

# Agenda

## Winterport Town Council

<b>DATE</b>	May 30, 2023
<b>TIME</b>	7:00 PM
<b>LOCATION</b>	44 Main Street, Winterport

1. **COUNCIL MEMBERS IN ATTENDANCE**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF THE AGENDA**
4. **CONSENT AGENDA**
  1. *SIGNATURES OF WARRANTS*
  2. *APPROVAL OF MINUTES*
  3. *COMMUNICATIONS*
  4. *APPOINTMENTS & RESIGNATIONS*
  5. *COMMITTEE MINUTES*
5. **PUBLIC COMMENTS**
6. **COMMITTEE REPORTS**
7. **UNFINISHED BUSINESS**
8. **NEW BUSINESS**
  - *TAX ACQUIRED PROPERTY BIDS*
9. **MANAGER'S REPORT**
10. **COUNCILOR'S COMMENTS**
11. **EXECUTIVE SESSION**
  1. *M.R.S.A. 405(6)(A) / . M.R.S.A. 405(6)(C)*
12. **ADJOURNMENT**

# Minutes

## Winterport Town Council

DATE	May 16, 2023
TIME	7:00 PM
MEETING CALLED TO ORDER BY	Maggie English-Flanagan at 8:00 PM

1. COUNCIL MEMBERS IN ATTENDANCE

*Chair – Maggie English-Flanagan*

*Councilor Stephen Cooper*

*Councilor Tammy Higgins*

*Councilor Ann Ronco*

*Councilor Kevin Kelley*

2. PLEDGE OF ALLEGIANCE

*Pledge of Allegiance was led by Manager Ashe*

3. APPROVAL OF THE AGENDA

**Motion:** *Councilor Ronco, 2<sup>nd</sup> Councilor Kelley*

**Vote:** 5-0

**Resolution:**

4. CONSENT AGENDA

1. SIGNATURES OF WARRANTS

2. APPROVAL OF MINUTES

3. COMMUNICATIONS

4. APPOINTMENTS & RESIGNATIONS

**Motion:** *Councilor Kelley, 2<sup>nd</sup> Councilor Ronco*

**Vote:** 5-0

**Resolution:**

5. PUBLIC COMMENTS

*Joe Parise proposed renaming / dedicating a public way in memory of Medal of Honor Recipient Albert E Fernald.*

6. COMMITTEE REPORTS

1. **Broadband Committee**

*Rescheduled for next meeting*

2. **Conservation Commission –**  
*No update*
3. **Planning Board**  
*Representation was not present*
4. **Solid Waste & Recycling Committee**  
*No update*

**Motion:**

**Vote:**

**Resolution:**

7. **UNFINISHED BUSINESS**

1. DM&J CONTRACT

*Josh Wellman of DM&J spoke with the council about the cost increases and contract. Contract is under legal review from Town's Attorney.*

**Motion:**

**Vote:**

**Resolution:**

8. **NEW BUSINESS**

1. CATERED FUNCTION APPLICATIONS/LIQUOR LICENSE

**Motion:** *Councilor Ronco, 2<sup>nd</sup> Councilor Higgins*

**Vote:** *5-0*

**Resolution:** *Council voted to have Manager Asheby sign all catered function applications/liquor licenses*

9. **MANAGER'S REPORT**

*Town Manager's report is attached as Exhibit A*

10. **COUNCILOR'S COMMENTS**

*Councilor Cooper – Inquired to the Rocks underneath the Meadow Rd and plan to remove prior to paving. Manager Asheby provided an update on plans to have them removed.*

11. **EXECUTIVE SESSION**

1. *M.R.S.A. 405(6)(A) / M.R.S.A. 405(6)(C)*

*Council entered executive session at 7:50PM*

**Motion:** *Councilor Ronco, 2<sup>nd</sup> Councilor Higgins*

**Vote: 5-0**

**Resolution:**

*Council exited executive session at 8:20 PM*

**Motion:** *Councilor Kelley, 2<sup>nd</sup> Councilor Ronco*

**Vote: 5-0**

**Resolution:**

**12. ADJOURNMENT**

*Meeting was adjourned at 8:20PM*

**Motion:** *Councilor Ronco, 2<sup>nd</sup> Councilor Kelley*

**Vote: 5-0**

**Resolution:**

Respectfully submitted,

*Casey J Ashey*

Town Manager

*Note: All Winterport Town Council Meetings are recorded. See audio recording for further information.*

**TOWN OF WINTERPORT  
BROADBAND COMMITTEE MINUTES  
TOWN CONFERENCE ROOM / ZOOM  
May 8, 2023 @ 6:30 PM**

**WINTERPORT COMMITTEE MEMBERS PRESENT:** Kevin Kelley, Ethan Tremblay, (Chair), Matt Williams.  
**FRANKFORT REPRESENTATIVE:** Joe Watson, Bill Pupkis.  
**PROSPECT REPRESENTATIVE:** Brandy Bridges.  
**STOCKTON SPRINGS REPRESENTATIVE:** Mac Smith, Town Manager.  
**WINTERPORT TOWN MANAGER:**

**CALL TO ORDER:** May 8, 2023 @ 6:34 PM.

**ROLL CALL:**

**APPROVAL OF MINUTES:**

- Motion to approve minutes April 24, 2023. 1<sup>st</sup> B. Pupkis 2<sup>nd</sup> M. Williams. Motion carries.

**PUBLIC COMMENT:**

- No comments.

**OLD BUSINESS:**

- Speed test deferred to next meeting.
- WFS website received: Visits 76/229, Unique visits 70/18, Page view 236/555.
- Update from member correspondence; deferred.

**MISSION STATEMENT:**

- "Affordable high-speed internet for all residents".

**SPEAKERS**

- None scheduled.

**NEW BUSINESS:**

- Reviewed the mapping material for Winterport from Unitel / Direct Connection with Mission Broadband (MBB), John Dougherty.
- Unitel will update communication materials for Frankfort, Prospect and Stockton Springs.
- FCC data set sets for internet accessibility will be updated and finalized in June. Maine Connect Authority (MCA) will utilize for the Infrastructure grant requirements.
- Chair will attend the council meetings for all involved town to present the status and, milestones achieved by the Broadband Committee.
- Council meetings are scheduled for: Frankfort, may 15<sup>th</sup>; Winterport, May 16; Prospect requires date validation., Stockton Springs will be June 12<sup>th</sup>.

**SCHEDULE OF NEXT MEETINGS:**

- May 22, 2023, 6:30 PM.
- June 5, 2023, 6:30 pm.

**ADJOURN:**

- Motion to adjourn at 8:22 pm. 1<sup>st</sup>, J. Watson, 2<sup>nd</sup> B. Pupkis. Motion carries.

\_\_\_\_\_, Chair                      \_\_\_\_/\_\_\_\_/\_\_\_\_

Secretary: Kevin J. Kelley

Solid Waste & Recycling Committee  
May 24, 2023  
Minutes

1. **Call to Order:** Mary Anne Royal called the meeting to order at 2:00
2. **Roll Call:** Committee members Alan Cohen, Nancy Gause, Mary Anne Royal; Guests Casey Ashley, Matt Williams
3. **Introductions:** Those present introduced themselves and stated their interest in the work of the Committee
4. **Additions to Agenda:** Election of Chair and Secretary; Town Manager comments; Recycling Data Collection
5. **Elections:** motion made to elect AC as Chair, MAR, 2nd, NG, unanimous; motion made to elect MAR as Secretary, AC, 2nd NG, unanimous
6. **Town Manager Comments:** Priority is gathering and dissemination of information to educate the community; identification of funding sources; exploration of municipal composting program; understanding and complying with EPA requirements
7. **Tasks**
  - a. **changes at the transfer station:** utilize Facebook page, SW&R Facebook page; request other Winterport Facebook pages to share the SW&R Facebook page
  - b. **what can and cannot be recycled:** presents a serious problem; investigate use of free handouts from EcoMaine; spot visits at Transfer Station to hand out information and talk to residents about recycling
  - c. **how to use the burn pile, demolition and metal containers and recycling bins correctly:** need to define each clearly; education ourselves about definitions and then share with residents
  - d. **best practices:** visit model transfer stations; scour trade magazines; look for best practices on the internet
  - e. **monitor legislation:** Maine Municipal Association identifies bills that impact towns, CA will look at MMA's listing; MAR searched Maine's Directory of Bills and sent out a list (attached) and will follow-up to determine legislative action taken
  - f. **assess needs at Second Time Around Building**
8. **What we need to know**
  - a. **Local Ordinance:** need to become knowledgeable about the local ordinance and rules; agenda item for June meeting

- b. **State regulations:** need to become knowledgeable about Chapter 402, Solid Waste Management Rules: Transfer Stations and Storage Sites for Solid Waste; agenda item for June meeting
  - c. **Resources**
    - i. Maine's Solid Waste Diversion Grant Program, agenda item for June meeting;; USDA Rural Development grants; USEPA grants; Waldo County Commissioners grants/grant writers; Bangor Green Drinks mini-grants
    - ii. EcoMaine: composting and recycling information and technical/educational assistance; need number of transfer station permits to determine how many handouts to request
    - iii. Maine Resource Recovery Association: annual conference
    - iv. State Consultant: identify who heads up Transfer Station division
    - v. Request Associate Members to assist with projects
    - vi. Local service clubs that have liability insurance for members
9. **Recycling Data Worksheet:** attached; more information needed before we can make recommendations to Town Council; review and recommend fee schedules for various items; explore cost/benefit of baling cardboard; gather information to determine is it is possible to establish a net zero recycling program; CA informed the Committee that the Town Council is responsible for enacting/amending ordinances
10. **Prioritize and Assign:** Ordinance, Operating Rules, Ch. 402, Maine Solid Waste Diversion Grant Program, June Agenda; see task list for assignments
11. **Next Meeting:** June 28, 2:00, Town Office
12. **Adjourn:** motion to adjourn, AC, 2nd, NG, unanimous; the meeting adjourned at 4:03



## MEMORANDUM

# TOWN OF WINTERPORT

State of Maine

44 Main Street

207-223-5055

To: Town Council

From: Casey Ashley, Town Manager

Date: May 30th , 2023

RE: Manager's Report

---

To inform the Town Council and the public about the recent happenings within the town, I have the following report as a bulleted list:

- Tax Acquired Bids were recorded. Discussion by the council on the award at the 5-3-2023 Town Council Meeting.
- The Municipal Building and Transfer Station main building were washed by Penbay Pressure Washing. The results speak for themselves.
- First Solid Waste & Recycling Committee meeting occurred on 5-24-2023. There are lofty goals and the team is motivated and I am excited to work with them moving forward. Alan Cohen is the Chair and Mary Anne Royal is the secretary.
- I have started gathering information to put together a comprehensive report.
- Jeff Anderson started as a full time Road Supervisor for the Town of Winterport on 5-29-2023.
- The Clerk and I attended the MMTCCMA Annual Conference. I am of the opinion that the Clerk and I should become certified as Tax Collectors.

Respectfully Submitted,

*Casey J. Ashley*

Town Manager