

**Winterport Town Council Meeting**  
**Tuesday, November 01, 2022 at 7:00 P.M.**

**Call to Order- Chairperson Tammy Higgins called to order at 7 P.M.**

**Roll Call- Councilors Cooper, Ronco, Higgins and Kelley all present. Councilor English-Flanagan arrived at 7:03 P.M.**

**Consent Agenda (items marked with an asterisk \*) Councilor Ronco made a motion to Consent Agenda, Councilor Copper seconded the motion. Motion passed unanimously.**

**Adopt Agenda-Councilor Cooper made a motion to Adopt the Agenda, Councilor Kelley seconded the motion. Motion passed unanimously.**

**Financial Reports:**

November 01, 2022	November 15, 2022
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, October 30<sup>th</sup>, 2022- Councilor Cooper made a motion to pay Payroll through Sunday October 30<sup>th</sup>, 2022. Councilor Ronco seconded the motion. Motion passed unanimously.

B. Invoices through Monday, October 31<sup>st</sup>, 2022-Councilor Kelley made a motion to pay invoices through October 31<sup>st</sup>, 2022. Councilor Ronco seconded the motion. Motion passed unanimously.

**Guest Speakers & Committee Reports- No speakers or committee reports**

**Input from Citizens on Unscheduled Items- Mr. Joe Tyler was present and spoke of concerns about the new 4 way stop at Monroe Road and Route 69 intersection.**

**Town Manager Presentation- No presentation scheduled.**

**Schedule of Meetings**

A. November 01<sup>st</sup>, 2022, November 15<sup>th</sup>, 2022 and November 29<sup>th</sup>, 2022\*

**Accept Minutes**

A. Town Council Meeting Minutes October 18<sup>th</sup>, 2022- Councilor Kelley made a motion to accept the Town Council Meeting Minutes for October 18<sup>th</sup>, 2022. Councilor Cooper seconded the motion. Motion passed.

**Scheduled Items:**

**A.) Old Business**

1. Items Ready for Consideration- Councilor Chair Higgins asked Councilor Members to decide on a date to go through applications and resumes for the hire of a new Town Manager. Councilor English-Flanagan made a motion to go into Executive Sessions on Wednesday November 9<sup>th</sup>, 2022, at 6 P.M. in the Town Office Meeting Room to look over applicants for a new Town Manager. Councilor Kelley seconded the motion. Motion passed unanimously.

2. Mary-Ann Royal was present with an update for the Council about the Solid Waste Committee. Ms. Royal states she needs one more member to form this committee. She also presented the Council with a sample of the bookmarks she had made up "Adopt a Road Campaign"

#### **B. New Business**

1. Land Use Ordinance Review Committee-Kate Grossman and Jim Gilbert were present and gave an update on the Land Use Ordinance Committee. This committee has been working on updating Site Reviews, Sub-divisions and Shore-line zoning and breaking them down into individual Ordinances and will be ready for legal review in January 2023. After legal review will be presented to the Planning board, Town Council and then to the Town Meeting in June for a vote. This Committee is looking for more members to join. They meet the 1<sup>st</sup> and 4<sup>th</sup> Wednesday of each Month at 6 P.M. in the Town Office Meeting Room.
2. Planning Board- Mr. Jim Gilbert was present and the Planning board Committee is also looking for more members. This Committee meets the 3<sup>rd</sup> Thursday of each Month at the Victoria Grant Civic Center ( Rec. Building 44 Park Drive) at 7 P.M.

**Legal:** None

#### **Appointments/Resignations:**

- A. Resignations- None
- B. Appointments- None

#### **Correspondence/Significant Items**

##### **Outgoing**

1. None

##### **Incoming**

1. None

#### **Minutes/Agendas:**

1. Waldo County Commissioners Court Session Agenda

#### **Communications:**

- A. 1. Town Manager's Report- Outside lighting at VGCC-Interim Town Manager Maureen Black stated she was going to do a trial run after dark with the Ice-Skating Rink lights at the VGCC, she also mentions getting some portable light if necessary (example's tripod lights or Fire Truck lights)
2. Containers at the Transfer Station-Randy is working on getting some quotes on replacing the cardboard container and Interim Town Manager Ms. Black is going to reach out to DM&J about replacements and/or leasing of Containers.
3. Snow Plowing Contract Bond- Interim Town Manager Ms. Black has received the Bond from Hopkins Snow Plowing
4. Printer/Photo Copier- Ms. Black is still waiting for a few quotes and is going to call Transco about upgrading and the pricing.

B. Response to Council Questions- Councilor Cooper asks for a Ditching update, Interim Town Manager Ms. Black states she is waiting for a return call from Wardwell Construction. Councilor Cooper also asks about seeing the Resumes of applicants before Wednesdays meeting. Chairperson Higgins stated Mr. Gerish has put a book together for Council to look at.

Councilor Cooper also asked for an update on the Towns new Website? Councilor Kelley stated he hasn't done anything with the Website. Councilor Kelley asked if the Fire Truck had passed its pump test? Councilor Cooper stated the Fire Truck did pass the pump test.

C. Council Comments-Councilor Kelley mentions if maybe DM&J could put up more fencing to prevent debris from entering the Transfer Station. Councilor Kelley also mentions repairs needed at the Transfer Station such as garage doors, insulation, leaky hydraulic valve and the office roof.

**Signatures:**

**Executive Sessions:** None Scheduled

**Adjourn:** Councilor English-Flanagan made a motion to adjourn at 7:29 P.M. Councilor Ronco seconded the motion. Motion passed unanimously.

**NOTE:**

**Meetings:**

Dates & Time of other meetings between November 1<sup>st</sup>,2022, November 15<sup>th</sup>,2022 and November 29<sup>th</sup>,2022

Land Use Ordinance Review Committee Wednesday.

**Training & Days Off:**

Minutes prepared and respectfully submitted by Wendy Wallace

\_\_\_\_\_  
Stephen Cooper

\_\_\_\_\_  
Maggie English-Flanagan

\_\_\_\_\_  
Ann Ronco

\_\_\_\_\_  
Tammy Higgins

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Kevin Kelley