

Town Council Meeting MINUTES
Tuesday, February 23, 2021

Call to Order- Meeting called to order at 7 pm

Roll Call- Councilor Higgins, Councilor Ginn, Councilor English-Flanagan, present, Chair Cooper, present and leading the meeting. Councilor Ronco was able to join the meeting later after resolving a computer issue with Zoom.

Consent Agenda- Councilor English-Flanagan motioned to accept Consent Agenda, Seconded by Councilor Ginn. **MOTION PASSED UNANIMOUSLY.**

Adopt Agenda- Councilor Ginn motioned to adopt the agenda as presented. Seconded by Councilor Higgins. **MOTION PASSED UNANIMOUSLY.**

Financial Reports:

February 23, 2021	March 8, 2021
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, February 21, 2021- Councilor Ginn motioned to pay payroll through Sunday February 21st, 2021. Seconded by Councilor English-Flanagan. **MOTION PASSED UNANIMOUSLY.**
- B. Invoices through Monday, February 22, 2021st- Councilor Higgins motioned to pay invoices through Monday February 22nd, 2021. Seconded by Councilor Ginn. **MOTION PASSED UNANIMOUSLY.**

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

Input from Citizens on Unscheduled Items- None

Town Manager Presentation- No presentation scheduled.

Schedule of Meetings

- A. March 9th, 2021 & March 23rd, 2021*

Accept Minutes

- A. Town Council Meeting Minutes of February 9th, 2021- Councilor English-Flanagan motioned to accept meeting minutes from Tuesday, February 9th, 2021. Motion seconded by Councilor Higgins. **MOTION PASSED** 4-1 Councilor Ginn abstained because of his absence at that meeting.

Scheduled Items:

A.) Old Business

1. Items Ready for Consideration- No Items
2. Items Pending Further Action- No Items

B. New Business

1. State of Maine Winter Salt Bid Participation Request- Town Manager Crooker reported that the Town of Winterport was sent the annual States of Maine's Winter Salt Bid Participation Request to present to the Council for their consideration. The proposal includes at least 75% of the proposed estimated tonnage and would be capped at 120% should the Town Council choose to participate in the bid and sign an agreement under the accepted bid price. The request for bid would not be binding unless the Council accepted the proposal. This bid option allows multiple Municipalities to combine tonnage numbers and potentially receive a "bulk discount". The Council gave permission for Town Manager Crooker to submit the Town of Winterport's information to receive a bid for consideration.
2. COVID-19 Vaccination Resolution- Town Manager Crooker drafted a Resolution per Councilor Higgins request, which he put in the councilor's packets as well as an updated version that had been revised by MMA Legal. Councilor Ginn asked for details and discussion ensued surrounding the topic. See recording for additional details. Councilor Higgins motioned to accept the COVID-19 Vaccination Resolution as amended. No Second was heard. **MOTION FAILED.**
3. Ambulance Services Committee Report- Town Manager Crooker added this item to the agenda tentatively pending submission of the Ambulance Service Committee Report. The report was not ready yet to submit to the Council for review.

Legal: None

Appointments/Resignations:

- A. Resignations- No Resignations
- B. Appointments- Matthew Crosier- Mr. Crosier submitted an application for either the Budget Committee or the Planning Committee. Town Manager Crooker advised the Council that there are currently 6 members on the Budget Committee, but the original doctrine calls for 7 members. There is also 1 vacancy on the Planning Board currently. Councilor Ginn motioned to appoint Matthew Crosier to the Budget Committee. Motion seconded by Councilor English-Flanagan. **MOTION PASSED UNANIMOUSLY.**

Correspondence/Significant Items

Outgoing

1. None

Incoming

1. None

Minutes/Agendas:

1. Waldo County Commissioners Court Session Agenda February 17, 2021

Communications:

A. Town Manager's Report-

1. Town Manager Crooker followed up with MMA about possible legal issues with the roadside brush brought up in the previous meeting. The Council confirmed at last meeting that they did not want to take any further action on the brush and still held that position.
2. Town Manager Crooker would like the Council to consider possible dedication nomination for the Annual Town Report as well as cover picture. Councilor Ronco suggested a nomination but it lacked a second therefore the Town Council decided to add this topic to the agenda for the next meeting.
3. Neighbor's Food Cupboard has requested permission to allow the Lodge to raise funds for an automatic generator to be installed at the Victoria Grant Community Center to keep their perishables from going bad during a power outage. The Council agreed that the fund raising would be okay, but that further information would be needed about potential costs that the Town may incur for installation, possible electrical changes, gas, and maintenance. Town Manager Crooker will gather additional information and report back. The Council also requested that a member of the Food Cupboard or the Fundraising group for the Food Cupboard from the Lodge be present at a one of the upcoming meetings to present their plan.
4. Town Manager Crooker spoke to the common occurrence of accidents at the intersection of Lebanon and Monroe Road. He had been approached by a resident about possibly putting up a flashing beacon or some sort of advisory notification. Historically, the Town has had to pay for the purchase of such signage as well as the maintenance and therefore, has discontinued the use of such signage in other town locations. The Council agreed and asked Town Manager Crooker to price out the possibility of a solar sign instead of a light to potentially reduce costs and future maintenance. Town Manager Crooker will gather the requested information and report back.
5. Town Manager Crooker sought the Council's feedback as to whether he (himself) had to be at the upcoming Planning Board meeting as this is the first time since he has been employed by the Town that they have met. The Council advised him to confirm with Town Clerk Maureen

Black as she is the clerk for the planning board and has attended previously but that they did not think that his attendance would be necessary. There is a proposal to put a multi-family unit on the corner of Lebanon Road and Whig Street.

6. Town Manager Crooker advised the Town Council that there would be documentation available at the Town Office for them to sign from this evening meeting.
- B. Response to Council Questions- Councilor English-Flanagan wanted to touch base about the Council's approval of the Ambulance Service funds. Town Manager Crooker advised that the Council in approving the Warrants earlier in the meeting, they had approved Ambulance Director Logan Craig's request for release of funding in the amount of \$30,000. Councilor English-Flanagan asked for clarification in verbiage provided by MMA as to when the funds were to be released. She wanted clarified whether the funding could be released prior to the completion of the Ambulance Committee Report based on MMA's response. The Council supported their previous approval and did not go back on the release of funds.
- C. Council Comments-
1. Councilor Higgins asked for clarification on the potential for the Town being liable for a HIPAA violation, if the violation occurred while a town employee is acting in the capacity of their job. Town Manager Crooker advised that if the violation occurs while the employee is acting in their capacity of their job that there could be repercussions but that he is by no means a lawyer. Higgins then asked hypothetically, that if there was to be a breach of HIPAA by a Town Employee while acting in their capacity for a position that is not a town employment position but rather work being done for another entity, what would the outcome be in that type of case? Would the Town be at risk? Town Manager Crooker then offered to reach out to MMA Legal Counsel to gain clarity of the situation, if the Council so choose. The Town Council declined to instruct the town manager to consult with legal counsel regarding the hypothetical situation.
 2. Councilor Ginn requested an update on Foreclosure status. Town Manager Crooker advised that he is still pursuing the necessary avenues and that there have been accounts paid off. He also advised that the updated status report would be on the agenda for the next meeting.
 3. Councilor Higgins asked what the email from Randy Cornelius was for in their information packets. Town Manager Crooker advised that he is the reported owner for the company who purchased the land from the state for the property located off of the Main Road. In particular, the property where the mobile homes were being demolished or proposed to be demolished.

Signatures:

Executive Sessions: None Scheduled

Adjourn: Councilor Ronco motioned to adjourn at 8:17 P.M. Seconded by Councilor Ginn.
MOTION PASSED UNANIMOUSLY

NOTE:

Meetings:


Dates & Time of other meetings between February 24, 2021-March 8th, 2021
Monday, March 8th, 2021 Recreation Board Zoom Meeting 6:30 P.M.

Training & Days Off:

Minutes prepared and respectfully submitted by Shannon Benney.



Stephen Cooper



Tammy Higgins



Maggie English-Flanagan

Ann Ronco



Corey Ginn