

Winterport Town Council Meeting

MINUTES

Tuesday, April 20th, 2021

Call to Order: Call to Order at 7:00pm of the Winterport Town Council meeting.

Roll Call: Councilor Higgins (Z), Councilor Ronco(P), Councilor English-Flanagan(Z), and Chairperson Cooper (P) are present. Councilor Ginn is absent, excused. (Z)= on Zoom; (P) = In Person. Public: Kristen Clark (Z), Donna Gilbert (P), Jacob Gran (Z), Annaleis Hafford (P), Mary Anne Royal (Z), and Brian Richardson (Z).

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

Adopt Agenda: Councilor Ronco motioned to adopt the Agenda as presented. Councilor Higgins seconded. **MOTION PASSED UNANIMOUSLY**

Financial Reports:

May 4 th , 2021	May 18 th 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, April 18th, 2021- Councilor Ronco motioned to pay payroll through Sunday, April 18th, 2021. Motion seconded by Councilor Higgins. **MOTION PASSED UNANIMOUSLY.**

B. Invoices through Monday, April 19th, 2021- Councilor Ronco motioned to pay invoices through Monday, April 19th, 2021. Motion seconded by Councilor English-Flanagan. **MOTION PASSED UNANIMOUSLY.**

Guest Speakers & Committee Reports- None

Input from Citizens on Unscheduled Items- None

Town Manager Presentation- No presentation scheduled.

Schedule of Meetings

A. April 20th, 2021 & May 4th, 2021*

Accept Minutes

A. Town Council Meeting Minutes of Tuesday, April 6th, 2021- Councilor Ronco motioned to accept the Town Council Meeting Minutes from Tuesday, April 6th, 2021. Seconded by Councilor English-Flanagan. **MOTION PASSED UNANIMOUSLY.**

Scheduled Items:

A. Old Business

1. Items Ready for Consideration- No Items
2. Items Pending Further Action- None

B. New Business

- 1. Water and Sewer District Debt Service Warrant Article for Annual Town Meeting-**
Town Manager Crooker provided a proposed copy of the warrant article provided by Water and Sewer for consideration by the voters at the annual town meeting this year. Annaleis Hafford advised the Council of the Water District's progress toward facility improvements thus far. The District is requesting the Town authorize and assume responsibility for the indebtedness of the remaining local funds that were loaned for the project. The proposed warrant article is for a 30-year period as that is the longest time a municipality is allowed per statute. Councilor Ronco questioned whether the proposed article address the possibility of a rate increase. Annaleis Hafford explained that that is not generally addressed in a warrant article and advised she would take the Council's feedback to their lawyer for consideration. Town Manager Crooker will forward the warrant article to the town's attorney for review as well. See recording for additional details.

- 2. Subdivision Application Fees and Fee Schedule-** Town Manager Crooker advised the Council at the last meeting that this subject should be on the agenda for review. The office staff found documentation from the minutes of a 2005 Town Council Meeting to support the \$300 Application fee and \$75/lot fee. Code Enforcement Officer Robbins advised the Council that \$500/application and \$100/lot would be appropriate. There is currently an application for a subdivision under consideration and the Council agreed that there should not be a change to fees while an application is active. Councilor Ronco motioned that with the exception of the current applicant, to raise the subdivision application fee to \$500 and the lot fee to \$100/lot. Councilor English-Flanagan seconded.
MOTION PASSED UNANIMOUSLY

- 3. Tax Acquired Property Account #1392-** Taxes on the Property are owed from back in 2018. The office was able to confirm the property owner has passed away. His daughter came into the office to express her interest in it and wanted to know what she needed to do to redeem the property. Ms. Cash advised that there was no personal representative or will in effect but that Mr. John Robbins Sr. was survived by his daughter and son. Town Manager Crooker advised Ms. Cash that even if the Town did accept her payment toward the outstanding balance, that that would not necessarily grant her permissions for or ownership of the property. The only thing that the Municipal Quitclaim Deed would do is release the Town's interest in the property. Ms. Cash would then have to pursue the property legally on her own. Town Manager Crooker asked the Town Council to consider the options and instruct him accordingly. The Council requested that Town Manager Crooker advise Ms. Cash to provide documentation legitimizing her interest in the property before proceeding with payments.

Legal: None

Appointments/Resignations:

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

Correspondence/Significant Items

Outgoing

1. No Outgoing

Incoming

1. Email Regarding Noise and Speed of Traffic Main Rd- The Town Council decided to cover the topic under the Manager's Report Section.

Communications:

A. Town Manager's Report-

1. Mailing- Town Manager Crooker advised the Council that the Non-Binding Advisory Question surveys have been coming back in and that they have a set deadline of Thursday, April 22nd, 2021. So far we have received about 650. 638 have been returned via mail.
2. Email Regarding Noise and Speed of Traffic Main Rd- Town Manager Crooker advised the Council that a resident of the town had approached him via email requesting the town's involvement in a traffic speed study of Main Rd. Town Manager Crooker will contact the DOT for further information and Mr. Richardson will produce a report with his findings and recommendations related to engine brakes and noise complaints.
3. Town Manager's Contractual Provision- Town Manager Crooker asked the Council for their approval to apply for a position on the Maine Municipal Association for the Vice President Position. The Council gave their blessing.
4. Milage Reimbursement- Town Manager Crooker advised the Council that the milage rate payout is currently \$.549/mile and has been for some time. He reports that there traditionally is a fluctuation in the rate per the IRS and that he believes that the municipality should follow suit. Both Town Manager Crooker and Town Clerk Maureen Black who are the primary milage users have agreed not to seek back payment for previous years, but would like the rate to be adjusted and the difference to be paid out to them for the current fiscal year. The Council agrees and will follow the IRS standard rate going forward.

B. Response to Council Questions- None

C. Council Comments- None

Signatures:

Executive Sessions: Motion to enter Executive Session by Councilor Ronco at 7:50 PM Motion Seconded by Councilor English-Flannagan.

Adjourn: Motion to adjourn by Councilor Ronco at 8:50pm. Motion seconded by Councilor English-Flanagan. **MOTION PASSED UNANIMOUSLY.**

NOTE:

Meetings:

Dates & Time of other meetings between March 24th, 2021-April 5th, 2021

Training & Days Off:

Minutes prepared and respectfully submitted by Shannon Benney.



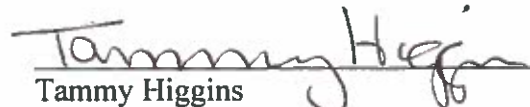
Stephen Cooper



Maggie English-Flanagan



Corey Glan



Tammy Higgins



Ann Ronco