

Public Notice of the Town of Winterport  
is hereby given that the Town Council  
will hold a meeting on **January 16, 2019** at 7:00 PM  
in the Town Office, 44 Main Street  
to consider the following:

## AGENDA

### Call to Order

Chair Stephen Cooper called meeting to order at 7:00 PM

### Roll Call Attendance

Councilors in attendance were Peter Rioux, Corey Ginn, Steven Clisham, Stephen Cooper, with Ann Ronco being excused.

**Consent Agenda** (items marked with an asterisk \*) Peter Rioux moved and Steven Clisham seconded motion to adopt consent agenda. The motion **PASSED** unanimously.

### Adopt Agenda

Steven Clisham moved and Peter Rioux seconded motion to adopt agenda as presented. The motion **PASSED** unanimously.

### Financial Reports:

January 15, 2019	January 29, 2019
YTD expenditures/revenue & budget bal. Monthly(Regular Format)Quarterly (New Format)	Gen Fund Cash Position, Reserves, Trusts, and Investments
Gen. Fund Gen. Ledger Summary (Detail New)	Current Year Property Tax
	Liens & Foreclosures Status

### Payroll and Invoice Warrants

- A. Payroll through Sunday, December 30, 2018 & January 13, 2019. Peter Rioux moved and Steven Clisham seconded to approve payroll warrants through December 30, 2018 and January 13, 2019. The motion **PASSED** unanimously.
- B. Invoices through Monday, December 31, 2018 & January 15, 2019. Corey Ginn moved and Peter Roux seconded approve invoices through Monday, December 31 & January 15, 2019. The motion **PASSED** unanimously.

### Guest Speakers & Committee Reports

Kate Grossman of the Conservation Committee addressed the Council. Ms. Grossman asked the Council to consider two requests that were included in an email she sent to the town manager and that he forwarded to the Town Council. The committee would like the town council to set up a reserve account for conservation in case the committee is able to obtain grants for the town. The manager reviewed the state statutes that apply to establishing reserve accounts as well as the town charter. It was noted by the Council that an account may have already been established. The town council asked the manager to look into existing trusts. The second issue the committee presented to the Town Council was a summary of a press release that they would like to issue and include in the Town Crier. Discussion ensued regarding the need for approval of all press releases and comments to the press from the Town Council. Peter Rioux moved and Corey Ginn seconded a motion for the Town Manager to serve as the contact

person for approval of all press releases. The motion **PASSED** unanimously. For complete discussion refer to audio.

### **Input from Citizens on Unscheduled Items**

Joe Tyler approached the Town Council to ask if the light at the end of the Goshen Road that had been out for some time could be replaced. It was noted.

Mary Anne Royal and Kate Grossman asked the town Council about the status of the Solid waste Committee. It was noted that the town had a hard time finding volunteers to serve on the committee. It was noted that there was important work that needed to be done regarding solid waste. It was suggested that the town advertise the vacancies again.

Scott Preston of Wellman Paving addressed the Council. Mr. Preston provided the Town Council with a sample mailbox policy. Mr. Preston indicated that his office had been receiving complaints from individuals regarding damage to their mailboxes. He noted that sometimes the people that complained were very angry and rude to his staff. Mr. Preston wanted to reiterate the policy that is in place and ask the town to try to address some of the complaints before they are forwarded to his office. Mr. Preston noted for the Council and those in attendance that state law indicates that if objects are placed in the right-of-way and damage is done to his equipment as a result of hitting those object then the homeowner is liable for the damage. Mr. Preston reiterated that his drivers try not to hit mailboxes or anything else but sometimes it can not be avoided. He also noted that many mailboxes in town are not placed in accordance with post office regulations, which also makes it sometimes difficult to avoid them. The Council indicated that they would look at the policy again and possibly strengthen it.

For complete discussion refer to audio.

### **Town Manager Presentation – N/A**

### **Schedule of Meetings**

- A. Regular meeting of January 29, 2019 and February 12, 2019.

### **Accept Minutes**

- A. Council Minutes December 18, 2018 – (signature book) Peter Rioux moved and Corey Ginn seconded to accept minutes of December 18, 2018 as presented. The motion **PASSED** 3 to 1; Cooper abstention.

### **Scheduled Items:**

#### **Old Business**

- A. Ready for Consideration
  - 1. N/A
  
- B. Pending further action
  - 1. Town Charter – Councilor Clisham – (continued) – Steven Clisham noted that this issue did not need to be addressed tonight but that if there are minor issues or concerns with language in the Charter that Councilors should start to make a note of those items for future discussion to possibly be addressed at the next Annual Town Meeting.
  - 2. Public Works Discussion – Councilor Clisham – (continued)- Steven clisham indicated that he had mentioned to the Town Manager that since this was his first meeting that he probably has not had enough time to familiarize himself with the operations of the department therefore it was likely too soon for a conversation. He suggested it be discussed at a future meeting.
  - 3. Village Roads Documentation – Councilor Clisham – (continued)- Stevn Clisham indicated that he would like to address this issue, especially given what has happened over the past year but feel it is too soon to have this discussion tonight.
  - 4. Transfer Station – Councilor Rioux – (continued)- Councilor Rioux asked if the town ever received anything from the concrete contractor regarding the foundation at the

transfer station. Manager crooker indicated that David Nason and him had met with a contractor at the transfer station last week and that he had just received a quote for work to address the concerns. The manager indicated that he could see where the town had raised \$5,000 to be used for fixing issues with the building but unfortunately the quote exceeded that amount. Peter Rioux noted the need to fix or replace some of the fences at the transfer station that have been damaged. Alternatives to the fences were discussed. Peter Rioux also mentioned concerns about the condition of the materials brought to into the Second Time Around Building as well as placement of materials inside of the building. For complete discussion **refer to audio**.

## **New Business**

- 1 Town Council – Chair & Vice Chair nominations- Stephen Cooper moved that the Chair and Vice Chair positions remain the same. Peter Rioux asked for clarification why he felt that way. Stephen Cooper noted that he had been working with the new manager during this period of transition and felt that it would be easier for the manager since he had been working with Stephen throughout the hiring process and his first few weeks. Joe tyler noted that the policy indicated that the positions had to change every six months. Stephen Cooper referred to the Town Charter that indicates only an election occur at the first meeting of the year after the annual town meeting. Discussion ensued regarding the need to either change the policy or the charter so that they agree. Motion **PASSED** unanimously.
- 2 Yearly Appointments- Due to retirement of Phillip Pitula

Town Manager- Michael Crooker

Tax Collector- Michael Crooker

Treasurer- Michael Crooker

Road Commissioner- Michael Crooker

Health Officer- Michael Crooker

Addressing Officer- Michael Crooker- Steven Clisham moved that the Town Council appoint Michael Crooker to the Town Manager, Tax Collector, Treasurer, Road Commissioner, Health Officer, and Addressing Officer positions seconded by Peter Rioux. Motion **PASSED** unanimously.

- 3 Recommitment of Taxes 2019-2020- due to retirement of Phillip G. Pitula- Manager Crooker noted that since the Town Council previously completed a Certificate of Settlement of taxes with Phil Pitula that the Town Council did not need to take action regarding the commitment of taxes since that obligation belongs to the Board of Assessors.

## **Legal:**

## **Appointments:**

## **Correspondence/Significant Items**

### Outgoing

- 1.
- 2.

### Incoming

1. DM&J – Metal payment #\*
2. Maine Forestry Service – Intent to Harvest

**Minutes/Agendas:**

1. Waldo County Commissioners – Court Session Minutes , 2018
2. Waldo County Commissioners – Court Session Agenda , 2018
3. RSU#22 – Budget Committee Minutes , 2018
4. RSU#22 – Board of Directors Meeting Agenda , 2018
5. RSU#22 – Board of Directors Meeting Minutes , 2018

**Communications:**

- A. Town Manager’s Report
- B. Response to Council Questions –
- C. Council Comments

**Signatures:**

Executive Sessions:

Adjourn:

**NOTE:**

Dates & Time of other meetings between January 15, 2019 & January 29, 2019?

**Meetings:** Planning Board 1/17/19, Cemetery Committee 1/16/19, Recreation Committee 1/15/19, Assessors 1/16/19

**Training & Days Off:**

Minutes prepared by; Michael R. Crooker, Town Manager

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Stephen Cooper

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Ann Ronco

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Steven Clisham

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Corey Ginn

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Peter Rioux