

TOWN OF WINSLOW, MAINE
REGULAR COUNCIL MEETING
Minutes of Meeting
August 10, 2009

REGULAR MEETING

1. Roll call attendance was taken with six (6) members present:

Brad Grant, Paul Manson, Roland Michaud, Catherine Nadeau, Steve Russell and Gerald Saint Amand. James Byrne was absent.

Michael Heavener, Town Manager was present along with attorney Bill Lee and several residents.

2. Approval of Minutes of Previous Meetings:

Motion by Mr. Saint Amand and seconded by Mr. Grant that the minutes of the meeting held on July 13 be approved. Motion carried. Unanimous.

3. Communications

- a. Legislative Update

No Comment

- b. Other

1. Copy of Minutes from Kennebec Water District meetings held July 2.
2. Copy of Letter from the Moen Family expressing their concerns regarding a Nudity Ordinance as Winslow Residents.
3. Copy of KVCOG Newsletter 'The Dispatch'.

4. Reports of Committees and Commissions

- a. Town Manager's Report

PROPOSED CHARTER AMENDMENT UP-DATE

Attached to this report is what I hope will be the final draft of our proposed charter amendments. The biggest proposed change since the last council meeting was to Section 401, which proposes the town manager be employed by contract for a fixed term not to exceed five (5) years as opposed to being appointed for an indefinite term.

If the council agrees with the proposed changes then Bill Lee will prepare an Order for council action at the September council meeting that will put the proposed changes before the voters in November. There will need to be a public hearing on the proposed changes at the September meeting. Assuming the council votes in favor of the Order then a special council meeting will need to be held two weeks later to conduct the second reading. This will give us time to prepare the November ballots for the

charter amendment questions.

TOWN OFFICE ROOF UPDATE

In your packet is Resolution No. 25-2009, which authorizes me to award the roof repair project to the H.T. Winters Company at a cost of \$40,792.00.

The original estimate prepared by Al Hodsdon was \$26,500.00. However, during the pre-bid meeting and inspection it was discovered some additional work would need to be done, which has resulted in higher than expected costs.

COUNCIL CHAMBER AIR CONDITIONER UPDATE

Attached to this report are two separate quotes for the installation of a Ductless split A/C system for the council chambers. We will discuss both quotes at the council meeting on Monday; however, we may want to consider delaying the installation of the A/C system until next year due to the higher than expected roof repair costs.

FORMER FPLE LAND UPDATE

I have spoken with Land Surveyor Elwood Ellis who is very familiar with the Sebasticook River area here in Winslow. I have asked him to attend the Monday night council meeting to explain our options as they relate to surveying our newly acquired land.

MILE BROOK BRIDGE UPDATE

In my last month's report I noted that the Mile Brook Bridge project on the Garland Road would begin in the Summer of 2010. This week Nate Benoint of the Maine DOT contacted me and reported that the project has been delayed one (1) more year due to budgeting issues. Therefore, the project will not start until the Summer of 2011 and is expected to end sometime in the Fall of 2012.

MAINE DEP GRANT AWARD

I am pleased to report that we have been awarded a grant from the Maine DEP for Phase I of our Pattee's Pond Watershed Project. The project is spearheaded by the Pattee's Pond Association under the leadership of Brad Whitaker. The project is the result of a collaborative effort between the Town and the Pattee's Pond Association. The end result will be improved water quality in the Pattee's Pond Watershed.

Total project costs will be \$110,920. The grant award is in the amount of \$59,450. The Town's contribution will be In-kind services in the amount of \$9,650.

CREDIT CARD TRANSACTIONS

I have been in discussions with Bangor Savings Bank regarding offering a program that would allow our tax payers to pay their property taxes with a credit card.

The transaction fee that is paid by the merchant can now be passed on to the customer in the case of municipalities.

No contract is required with the bank and we can end the program at anytime. Anyone using a credit card to pay their property taxes will be charged a 2.50% convenience fee. I hope to have the program up and running for this FY tax collections.

If the program works well I hope to expand it to include non-tax payments made to the town.

LIGHTING EFFICIENCY PROJECT

Orion Ropeworks (ORION) would like to replace 282 inefficient light fixtures in our Industrial Building, which could save them \$2,357 in energy costs.

ORION is proposing that the town pay up to \$45,000 of the costs to replace the light fixtures and they would repay the town that amount over a three (3) year period.

Our lease agreement requires that the town pay for any capital improvements, which we can recoup from the tenant over the life of the project, which in this case would be twenty (20) years. ORION'S proposal is somewhat appealing because we would recoup our costs over just three years and not twenty (see attached proposal by ORION).

In your packet is Resolution No 26-2009, which will allow me to negotiate an agreement with ORION regarding the replacement of the light fixtures.

A SPECIAL THANK YOU FOR THE IMPROVEMENTS TO THE FORT HALIFAX PARK

Most of you have probably noticed that the riverbanks at the Fort Halifax Park have been cleared of brush and debris and many of the trees have been trimmed, which has improved the appearance of the park.

The park improvements are the results of volunteers and Inmates from the Kennebec County Corrections Facility.

Ron LeClair organized a group of volunteers, including two Arborists, who spent many volunteer hours clearing the Park's banks of small brush and debris. Ron even solicited the help of the Kennebec County Sheriff who provided the volunteers with additional manpower through the use of Inmates from the Kennebec County Correctional Facility.

As a result of their hard work the Fort Halifax Park now offers a more expansive view of the Kennebec and Sebasticook Rivers, which provides park goers a more pleasurable experience.

Please join me in expressing a special thank you to the following volunteers for their contribution to this community:

Ron LeClair, Organizer
Art Elwell, Arborist
Jason Fitch, Arborist
Rocky Gravel, Employee
Dillon Gilbert, Student
Brandon Koenig, Student
Irving Morrison, Student
Kennebec County Sheriff's Dept.

PLANNING FOR THE FUTURE

By the Fiscal Year ending in 2018, we will have retired \$437,940 in bond payments from the previous fiscal year. At that time we should be in a good position to address the Police Department's building needs. In addition, the Parks & Recreation Committee has expressed a need for a recreation center and our Library Building will likely need to be replaced.

Now would be a good time to begin identifying our needs and exploring our options so that when the time is right (perhaps in 2018) we will be prepared to maximize our resources to meet our needs.

COUNCIL AGENDA DISCUSSION ITEMS

- We will need to discuss the formation of a committee to explore our options related to the newly acquired Sebasticook River land.

Elwood Ellis explained to the Council his estimated cost and plan for the survey of the Seabasticook River land. The cost would be approximately \$15,000.00 - \$20,000.00 to show exactly how much land the Town actually owns. If the Council decides to sell parcels that would require more work. The Council instructed Mr. Heavener to draft an agreement with Mr. Ellis and present it in the appropriate form at the September Meeting.

Mr. Heavener discussed one last change in the Charter and the Council directed Attorney Lee to prepare a series of ballot questions for the November Election.

Mr. Heavener will be looking for volunteers at the September Council meeting for a Vision Committee for future improvements of the Town Departments.

Department Reports

Reports were received from Code Enforcement, Police Department, Parks & Recreation, Public Works, Fire Department, and Library.

- b. Treasurer's warrant approved and signed by the Finance Committee during the Month of July.

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|------------|----|-------------------|
| No. 1..... | \$ | 1,244,930.16 |
| No. 2..... | \$ | <u>733,426.56</u> |
| Total | \$ | 1,978,356.72 |

- c. Financial Report

Motion by Mr. Saint Amand and seconded by Mr. Manson to approve all reports.
Motion carried. Unanimous.

UNFINISHED BUSINESS:

- 1. Order No. 11-2009: Providing for the expenditure of funds from the Capital Improvement Fund. (Second Reading) Sponsored by Steven Russell.

Motion by Mr. Saint Amand and seconded by Mr. Michaud to adopt Order No. 11-2009.
 A roll call vote was taken.

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|----------------------|------------------------|
| Roland Michaud—Yes | Paul Manson—Yes |
| Brad Grant—Yes | Gerald Saint Amand—Yes |
| Catherine Nadeau—Yes | Steve Russell—Yes |

Motion passed, 6 – 0.

NEW BUSINESS:

1. Resolution No. 24-2009: Providing for Support for a Day for Kids. (One Reading)
Sponsored by Gerald Saint Amand.

Motion by Mr. Saint Amand and seconded by Mr. Michaud to adopt Resolution No. 24-2009. Motion carried. Unanimous.

2. Resolution No. 25-2009: Providing for Authorization for the Town Manager to award the Structural roof repair project for the Municipal Building to the H. T. Winters Co. (One Reading) Sponsored by Steven Russell.

Motion by Mr. Saint Amand and seconded by Mr. Manson to adopt Resolution No. 25-2009. Motion carried. Unanimous.

3. Resolution No. 26-2009: Providing for authorization for the Town Manager to negotiate and enter into an agreement with Orion Ropeworks to replace 282 inefficient light fixtures at the Town's Industrial Building at a cost to the Town not to exceed \$45,000., which would be repaid to the town by Orion over a three year period. (One Reading) Sponsored by Steven Russell.

Motion by Mr. Saint Amand and seconded by Mr. Grant to adopt Resolution No. 26-2009. Motion carried. Unanimous.

DISCUSSION:

Chairman Russell presented a list of potential members for the Sebasticook River land advisory committee as follows:

Catherine Nadeau – Town Council
James Byrne – Town Council
Peter Garrett – Kennebec Trails member
Ken Fletcher – Land Owner
Peter Newkirk – Land Owner
One Parks & Recreation committee member from Benton
Warren Poulin - Attorney
Paul Dunbar – Winslow Parks & Recreation committee member
Wilma Lombardi – Land Owner
Councilman Saint Amand volunteered as an alternate member.

After a lengthy discussion with the Council as well as the residents a motion by Mr. Grant and seconded by Mr. Saint Amand that Chairman Russell appoint (9) nine committee members.

ADJOURNMENT:

Motion by Mr. Saint Amand and seconded by Mr. Grant to adjourn the meeting.

Motion carried. Unanimous.

The meeting adjourned at 8:40 p.m.

ATTEST: _____

Town Clerk of Winslow Maine