

TOWN COUNCIL MEETING MINUTES

Tuesday, August 24th, 2021

Call to Order- Chairperson Cooper called the meeting to order at 7:00 P.M.

Roll Call- Councilors Cooper, English-Flannagan, Ronco, and Kelley present. Councilor Higgins absent- excused.

Consent Agenda (items marked with an asterisk *) Councilor Ronco motioned to approve the consent agenda as presented. Councilor Kelley seconded the motion. Motion passed unanimously.

Adopt Agenda- Councilor Ronco motioned to adopt the agenda as presented. Councilor Kelley seconded the motion. Motion passed unanimously.

Financial Reports:

August 24, 2021	September 7, 2021
Expenditures/revenue & budget bal. Monthly (Regular Format) Quarterly	Gen Fund Cash Position, Reserves, Trusts, and Investments YTD
Current Year Property Tax	Gen. Fund. Gen. Ledger Summary (Detail New)
Liens & Foreclosures Status	

Payroll and Invoice Warrants

A. Payroll through Sunday, August 22nd, 2021. Councilor Ronco motioned to approve the payroll through Sunday, August 22nd, 2021. Councilor English-Flannagan seconded the motion. Motion passed unanimously.

B. Invoices through Monday, August 23rd, 2021. Councilor English-Flannagan motioned to approve the invoices through Monday, August 23, 2021. Councilor Ronco seconded the motion. Motion passed unanimously.

Guest Speakers & Committee Reports- No Speakers or Reports Scheduled

Input from Citizens on Unscheduled Items- Ethan Tremblay addressed the council to provide Town Councilors with an update on the activities of the Internet Accessibility Committee. He indicated that some speed tests had been performed but that he could still use the help of the Town Council and others to advertise the need for individuals to participate in the speed tests in order to obtain reliable information. Mr. Tremblay mention the funds coming from Waldo County and the desire of the Internet Accessibility Committee to have those funds go towards the town's efforts to obtain information related to broadband in the Town of Winterport so that the Town could apply for grants to support efforts to expand broadband capability within the Town of Winterport. Mr. Tremblay also briefed the Town Council on the work the committee has performed up to this point.

Town Manager Presentation- No presentation scheduled.

Schedule of Meetings

A. September 7th, 2021 & September 21st, 2021*

Accept Minutes

A. Town Council Meeting Minutes of July 27th, 2021- Councilor Kelley motioned to accept the Town Council meeting minutes of July 27, 2021. Councilor English-Flannagan seconded the motion. Motion passed unanimously.

- B. Town Council Meeting Minutes of August 10th, 2021 Councilor Kelley motioned to accept the minutes of the August 10, 2021 Town Council meeting. Councilor Ronco seconded the motion. Motion passed unanimously.

Scheduled Items:

A.) Old Business

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

a.) Policies Governing the Use of the Victoria Grant Civic Center & Tenant Users Liability Insurance. Manager Crooker noted that the Town Councilors attended a workshop with Marcus Ballou of the Maine Municipal Association's Risk Management. Manager Crooker reviewed the highlights of the workshop and then provided councilors with an update on the status of insurance for the nonprofit entities that use the Victoria Grant Civic Center on a regular basis. Manager Crooker recommended to the Town Council that their next step should be to approve a policy regarding the use of the Victoria Grant Civic Center. Manager Crooker noted that he had already drafted an updated policy for their consideration. The Town Council asked Manager Crooker to put this policy on their next agenda for consideration. The Town Council also instructed Manager Crooker to notify MMA that the Town of Winterport would like to enroll in the Tenant Users Liability Insurance Program.

b.) Account #645 Purchase & Sale Agreement Default & Land Use- Manager Crooker summarized the status of the agenda item and where the Town Council left with their last discussion of the issue. In response to a question from the Town Council, Carsten Geisel indicated that he has been over to the property and started some clean up that included cutting grass and consolidating materials. Mr. Geisel indicated that his boss has some of his company's equipment that he was going to lend to Mr. Geisel as part of his efforts to remove materials but his boss had the equipment on another job at the moment. Mr. Geisel reported that timing of the clean-up would be partially based upon Mr. Geisel's access to this equipment. Some additional conversations occurred between the Mr. Geisel and a neighbor in regards to when he was at the property and what was occurring on the property. No final action was taken at this time. See tape for complete discussion of this item.

B. New Business

1. Waldo County Budget Committee Budget Year 2022 Official Ballot District 2- Councilor Ronco motioned to allow Manager Crooker to vote on behalf of the Town Council on this ballot. Councilor English-Flannagan seconded the motion. Motion passed unanimously.

Legal: None

Appointments/Resignations:

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

Correspondence/Significant Items

Outgoing- No outgoing

Incoming

1. DM&J Check #4212*
2. Waldo County Commissioners American Rescue Plan Act Funds Allocation Update
3. Waldo County Commissioners 2021 Regular Monthly Court Session Schedule

Minutes/Agendas:

1. Waldo County Commissioners Court Session Agenda August 18, 2021.

Communications:

- A. **Town Manager's Report-** Manager Crooker informed the Town Council that he is working on hiring a new full-time employee but finds it is a little challenging based upon the current job market and availability of jobs for potential employees that pay more money than the town has budgeted. He noted that one of the Town's existing employees was recently contacted about coming to work for a business in town since they were having difficulty finding an employee. The pay and benefits that they reportedly offered were better than what the town currently offers. The Town Manager indicated to the Town Council that the recent turnover alone would seem to be enough of an incentive to want to keep an employee that had been employed by the town for several years, especially given the additional work and responsibilities of having to train two new employees therefore he suggested that the Town Council consider authorizing increasing the employee's wages. The Town Manager indicated that the Recreation Director informed the Town Manager that one of their primary sets of soccer goals has completely rusted now and can no longer be used. The Recreation Director looked into the purchase of two new soccer goals but this item was not budgeted. After discussing the matter with the Recreation Director, it was suggested that the Town Manager ask the Town Council to consider using some of the Town Council Contingency Funds towards the purchase of two new goals at an approximate cost of \$3,000. Councilor Kelley asked the Town Manager if they have a picture of the existing goals. Manager Crooker indicated that he does not have a photograph of the goals and he could try to reach out to the Recreation Director at this moment but he couldn't guarantee the director would be available or even have a picture of the goals. After much discussion, it was decided to try to have the Recreation Department fix the existing goals and make it work for one more year until the goals could be included in the 2022-2023 budget. Manager Crooker reported that he had provided the Town Councilors with an update to the COVID #19 Plan that is scheduled to go into effect next week. Discussion then turned to having zoom meetings again. Manager Crooker reported to the Town Council that the Town Council would need to have a hearing and approve a policy before the Town Council could meet or a member of the Town Council could participate in a meeting using remote access to the meeting. The Town Council instructed Manager Crooker to put the proposed policy on the next agenda with a public hearing on the proposed policy as well.
- B. **Response to Council Questions**
- C. **Council Comments-** Councilor Kelley indicated that he believes that the other entities that the town provides with substantial donations should be submitting profit and loss statements and balance sheets to the Town Council on a regular basis. Discussion of frequency such as quarterly was mentioned as well as the entities that should be contacted to request that information.

Signatures:

Executive Sessions: Pursuant to Title 1, Chapter 13 Maine Revised Statutes Section 405 (6E)- Consultation between Town Council and Town's Attorney concerning the legal rights and duties of the Town Council. Councilor Ronco motioned to enter into executive session pursuant to the above cited statute at 8:07 P.M. Councilor English-Flannagan seconded the motion. Motion passed unanimously. The Town Council came out of executive session at 8:44 P.M.

Adjourn: Councilor Ronco motioned to adjourn. Councilor Kelley seconded the motion. Motion passed unanimously. Meeting adjourned at 8:44 P.M.

NOTE:

Meetings:

Dates & Time of other meetings between August 25th, 2021-September 6, 2021
Conservation Committee- Thursday, August 26th, 2021 7:00 P.M. Victoria Grant Civic Center
Internet Accessibility Committee- Monday, September 6th, 2021 at 6:30 PM Town Office

Training & Days Off:

Minutes prepared and respectfully submitted by Michael Crooker.



Stephen Cooper



Maggie English-Flanagan

Tammy Higgins

Ann Ronco



Kevin Kelley