

Winterport Town Council Meeting

MINUTES

Tuesday, April 19th 2022

Call to Order: Call to Order at 7:01pm by Chairperson Higgins.

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

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

Adopt Agenda: Councilor Ronco made a motion to adopt the agenda, Councilor Kelley seconded the motion. Motion passed unanimously.

Financial Reports:

April 19 th , 2022	May 3 rd , 2022
Gen Fund Cash Position, Reserves, Trusts, and Investments YTD	Expenditures/revenue & budget bal. Monthly (Regular Format) Quarterly
Gen. Fund. Gen. Ledger Summary (Detail New)	Current Year Property Tax
	Liens & Foreclosures Status

Payroll and Invoice Warrants

A. Payroll through Sunday, April 17th, 2022- Councilor Cooper motioned to pay payroll through Sunday, April 17th, 2022. Motion seconded by Councilor Ronco. MOTION PASSED UNANIMOUSLY

B. Invoices through Monday, April 18th, 2022- Councilor Cooper motioned to pay invoices through Monday, April 18th, 2022. Motion seconded by Councilor Ronco. MOTION PASSED UNANIMOUSLY

Guest Speakers & Committee Reports- None

Input from Citizens on Unscheduled Items-

Jim Gilbert has asked Council for three things.

1. To update land use ordinance (existing is 13 years old) everything but Shoreline. Mr Gilbert has asked for the Planning Board to have access to a Lawyer to look over things such as wording and legal questions.
2. Town Charter has created a Planning Board and Board of Appeals. The Town does not have a Board of Appeals at this time. Because of upcoming contingents that could be appealed by applicant. Mr Gilbert has ask the Council to consider appointing themselves to the Board of Appeals. Board of Appeals need seven members
3. Emergency funds for a secretary for the Planning Board- Councilor Ronco has asked how much funds are needed to carry out until new fiscal year begins? Mr Gilbert asked for \$50-\$200. Council has invited Mr Gilbert to next Budget Committee meeting scheduled for April 26th, 2022. Mr Gilbert has accepted the invitation.

Mr Gilbert's request will be added to the agenda for the next Council meeting.

Town Manager Presentation- No presentation scheduled.

Schedule of Meetings

A. May 3rd, 2022 & May 17th, 2022*

Accept Minutes

A. **Town Council Meeting Minutes of March 22nd, 2022-** Councilor Ronco motioned to accept the Town Council Meeting Minutes from Tuesday, March 22nd, 2022. Seconded by Councilor English-Flannagan. MOTION PASSED UNANIMOUSLY

Scheduled Items:

A. Old Business

1. Items Ready for Consideration-

a. **Rob Clark Cul-de-sac-** Residents stated that the school busses not using the cul-de-sac seems to have made a difference although it was noted that it was an usually mild winter. Residents also stated the children were walking down Rob Clark to Whig Street to catch the school bus, which isn't ideal. Discussions in reference to the cul-de-sac, Councilor Higgins states its bigger than just its use. In her opinion, it is not something the Town should take on financially, and phase II on said Cul-de-sac was never finished. Councilor Kelley asks about requirements for new Subdivisions. Jim Gilbert said the Planning Board asks for a letter from the Chief of Winterport Fire Department stating there is room to turn a fire truck around. Darrell Ginn stated that if more than four lots it has to have a cul-de-sac and has to be paved. Councilor Cooper mentioned a maintenance easement. Councilor Kelley asked if the town should be fixing the drainage issues? Councilor Ronco mentioned an example from Stockton Springs, where the town had asked the Homeowners Association to bring the road up to code before the town would consider taking it over. Councilor Ronco also asked the Rob Clark Homeowner's Association to put a list of repairs together before the next Council meeting. Manager Crooker is going to get the existing laws together for the types of roads.

2. Items Pending Further Action-

- a.) **Purchase & Sale Agreement Defaults Account #430-**Mr Rancourt was given a tax abatement form to fill out. This was tabled until next Council meeting.
- b.) **Social Archiving Proposal-**Councilor English-Flannagan made a Motion for Manager Crooker to negotiate pricing and terms for Social Archiving and to sign an agreement with them Councilor Ronco seconded the Motion. Motion passed unanimously.

B. New Business

- 1. **Road Paving Bids-**Councilor Ronco made a Motion to accept the bid of Wellman Paving phase one of \$310,670+/-, Councilor English-Flannagan seconded the Motion. Motion passed unanimously. Councilor Ronco made a Motion to accept Wellman Pavings bid of \$244,185.50+/- for phase two pending the Annual Town Meeting vote. Councilor English-Flannagan seconded the Motion. Motion passed unanimously.
- 2. **Salt Bids-**Councilor Ronco made a Motion to accept the New England Salt bid, Councilor English-Flannagan seconded the motion. Motion carries, three in favor and two nays.
- 3. **Cemetery Tree Taping-** Council was okay with this. Persons went to the Cemetery District Board for approval.

4. Vacation Payouts- Council feels its time for an updated/new policy in reference to vacation time for full time employees. Manager Crooker is going to touch base with full time Employees for input for Policy changes. Manager Crooker will let Council know what feedback he has collected.

Legal: None

Appointments/Resignations:

- A. Resignations- No Resignations
- B. Appointments- No Appointment

Correspondence/Significant Items

Outgoing-No outgoing

Incoming-

1. Winterport Free Library Financial Statement

Minutes/Agendas:

1. Waldo County Commissioners Court Session Minutes Agenda April 21,2022

Communications:

- A. Town Manager's Report-
 1. The Town received a letter from DMJ with updated pricing. Manager Crooker will put the proposal from DM&J on the next Town Council Meeting Agenda.
- B. Response to Council Questions- None
- C. Council Comments-

Signatures:

Executive Sessions: None Scheduled

Adjourn: Motion to adjourn by Councilor Higgins at 9:12pm. Motion seconded by Councilor Kelley.
MOTION PASSED UNANIMOUSLY.

NOTE:

Meetings:

Dates & Time of other meetings between April 20th-May 2nd,2022
Wednesday, April 20th,2022 Cemetery Board
Thursday, April 21st,2022 Planning Board, 7:00 P.M. Town Office
Broadband Committee Monday, April 25th,2022, 6:30 P.M. Town Office

Training & Days Off:

Minutes prepared and respectfully submitted by Wendy Wallace.



Stephen Cooper



Maggie English-Flanagan



Kevin Kelley

Tammy Higgins



Ann Ronco