

TOWN OF WINSLOW, MAINE  
REGULAR COUNCIL MEETING  
& PUBLIC HEARING  
Minutes of Meeting  
December 8, 2008

PUBLIC HEARING

Chairman Saint Amand opened the Public Hearing at 7:30 p.m. and asked for public comments on the following:

1. Providing for an amendment to the Winslow Zoning Ordinance Sec. 14-46, rural district, by adding the underlined (underlined) and deleting the strikethrough (~~strikethrough~~) language in the attached provision of the Ordinance.
2. Providing for an amendment to Winslow Zoning Ordinance Sec. 14-83, Definitions, by adding the underlined (underlined) language in the attached provision of the Zoning Ordinance.
3. Providing for the amendment of Ordinance No. 4-2002, "The Administration of General Assistance."

With no comments Chairman Saint Amand closed the Public Hearing and called the regular meeting to order at 7:33 p.m.

REGULAR MEETING

1. Roll call attendance was taken with seven (7) members present:

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

Michael Heavener, Town Manager and Administrative Assistant Jean Bouchard were present along with Frank Stankevitz, CEO and Kelly Karter, Assessor.

2. Approval of Minutes of Previous Meetings:

Motion by Mr. Manson and seconded by Mr. Russell that the minutes of the meetings held on November 10, 2008 be approved. Motion Carried. Unanimous.

3. Communications

- a. Legislative Update

No Comment

- b. Other

1. Copy of Minutes from Kennebec Water District October 16 and November 6 meetings.
2. Copy of letter from Maine Municipal Employees Health Trust regarding 2009 changes.
3. Copy of letter from Maine Municipal Association Risk Management Services Stewardship Report.
4. Copy of Minutes from Kennebec Sanitary Treatment District October 21 meeting.
5. Copy of the 2007-2008 Auditor's Report
6. Copy of letter from Time Warner with 2009 price adjustments for our community.
7. Copy of Dallaire Street Slope condition for November 2008 from Sebago Technics.

5. Reports of Committees and Commissions

a. Assessor's Tax Abatements and Supplemental Tax Bills

Mrs. Karter informed the council there was an error on the Tax Abatements and Supplemental Bills approved at the November meeting. Both totals have been corrected by \$18.48. Motion carried. Unanimous.

Motion by Mr. Russell and seconded by Mr. Byrne to approve the attached Tax Abatements totaling \$1,243.10. Motion carried. Unanimous.

Motion by Mr. Grant and seconded by Mr. Russell to approve the attached Supplemental Tax Bills totaling \$1,873.95. Motion carried. Unanimous.

b. Auditor's Report

Hank Ferrah reviewed the financial statement he prepared for the Council. Motion by Mr. Grant and seconded by Mr. Byrne to accept the Auditor's Report. Motion carried. Unanimous.

c. Town Manager Report

**Annual Audit Report & Presentation**

In your council packet is the town's audit report and associated documents for the fiscal year ending June 30, 2008. Hank Farrah from the auditing firm of Runyon, Kersteen & Ouellette will be at your council meeting on December 8th to provide you with an overview of the audit and to answer any questions you may have.

As you will see from the audit report the unreserved, undesignated fund balance (*including education*) for the general fund was \$3,965,690, which is an increase of \$315,343 over last year.

**Street Light Request**

Alan Libby of Wunderlich-Malec Services, which is located in our Industrial Park on Millennium Drive, has requested a street light be placed at the entrance to the park. Mr. Libby expressed some concern about not being able to see the entrance to the park at night.

The Safety Committee reviewed Mr. Libby's request and have recommended that a street light be placed at the intersection of the Augusta Road and Millennium Drive.

In your packet is Order No 12-2008, which if approved would permit me to have a street light installed at that location. The approximate cost for the light would be \$18.50 a month for 15 years.

### **PSAP Agreement Renewal**

Our PSAP Call Handling Agreement with the Somerset County Communications Center will expire at the end of this month.

In your packet is Resolution No 28-2008, which will authorize me to renew our call handling agreement. The new agreement is identical to our existing agreement. The cost will also remain the same at \$1.00 per capita or approximately \$7,743.

Both the Police Chief and the Fire Chief have expressed their satisfaction with the services we have received thus far from the Somerset County Communication Center.

By comparison, if we were to contract with the State for the same services the cost would be over \$19,357.50 or \$2.50 per capita.

### **Former Town Garage Site Update**

Last year as you may recall we were awarded a DEP Brownfield grant, which paid for a Phase I assessment at the site of our former town garage.

We were recently awarded a second Brownfield grant that will cover the cost of a Phase II assessment. At the conclusion of this assessment we will know if any environmental cleanup is needed at the site.

### **Dallier Street Slope Update**

On November 12th I met with representatives from MEMA and FEMA on Dallaire Street in an effort to solicit their assistance with the slope instability issue.

Although they did not commit to helping us I was encouraged by the fact that we may be eligible for some grant funding. They indicated they would be discussing the matter further and would get back to me with our options.

During my discussions with them they did recommend that we continue with slope monitoring for now. They indicated the collection of additional data could be helpful in obtaining grant funding.

Therefore, I have made arrangements for Sebago Technics to continue with slope monitoring at a cost of \$1,500 per month.

### **Health Insurance Rate Increase**

In your packet is an important notice from the Maine Municipal Employee Health Trust. As you will see from the notice our health plan rate will be increasing **5.9%** effective January 1, 2009. This rate increase represents an increase cost to the town of approximately **\$20,604**. The good news is the other services provided by the Health Trust did not increase.

### **Sewer Siphon Final Report**

A.E. Hodsdon Engineer has provided the town with a final report on the Seabasticook Sewer Siphon Replacement. Due to the size of the document I will not reproduce it but I will make it available at the next Town Council meeting for those who wish to review it.

**Colby College Internship**

From January 5, 2009 to January 30, 2009, Colby College Intern Lauren Nivison will be working with me in an effort to better understand how municipal government functions and how critical decisions are made at this level.

Lauren is a Winslow resident who is following in her father’s footsteps. Lauren’s father, Judge John Nivison, interned with former Town Manager Edward Gagnon when the Judge was a student at Colby College.

Lauren will be helping me prepare for the January Town Council meeting and she will be in attendance during that meeting.

**FY 2010 Budget Preparation Schedule**

It is that time again to be thinking about budget preparation for the town’s 2010 FY budget. Attached to this report is a proposed budget preparation schedule for your review and consideration.

d. Department Reports

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

e. Treasurer’s warrant approved and signed by the Finance Committee during the Month of November.

No. 10.....	\$	<u>464,464.79</u>
	Total	\$ 464,464.79

f. Financial Report

Motion by Mr. Grant and seconded by Mr. Russell to approve all reports.  
Motion Carried. Unanimous.

**UNFINISHED BUSINESS:**

1. Ordinance No. 3-2008: Providing for An amendment to the Winslow Zoning Ordinance Sec. 14-46, Rural District, by adding the underlined and deleting the strikethrough language in the attached provision Ordinance.(Second Reading) Sponsored by Gerald Saint Amand.

Motion by Mr. Byrne and seconded by Mr. Grant to adopt Ordinance No. 3-2008. A roll call vote was taken.

Steve Russell—Yes	Brad Grant—Yes
Catherine Nadeau—Yes	James Byrne—Yes
Paul Manson—Yes	Roland Michaud—Yes
Gerald Saint Amand—Yes	

Motion passed, 7-0.

2. Ordinance No. 4-2008: Providing for An amendment to Winslow Zoning Ordinance Sec. 14-83, Definitions, by adding the underlined language in the attached provision of the Zoning Ordinance. (Second Reading) Sponsored by Gerald Saint Amand.

Motion by Mr. Manson and seconded by Mr. Byrne to adopt Ordinance No. 4-2008.  
A roll call vote was taken.

James Byrne—Yes	Paul Manson—Yes
Steve Russell—Yes	Brad Grant—Yes
Roland Michaud—Yes	Catherine Nadeau—Yes
Gerald Saint Amand—Yes	

Motion passed, 7-0.

3. Ordinance No. 5-2008: Providing for the Amendment of Ordinance No. 4-2002, “The Administration of General Assistance. (Second Reading) Sponsored by Gerald Saint Amand.

Motion by Mr. Russell and seconded by Mr. Michaud to adopt Ordinance No. 5-2008.  
A roll call vote was taken.

Catherine Nadeau—Yes	James Byrne—Yes
Brad Grant—Yes	Steve Russell—Yes
Paul Manson—Yes	Roland Michaud—Yes
Gerald Saint Amand—Yes	

Motion passed, 7-0.

4. Order No. 11-2008: Providing for a Public Referendum on Reorganizing the Winslow, Vassalboro and Waterville School Departments into an Alternative Organizational Structure (AOS). (Second Reading) Sponsored by Gerald Saint Amand.

Motion by Mr. Byrne and seconded by Mr. Grant to adopt Order No. 11-2008.  
A roll call vote was taken.

Brad Grant—Yes	Steve Russell—Yes
Catherine Nadeau—No	Roland Michaud—Yes
James Byrne—Yes	Paul Manson—Yes
Gerald Saint Amand—Yes	

Motion passed, 6-1

NEW BUSINESS:

1. Order No. 12-2008: Providing for the installation of a street light at the intersection of the Augusta Road and Millennium Drive. (First Reading)  
Sponsored by Gerald Saint Amand.

Motion by Mr. Byrne and seconded by Mrs. Nadeau to accept the first reading of Order No. 12-2008.

Steve Russell—Yes	Brad Grant—Yes
Roland Michaud—Yes	James Byrne—Yes
Paul Manson—Yes	Catherine Nadeau—Yes
Gerald Saint Amand—Yes	

Motion passed, 7-0.

2. Resolution No. 28-2008: Providing for authorization for the Town Manager to enter into a PSAP Call Handling Agreement with the Somerset County Communications Center. (One Reading)  
Sponsored by Gerald Saint Amand.

Motion by Mr. Michaud and seconded by Mr. Russell to adopt Resolution No. 28-2008. Motion carried. Unanimous.

3. Resolution No. 29-2008: Providing for Application for a Bottle Club Registration (Renewal) for Frank and Irene Giordano d/b/a Giordano's Camping and Recreation, North Pond Road. (One Reading)  
Sponsored by Gerald Saint Amand.

Motion by Mr. Russell and seconded by Mr. Byrne to adopt Resolution No. 29-2008. Motion carried. Unanimous.

4. Resolution No. 30-2008: Providing for Pawnbroker's License for James A. Smith d/b/a Jim's Gun Shop, 53 Bay Street. (One Reading)  
Sponsored by Gerald Saint Amand.

Motion by Mr. Russell and Seconded by Mr. Byrne to adopt Resolution No. 30-2008. Motion carried. Unanimous.

5. Resolution No. 31-2008: Providing for approval of application for an Automobile Graveyard/Junkyard permit for Randall Fredette d/b/a Babe's Garage, Frawley Street. (One Reading) Sponsored by Gerald Saint Amand.

Motion by Mr. Russell and seconded by Mr. Byrne to adopt Resolution No. 31-2008. Motion carried. Unanimous.

6. Resolution No. 32-2008: Providing for a Special Amusement Permit (Renewal) for Frank and Irene Giordano d/b/a Giordano's camping and Recreation Club, North Pond Road. (One Reading) Sponsored by Gerald Saint Amand.

Motion by Mr. Russell and seconded by Mr. Byrne to adopt Resolution No. 32-2008. Motion carried. Unanimous.

7. Resolution No. 33-2008: Providing for approval of application for an Automobile Graveyard/Junkyard permit for Roger and Kay Penny d/b/a R & K Salvage, Morrill Road. (One Reading) Sponsored by Gerald Saint Amand.

Motion by Mr. Byrne and Seconded by Mr. Grant to adopt Resolution No. 33-2008. Motion carried. Unanimous.

ADJOURNMENT:

Motion by Mr. Grant and seconded by Mr. Byrne to adjourn the meeting. Motion Carried. Unanimous.

The meeting adjourned at 8:40 p.m.

ATTEST: \_\_\_\_\_  
Town Clerk of Winslow Maine