

**Winterport Town Council Meeting
Tuesday, October 04, 2022
Minutes**

Call to Order: Call to Order at 7:00pm of the Winterport Town Council meeting.

Roll Call: Councilor Higgins, Councilor Cooper, Councilor Ronco, Councilor English-Flannagan and Councilor Kelley all present.

Consent Agenda (items marked with an asterisk *)- Councilor Cooper motioned to accept the Consent Agenda as presented. Seconded by Councilor Ronco. MOTION PASSED UNANIMOUS

Adopt Agenda: Councilor Kelley motioned to adopt the Agenda as presented. Councilor Ronco seconded. MOTION PASSED UNANIMOUS. Councilor Ronco made a motion to amend the Adopt Agenda to remove Executive Sessions from the top of the agenda. Councilor Kelley seconded the amended motion. Motion passed unanimously.

Financial Reports:

| October 4, 2022 | October 18, 2022 |
|---|---|
| Expenditures/revenue & budget bal. Monthly (regular format) Quarterly | Gen fund Cash Position, reserves, Trust and Investments YTD |
| Current Year Property Tax | Gen. Fund, Gen. Ledger summary (Detail New) |
| Liens & Foreclosures | |

Payroll and Invoice Warrants

- A. **Payroll through Sunday, September 25th, 2022-** Councilor Ronco made a motion to pay payroll through Sunday, September 25th, 2022. Councilor English-Flannagan seconded the motion. Motion passed unanimously.
- B. **Invoices through Monday, September 26th, 2022-** Councilor Ronco motioned to pay invoices through Monday, September 26th, 2022. Motion seconded by Councilor Kelley. MOTION PASSED UNANIMOUS. (Councilor Ronco asks that a print- out report on financials be included in the Councilors packets)

Guest Speakers & Committee Reports- None

Input from Citizens on Unscheduled Items-Councilor Kelley gave an update on the Broadband Committee- 16 RPS were sent out to Mission Broadband. Councilor Chair Higgins asked Interim Town Manager Ms. Black if she could be available when the RPS comes back and are ready to be opened? Interim Manager Ms. Black agreed to being available. Mr. Tom Skratt was present to give Council Members an update on the new Property Tax Stabilization for Senior Citizens, 150 applications have been received so far. Mr. Skratt mentions letting Seniors know the deadline for the application is December 1, 2022

Town Manager Presentation- No presentation scheduled.

Schedule of Meetings

- A. October 4th, 2022 & October 18, 2022*

Accept Minutes

- A. Town Council Meeting Minutes of September 20, 2022-** Councilor English-Flannagan motioned to accept the Town Council Meeting Minutes from Tuesday, September 20, 2022. Seconded by Councilor Kelley. **MOTION PASSED UNANIMOUS** (Councilor Kelley found a typo and asks for “except” be changed to “accept” Wendy did make the correction)

Scheduled Items:

A.) Old Business

- 1. Account #430-last chance purchase agreement status-** Property owner was in on October 4, 2022 and paid \$2000.00. Property owner has until December 31, 2022 to bring this account current per the last chance purchase agreement.
- 2. Fire Truck-Chief Foley** was present and provided the Councilor Members with a Blue Print drawing and Specs on a new Pump Fire Truck. Councilor Kelley provided a Grant Application Timeline for a new Pumper Fire Truck (Please see the attached copy). Councilor Kelley also mentions a strategy plan, Plan A-Grant, Plan B- Financing, Plan C- Town raising money. Councilor Kelley also mentioned he needs access to Sams and FEMA Go sites.
- 3. David Nason, Road Paving-** Mr. Nason spoke with the Council Members about using the balance of Paving money to pave the streets/roads, the Monroe Road (emergency) was moved ahead of starting with 6/10th of a mile on the North Road, starting at the Perkins Road going 6/10ths of a mile down the North Road heading towards the Town of Monroe line. Councilor English-Flannagan made a motion to expand the paving funds starting with the North Road. Councilor Cooper seconded the motion. Motion passed unanimously.

B. New Business

- 1. Councilor Chair Higgins** mentions a dangerous tree at Oak Hill Cemetery that needs removal, this tree is within the Towns right away
- 2. Councilor Cooper** asks about Ditching the roads. Mr. Nason replied that he hasn't been able to find anyone willing to do the job.
- 3. Councilor Kelley** asks about the amount of Street Lights that have been out within the town. Interim Town Manger Maureen Black responded letting the Council Member's know that Mr. Stan Bowden went around town and retrieved all the pole numbers that had street lights out. There was a total of 18 lights out from CMP

Legal: None

Appointments/Resignations:

- A. Resignations-** No Resignations
- B. Appointments-** No Appointments

Correspondence/Significant Items

Outgoing

- 1. No Outgoing**

Incoming

1. No Incoming

Minutes/Agendas:

1. Waldo County Commissioners Court Session Agenda

Communications:

- A. Town Manager's Report-Interim Town Manager Ms. Black is waiting on a quote from Kyocera for a Photo Copier. Interim Town Manager Ms. Black has also reposted job openings for Public Works, ACO and Town Manager.
- B. Response to Council Questions- None
- C. Council Comments- Councilor Cooper asks about cutting back Town Council Meeting to once a month. Councilors Higgins and Ronco feel twice a month is necessary for the Residence whom might have concerns and/or issues.

Signatures:

Executive Sessions: None Scheduled

Adjourn: Motion to adjourn by Councilor English-Flannagan at 7:48pm. Motion seconded by Councilor Kelley. MOTION PASSED UNANIMOUSLY

NOTE:

Meetings:

Dates & Time of other meetings between October 4th, 2022 and October 18th, 2022.

Land Use Ordinance Review Committee Wednesday, October 5th, 2022 6:30 p.m. Town Office

Training & Days Off:

Minutes prepared and respectfully submitted by Wendy Wallace.

Stephen Cooper

Tammy Higgins

Maggie English-Flannagan

Ann Ronco

Kevin Kelley

**TOWN OF WINTERPORT PUMPER GRANT APPLICATION TIMELINE
ASSISTANCE TO FIREFIGHTERS GRANTS PROGRAM (AFG)**

| Month | Date | Comments |
|---|------|---|
| November | 15th | Interim Town Manager/SAM Administrator need to insure SAM.GOV is accurate and updated |
| January | 20th | SAM administrator needs to allow grant writer into FEMA. Go |
| | 9th | Grants Applications Open |
| February | 11th | Grant Applications Closes |
| March | 6th | Computer Scoring, Panel Scoring |
| April | 6th | Technical Review |
| | 15th | Grant awards initiated |
| May | 15th | Grant awards end |
| NOTES: | | |
| 1. Procurement of Fire Truck cannot occur before award. | | |
| 2. FEMA is experiencing 24 months before delivery. | | |