald Saint Amand.

4. Resolution No. 13-2016: Providing for Application for a Restaurant (Class I, II, III, IV) Liquor License (Renewal) Beer and Wine Only) by Anima Nikonthet d/b/a Asian Café, 53 Bay Street (One Reading) Sponsored by Gerald Saint Amand.

5. Resolution No. 14-2016: Providing for Authorization for the Town Manager to transfer all the funds from the Ft. Halifax Donation Account (1400401-41436) to the Ft. Halifax Capital Account (2400403-53928). (One Reading) Sponsored by Gerald Saint Amand.

DISCUSSION

- Mobile Homes and Zoning Districts
- Land on White Fish Road

EXECUTIVE SESSION

- Labor Negotiations

ADJOURN COUNCIL MEETING

Town Manager's Report to the Town Council

Submitted by:
Michael W. Heavener
May 4, 2016

Town of Winslow - In the heart of Central Maine representing People, Pride and Progress.

Fort Halifax Days

I'm happy to report that our Fort Halifax Days planning is going very well. The event will be held on Saturday, June 18th, from 1:00 PM to 4:30 PM. There will be reenactments and demonstrations throughout the day by the Howard Company (from Ft. Western) and other reenactors. We will also have food and musical entertainment. The event will be free to the public so families are encouraged to attend.

To help raise money for our park improvement project we will be selling pavers to be engraved with the donor's information. The pavers will then be used as part of the planned display area. We will also be selling cotton tote bags to commemorate the event. To learn more, follow us on Facebook: www.facebook.com/FortHalifaxDays/

Traffic Movement Permit

Due to the new development in our Industrial Park (Millennium Drive) by Wunderlich Properties, LLC we are required to submit a traffic movement permit to the Maine DOT. The reason we are required to submit the permit is because the new development along with existing development is expected to generate 100 to 200 trips to and from the park during various peak times. The primary purpose of the Traffic Movement Permit is to study the traffic patterns to determine if a left hand turning lane will be required on Rt. 201 to enter the Industrial Park. This study could take several months to complete. The cost for both the traffic movement permit and the study could be between $2,000 and $6,000, depending on what Maine DOT will require for the study.

Proposed Sewer Flow Rate Charge Increase

In the Council packet is Order No. 7-2016 which if approved will increase the sewer flow rate charge per 100 cu/ft by $0.40 to $3.00. The average domestic user (63.29 cu/ft) will see an annual increase of $25.32 or $6.33 per quarter. The purpose of the increase is to generate sufficient revenue to help fund much needed sewer improvement projects.

Attached to this report is a document prepared by our Public Works Director that compares our sewer flow rate charge to other communities. As you will see, with the exception of Waterville, we have the lowest charge rates in the area.

Ft. Halifax Donations

Last year I created a "Ft. Halifax Donation" revenue account in the Parks & Rec accounts to help track donations for the park. The donations are currently being used to help fund the park improvement project. Since our revenue accounts laps into the general fund at the end of our fiscal year I would like to stop using that revenue line item and begin using our Ft. Halifax capital account instead. I would also like to transfer the donations collected this year to the capital account as well. I have prepared Resolution No. 14-2016 that will authorize me to transfer the funds mentioned above.

Discussion Items

At our Monday Council meeting I would like to discuss expanding the zoning districts in which mobile homes are allowed. Currently mobile homes are only allowed in the Rural District.

Winslow Public Works
Comparison of Sewer Rates
February 26, 2016

Municipality	Base Rate/Qtr	Base Quantity	Per 100 CF over	Annual User Cost For 8,000 CF	
Existing:					
Waterville	$45.90	1800	$2.55	$204.00	
Winslow	$31.25	none	$2.60	$333.00	
Fairfield	$51.30	1000	$3.80	$357.20	
Greater Augusta	$25.49	none	$4.34	$449.16	
Vassalboro		none	$6.00	$480.00	
Oakland	$50.00	none	$5.25	$620.00	
Hampden		none	9.74	$779.20	
Proposed:					
Winslow	$31.25	none	$3.00	$365.00	9.61%
	$31.25		$3.50	$405.00	21.62%
	$31.25		$4.00	$445.00	33.63%

Throw out high and low, avg then is $447.87

TOWN OF WINSLOW, MAINE

(207) 872-2776 Phone
(207) 872-1999 Fax
www.winslow-me.gov
114 Benton Avenue
Winslow, ME 04901

Public Hearing_____

TOWN COUNCIL **ORDINANCE NO. 4-2016**

AN ORDINANCE

Providing for: An Amendment to Winslow Sewer Ordinance, Chapter 10, Sec.10-11(a) by deleting the strikethrough (~~strikethrough~~) language and adding the underlined (underlined) language in the attached document.

BE IT ORDAINED by the Town Council of the Town of Winslow as follows:

WHEREAS, the Public Works Director requested that Sec. 10-11(a) be rewritten to help address the negative impact the lack of grease, oil and sand interceptors is having on our sewer system; and

WHEREAS, the Planning Board has rewritten Chapter 10, Sec. 10-11(a); now therefore,

BE IT ORDAINED by the Town Council of the Town of Winslow, Maine, that the Winslow Sewer Ordinance, Chapter 10, Sec.10-11(a) be amended by deleting the strikethrough (~~strikethrough~~) language and adding the underlined (underlined) language in the attached document.

SPONSORED BY: Gerald Saint Amand

IN THE TOWN COUNCIL

_____, 2016 First Reading, _____ _____
accepted rejected

_____, 2016 Second Reading, _____ _____
adopted rejected

_____
Town Clerk

APPROVED: _____, 2016

CHAIRMAN: _____

_____ _____

_____ _____

_____ _____

Sect. 10 - 11 Grease, oil and sand interceptors.

(a) All automotive repair businesses, car washes and places that prepare food for sale shall have grease, oil and sand interceptors located to be readily accessible for cleaning and inspection. Existing businesses shall have 90 days from the adoption of this ordinance to become compliant.~~Grease, oil, and sand interceptors (a/k/a traps) shall be provided when, in the opinion of the public works supervisor, they are necessary for the proper handling of liquid wastes containing grease in excessive amounts or any flammable waste, sand or other harmful ingredients. Such interceptors shall not be required for private living quarters or dwelling units. All interceptors shall be located as to be readily and easily accessible for cleaning and inspection~~.

TOWN OF WINSLOW, MAINE

(207) 872-2776 Phone
(207) 872-1999 Fax
www.winslow-me.gov
114 Benton Avenue
Winslow, ME 04901

TOWN COUNCIL **ORDER NO. 6-2016**

AN ORDER
Providing for: The Expenditure of Funds From the Capital Improvement Fund.

BE IT ORDERED by the Town Council of the Town of Winslow as follows:

WHEREAS, the Town of Winslow has adopted a Capital Improvement Plan that includes a Capital Improvement Fund to finance the Capital Improvement Plan as outlined in the Town Charter; and

WHEREAS, the Town Council authorizes expenditures from the Capital Improvement Fund in accordance with the Capital Improvement Plan; and

WHEREAS, the expenditures that are recommended below are those that have been proposed by the Department Heads and approved by the Town Manager; now, therefore,

BE IT ORDERED by the Town Council of the Town of Winslow that the Town Manager is hereby authorized to expend or set aside the following listed expenditures from the Capital Improvement Fund:

2016/2017 Capital Improvements

Administration		
	Industrial Building	9,454.00
Assessing		
	Technology	5,000.00
Computer Equipment		
	Administration Hardware Needs	5,000.00
Police Department		
	Police Radios	5,000.00
	Police Hardware Needs	4,000.00
	Police Vehicles	43,046.00
Fire Department		
	Fire Truck	50,000.00
	Equipment	47,000.00
	Fire Rescue Vehicle	4,000.00
Public Works		
	Street & Roads	200,000.00
	Town Garage	5,000.00
	Storm Drains	77,500.00
	Equipment Needs	20,000.00
Fuel Capital Reserve		
	Surcharge on Fuel Use	4,400.00

Sanitation Dept.		
	Equipment	20,000.00
Recreation Department		
	Recreation Development	5,000.00
	Recreation Equipment	5,000.00
	Sports Track	3,000.00
Fort Halifax Park		
	Park Upgrades	20,000.00
1804 Schoolhouse		
	Improvements	5,000.00
TOTAL CAPITAL IMPROVEMENTS		**$537,400.00**

BE IT FURTHER ORDERED that if for any reason that any balance remains unexpended at the completion of the projects, said balances shall be returned to the Capital Improvement Fund; and

BE IT FURTHER ORDERED that this order becomes effective on July 1, 2016; and

BE IT FURTHER ORDERED that with the exception of the Street and Road construction any single Capital Improvement with a cost of twenty thousand dollars ($20,000.00) or more will be brought before the Town Council for its approval.

SPONSORED BY: **Gerald Saint Amand**

IN THE TOWN COUNCIL

_____, 2016 First Reading, _____ _____
accepted rejected

_____, 2016 Second Reading, _____ _____
adopted rejected

_____
Town Clerk

APPROVED: _____, 2016

CHAIRMAN: _____

_____ _____

_____ _____

_____ _____

TOWN OF WINSLOW, MAINE

(207) 872-2776 Phone
(207) 872-1999 Fax
www.winslow-me.gov
114 Benton Avenue
Winslow, ME 04901

TOWN COUNCIL **ORDER NO. 7-2016**

AN ORDER
Providing for: An Increase in the Sewer Flow Rate Charge for the Public Sewer Users.

BE IT ORDERED by the Town Council of the Town of Winslow as follows:

WHEREAS, the Town Council desires to keep the sewer system self-sustaining by collecting sufficient fees from users to cover the operating costs and capital improvement expenditures; and

WHEREAS, the Town recommends that the sewer rate charge be increased by $0.40 to help fund needed Sewer Capital Improvement projects; now, therefore,

BE IT ORDERED by the Town Council of the Town of Winslow that the flow rate charge for use of the public sewer system be increased from $2.60 per 100 cubic feet to **$3.00 per 100 cubic feet.**

BE IT FURTHER ORDERED that the increase shall take effect July 1, 2016.

SPONSORED BY: **Gerald Saint Amand**

IN THE TOWN COUNCIL

_____, 2016 First Reading, _____ _____
accepted rejected

_____, 2016 Second Reading_____ _____
adopted rejected

_____
Town Clerk

APPROVED: _____, 2016

CHAIRMAN: _____

_____ _____

_____ _____

_____ _____

TOWN OF WINSLOW, MAINE

(207) 872-2776 Phone
(207) 872-1999 Fax

www.winslow-me.gov

114 Benton Avenue
Winslow, ME 04901

TOWN COUNCIL **RESOLUTION NO. 13-2016**

A RESOLUTION

Providing for: Application for a Restaurant (Class I, II, III, IV) Liquor License (Renewal) (beer and Wine Only) by Anima Nikonthet d/b/a Asian Café, 53 Bay Street.

BE IT RESOLVED by the Town Council of the Town of Winslow, as follows:

That an application for a Restaurant (Class I, II, III, IV) Liquor License for Anima Nikonthet d/b/a Asian Café, 53 Bay St., be approved pursuant to Title 28-A, Section 2, Subsection 3, Sections 161 and 161A Section 601, Subsection 1 of the M.R.S.A., as amended.

SPONSORED BY: **Gerald Saint Amand**

IN THE TOWN COUNCIL

_____, 2016 First Reading, and adopted.

_____
Town Clerk

APPROVED: _____, 2016

CHAIRMAN: _____

_____ _____

_____ _____

_____ _____

TOWN OF WINSLOW, MAINE

(207) 872-2776 Phone
(207) 872-1999 Fax
www.winslow-me.gov
114 Benton Avenue
Winslow, ME 04901

TOWN COUNCIL **RESOLUTION NO. 14-2016**

A RESOLUTION

Providing for: Authorization for the Town Manager to transfer all the funds from the Ft. Halifax Donation Account (1400404-41436) to the Ft. Halifax Capital Account (2400403-53928).

BE IT RESOLVED by the Town Council of the Town of Winslow, as follows:

WHEREAS, the donations collected for Ft. Halifax are intended to be used for the Ft. Halifax improvement project; and

WHEREAS, the Ft. Halifax Capital Account is intended to be used for the Ft. Halifax improvement project; now, therefore

BE IT RESOLVED by the Town Council that the Town Manager is hereby authorized to transfer all the funds from the Ft. Halifax Donation Account (1400404-41436) to the Ft. Halifax Capital Account (2400403-53928).

SPONSORED BY: **Gerald Saint Amand**

IN THE TOWN COUNCIL

_____, 2016 One Reading, _____ _____
adopted rejected

_____
Town Clerk

APPROVED: _____, 2016

CHAIRMAN: _____

_____ _____

_____ _____

_____ _____