

Winterport Town Council Meeting

MINUTES

Tuesday, May 17, 2022

Call to Order: Chairperson Tammy Higgins call to order at 6:01p.m.

Roll Call: Chairperson Higgins, Councilor Ronco, Councilor English-Flanagan, and Councilor Cooper are present. Councilor Kelley joined via Zoom at 6:35 p.m.

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

Adopt Agenda: Councilor Ronco motioned to adopt the agenda as presented. Councilor English-Flanagan seconded. **MOTION PASSED UNANIMOUSLY.**

Financial Reports:

May 17, 2022,	May 31, 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, May 15, 2022- Councilor Ronco motioned to pay payroll through Sunday, May 15, 2022. Motion seconded by Councilor English-Flanagan. **MOTION PASSED UNANIMOUSLY.**

B. Invoices through Monday, May 16, 2022- Councilor Ronco motioned to pay invoices through Monday, May 16, 2022. Motion seconded by Councilor English-Flanagan. **MOTION PASSED UNANIMOUSLY.**

Guest Speakers & Committee Reports- None

Input from Citizens on Unscheduled Items- Joe Tyler mentioned a pothole that needs attention at the intersection of Stream Road and Airport Road.

Town Manager Presentation- No presentation scheduled.

Schedule of Meetings

A. May 31, 2022 & June 14, 2022.- Councilor Ronco made a motion to excuse the Town Council Meeting for June 14, 2022, due to Election Day. Councilor English-Flanagan seconded the motion. **MOTION PASSED UNANIMOUSLY.**

Accept Minutes

A. Town Council Meeting Minutes of May 17, 2022- Councilor Ronco motioned to accept the Town Council Meeting Minutes from Tuesday May 3, 2022. Seconded by Councilor English-Flanagan. **MOTION PASSED UNANIMOUSLY.**

Scheduled Items:

A. Old Business

1. Items Ready for Consideration

a). **Vacation Payouts & Personnel Policy.** Manager Crooker provided the Council with some examples of policies from other Towns.

Some discussions were: Vacation pay should be used for vacations so people are not getting burnt out; some types of carry over might be okay for emergency purposes; Covid being an example. Manager Crooker could include these exceptions in the policy. With this year being considered a Covid year Council has discussions about carrying some time over for full time employees, no cash outs. If employee leaves employment there will be no cash outs allowed for anytime that is carried over into the new fiscal year.

2. Items Pending Further Action-

b).DM&J Proposal-Renewal Agreement- Councilor Ronco made a Motion to accept the renewal agreements as presented from DM&J. Councilor Cooper seconded the motion. Motion passed unanimously.

B. New Business

1. Town Meeting Warrant-

Budget Committee present: Paula Cote, Joe Tyler, Mary- Ann Royal, Susan Rioux, and Chris Ruge.

Article 4. Councilor Ronco made a motion to recommend as presented. Councilor English-Flannagan seconded the motion. Town Council vote: All in favor 4-0
Budget Committee vote: All in favor 5-0

Article 5. Councilor Ronco made a motion to recommend as presented with first half due date of September 15, 2022 and 4% interest and second payment due date of March 16, 2023 and 4% interest. Councilor Cooper second the motion. Town Council vote: All in favor 4-0
Budget Committee vote: All in favor 5-0

Article 6. Councilor Ronco motioned to recommend yes on Article 6 as presented. Councilor English-Flannagan second the motion. Town Council vote: All in favor 4-0
Budget Committee vote: All in favor 5-0

Article 7. Councilor Copper motioned to recommend yes on Article 7 as presented with a 4% interest rate on abated taxes and to appropriate money out of overlay to pay abatements and interest on abated taxes. Councilor Ronco seconded the motion. Town Council vote: All in favor 4-0
Budget Committee vote: All in favor 5-0

Article 8. Councilor Cooper motioned to recommend yes on Article 8 as presented, related to disposition of tax acquired property. Councilor Ronco seconded the motion. Town Council vote: All in favor 4-0
Budget Committee vote: All in favor 5-0

Article 9. Councilor Cooper motioned to recommend as presented, Department 10 Town Council in the sum of \$25,541. Councilor Ronco seconded the motion. Town Council vote: All in favor 4-0
Budget Committee vote: All in favor 5-0

Article 10. Councilor Ronco motioned to recommend as presented, Department 12 Board of Assessors in the sum of \$32,300. Councilor Cooper seconded the motion. Town Council vote: All in favor 4-0
Budget Committee vote: All in favor 5-0

Article 11. Councilor Ronco motioned to recommend Article 11 as presented with Department 15 benefits in the sum of \$122,929 and Department 17 insurances in the sum of \$16,272 with a total recommended sum for the article of \$139,201. Councilor English-Flannagan seconded the motion. Town Council vote: All in favor 4-0
Budget Committee vote: All in favor 5-0

Article 12. Councilor English-Flannagan motioned to recommend Article 12 Administration Department 20 as presented in the sum of \$274,711. Councilor Ronco seconded the motion. Town Council vote: All in favor 4-0
Budget Committee vote: All in favor 5-0

Article 13. Councilor Cooper motioned to recommend Article 13 as presented with Department 25 Municipal Building in the sum of \$20,306 and Department 70 Victoria Grant Civic Center in the amount of \$7,953 for a total recommended sum of \$28,259. Town Council vote: All in favor 4-0
Budget Committee vote: All in favor 5-0

Article 14. Councilor Cooper motioned to recommend Article 14 Department 30 Planning Board as presented in the sum of \$9,025. Councilor Ronco seconded the motion. Town Council vote: All in favor 4-0
Budget Committee vote: All in favor 5-0

Article 15. Councilor English-Flannagan motioned to recommend Article 15 Department 35 Fire Department as presented in the sum of \$58,386. Councilor Ronco seconded the motion. Town Council vote: All in favor 4-0
Budget Committee vote: All in favor 5-0

Article 16. Councilor English-Flannagan motioned to recommend Article 16 Department 40 Code Enforcement as presented in the sum of \$7,560. Councilor Ronco seconded the motion. Town Council vote: All in favor 4-0
Budget Committee vote: All in favor 5-0

Article 17. Councilor Ronco motioned to recommend Article 17 Department 45 Winter Roads as presented in the sum of \$564,300. Councilor English-Flannagan seconded the motion. Town Council vote: All in favor 4-0
Budget Committee vote: All in favor 5-0

Article 18. Councilor Ronco made a motion to recommend Article 18 Department 50 Road Maintenance as presented in the sum of \$172,777. Councilor English-Flannagan seconded the motion. Town Council vote: All in favor 4-0
Budget Committee vote: All in favor 5-0

Article 19. Councilor Ronco made a motion to recommend Article 19 Department 55 Road Paving and Road Reconstruction in the sum of \$395,000. Councilor Cooper seconded the motion. Town Council vote: All in favor 4-0
Budget Committee vote: All in favor 5-0

Article 20. Councilor Ronco made a motion to recommend Article 20 Department 60 Solid waste in the sum of \$302,925. Councilor English-Flannagan seconded the motion. Town Council vote: All in favor 4-0
Budget Committee vote: 4 in favor and 1 against.

Article 21. Councilor Cooper made a motion to recommend Article 21 Department 65 Recreation Programs in the sum of \$32,508. Councilor Ronco seconded the motion.
Town Council vote: All in favor 4-0
Budget Committee vote: All in favor 5-0

Article 22. Councilor Cooper made a motion to recommend Article 22 Department 75 Community Grounds & Equipment in the sum of \$ 15,400. Councilor Ronco seconded the motion. Town Council vote: All in favor 4-0
Budget Committee vote: All in favor 5-0

Article 23. Councilor Ronco made a motion to recommend Article 23 Department 85 General Assistance in the sum of \$4,300. Councilor English-Flannagan seconded the motion. Town Council vote: All in favor 5-0
Budget Committee vote: All in favor 5-0

Article 24. Councilor English-Flanagan made a motion to recommend Article 24 Department 90-60-35 Memorial Day in the sum of \$400. Councilor Ronco seconded the motion. Town Council vote: 5-0
Budget Committee vote: All in favor 5-0

Article 25. Councilor Ronco made a motion to recommend Article 25 Department 87 Social Serves in the sum of \$7,100., Department 90-60-15 Union Meeting House in the sum of \$700., Department 90-60-25 Winterport Free Library in the sum of \$43,815. Councilor English-Flannagan seconded the motion. Town Council vote: All in favor 5-0
Budget Committee vote: All in favor 5-0

Article 26. Councilor English-Flannagan made a motion to recommend as presented with the estimated pass through of \$1285 to Riverside Riders Snowmobile Club. Councilor Ronco seconded the motion. Town Council vote: All in favor 5-0

Article 27. Councilor English-Flannagan made a motion to recommend Article 27 Department 90-60-55 Cemetery District in the sum of \$56,561. Councilor Ronco seconded the motion. Town Council vote: All in favor 5-0
Budget Committee vote: All in favor 5-0

Article 28. Councilor English-Flannagan made a motion to recommend Article 28 Department 90-60-67 Winterport Volunteer Ambulance Services in the sum of \$250,000. Councilor Ronco seconded the motion. Town Council vote: All in favor 5-0
Budget Committee vote: 4 in favor 1 against

Article 29. Councilor English-Flannagan made a motion to recommend Article 29 Department 96 Animal Control in the sum of \$10,300. Councilor Ronco seconded the motion. Town Council vote: All in favor 5-0
Budget Committee vote: All in favor 5-0

Article 30. Councilor English-Flannagan made a motion to recommend Article 30 Department 97-70-68 Street Lights in the sum of \$18,864 and Department 97-70-70 Hydrants for Fire Protection in the sum of \$89,978. Councilor Ronco seconded the motion. Town Council vote: All in favor 5-0
Budget Committee vote: 4 in favor 1 against.

Article 31. Councilor English-Flannagan made a motion to recommend Article 31 Department 98 Reserves in the sum of \$170,750. Councilor Ronco seconded the motion. Town Council vote: All in favor 5-0
Budget Committee vote: All in favor 5-0

Article 32. Councilor English-Flannagan made a motion to recommend Article 32 fund balance transfer in the sum of \$180,000. Councilor Ronco seconded the motion. Town Council vote: All in favor 5-0
Budget Committee vote: All in favor 5-0

Article 33. Councilor English-Flannagan made a motion to recommend Article 33 Estimated Revenue Authorization in the sum of \$1,738,010. Councilor Ronco seconded the motion. Town Council vote: All in favor 5-0
Budget Committee vote: All in favor 5-0

Article 34. Councilor English-Flannagan made a motion to recommend Article 34 Department 99-311 Local Road Assistance in the sum of \$50,000. Councilor Ronco seconded the motion. Town Council vote: All in favor 5-0
Budget Committee vote: All in favor 5-0

Article 35. Councilor English-Flannagan made a motion to recommend Article 35 Conservation Reserve Account as presented. Councilor Ronco seconded the motion. Town Council vote: All in favor 5-0
Budget Committee vote: All in favor 5-0

Article 36. Councilor English-Flannagan made a motion to recommend Article 36 as presented with a recommendation of yes to vote to appropriate from fund balance to pay for account overdrafts. Councilor Ronco seconded the motion. Town Council vote: All in favor 5-0
Budget Committee vote: All in favor 5-0

Article 37. Councilor English-Flannagan made a motion to recommend Article 37 as presented with a recommendation of yes to accept any gifts, unanticipated donations or pass-through funds. Councilor Ronco seconded the motion. Town Council vote: All in favor 5-0
Budget Committee vote: All in favor 5-0

Article 38. Councilor English-Flannagan made a motion to recommend Article 38 to not increase the property tax limit of \$829,666. Councilor Ronco seconded the motion. All in favor 5-0
Budget Committee vote: All in favor 5-0

Article 39. Councilor English-Flannagan made a motion to recommend Article 39 as presented. Councilor Ronco seconded the motion. All in favor 5-0
Budget Committee vote: All in favor 5-0

Article 40. Councilor English-Flannagan made a motion to recommend Article 40 as presented. Councilor Ronco seconded the motion. All in favor 5-0
Budget Committee vote: All in favor 5-0

Article 41. Councilor English-Flannagan made a motion to recommend Article 41 as presented. Councilor Ronco seconded the motion. All in favor 5-0
Budget Committee vote: All in favor 5-0

Article 42. Councilor English-Flannagan made a motion to recommend Article 42 as presented. Councilor Ronco seconded the motion. All in favor 5-0
Budget Committee vote: All in favor 5-0

Article 43. Councilor English-Flannagan made a motion to recommend Article 43 as presented. Councilor Ronco seconded the motion. All in favor 5-0
Budget Committee vote: All in favor 5-0

Article's 20,28 and 30 amended on warrant

Annual Town Meeting Warrant as amended 2022/2023- Councilor English-Flannagan made a motion to approve Annual Town Meeting Warrant as amended. Councilor Ronco seconded the motion. All in favor 5-0

2. **Application for Abatement of Property Taxes-** Manager Crooker presented the Town Council with documentation on what they could and could not do regarding Abatement of properties, especially as it related to application before them.
3. **Conservation Committee Grant Request-**Mary Ann Royal asked Council for permission to move forward with applying for a grant for Blueberry Hill Nature Trails for maintenance, extending the existing trail(boardwalk) and remarking the trails. Councilor English-Flannagan made a motion to move forward applying for the grant. Councilor Cooper seconded the motion. Motion passed unanimously.
4. **Road Paving Contracts, Bonds & Three-Party Joint Check Agreement-** this will be done in two phases, phase one contract is signed and bonded at this time. Wellman's Bond Company will Bond the second phase and contract will be signed after the Annual Town Meeting . Councilor English-Flannagan made a motion to allow Manger Crooker to sign paving contracts when needed. Councilor Cooper seconded the motion. Motion passed unanimously.
5. **MMA's 2022-2024 Legislative Policy Committee Nominations-** No action taken at this time.

Legal: None

Appointments/Resignations:

- A. Resignations- Councilor Ronco made a motion to accept the Resignations of Noah Burby and Dale Rowley both from the Budget Committee. Councilor English-Flannagan seconded the motion. Motion passed unanimously.
- B. Appointments- No appointments.

Correspondence/Significant Items

Outgoing

1. No Outgoing

Incoming

1. Regan Nickels, RSU 22 FY 2022-2023 Budget update

Minutes/Agendas:

1. Waldo County Commissioners Court Session Agenda, May 5th, 2022
2. Waldo County Commissioners Court Session Minutes, April 21st, 2022

Communications:

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

Signatures:

Executive Sessions:

1. Abatement Request Pursuant to Title 36 Maine Revised Statute Annotated Section 841(2).

Councilor Ronco made the motion to enter Executive Session to discuss an Abatement Request Pursuant to Title 36 Maine Revised Statute Annotated Section 841(2). Councilor English-Flannagan seconded the motion. Motion passed unanimously. Council entered executive session at 7:24 p.m.

Town Council came out of executive session at 8:02 p.m. Councilor English-Flannagan motioned to approve the abatement requests for the 2021 & 2022 tax years pursuant to Title 36 Section 841 (2). Councilor Ronco seconded the motion. Motion passed four for to one against.

Adjourn: Councilor Ronco made a motion to adjourn. Councilor English-Flannagan seconded the motion. Meeting adjourned 8:04 p.m.

NOTE:

Meetings:

Dates & Time of other meetings between May 18th-May 30th, 2022


Cemetery Committee Wednesday, May 19th, 2022

Planning Board, Thursday, May 19th, 2022, 7:00 P.M. Town Office

Broadband Committee Monday, May 23rd, 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