

**TOWN COUNCIL MEETING
MINUTES
July 13th, 2021**

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

Roll Call- Councilors Cooper, Ronco, English-Flannagan, Higgins, & Kelley were present.

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

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

Financial Reports:

July 13, 2021	July 27, 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, July 11th, 2021. Councilor English-Flannagan motioned to pay payroll warrants through Sunday, July 11, 2021. Councilor Ronco seconded the motion. Motion passed unanimously.
- B. Invoices through Monday, July 12th, 2021. Councilor Higgins motioned to pay invoices through Monday, July 12th, 2021. Councilor English-Flannagan seconded the motion. Motion passed unanimously.

Guest Speakers & Committee Reports- No Speakers or Reports Scheduled

Input from Citizens on Unscheduled Items- No Input.

Town Manager Presentation- No presentation scheduled.

Schedule of Meetings

- A. July 27th, 2021 & August 10th, 2021*

Accept Minutes

- A. Town Council Meeting Minutes of June 15th, 2021. Councilor Higgins motioned to accept the minutes of the June 15th, 2021 Town Council meeting. Councilor English-Flannagan seconded the motion. Motion passed 3 for with 2 abstentions (Council Kelley & Councilor English-Flannagan).
- B. Town Council Meeting Minutes of June 29th, 2021. Councilor Ronco motioned to accept the minutes of the June 29th, 2021 Town Council meeting. Councilor Higgins seconded motion. Motion passed with 4 for and 1 abstention (Councilor Kelley).

Scheduled Items:

A.) Old Business

- 1. Items Ready for Consideration- No Items

B. New Business

- 1. Council Election- Chair & Vice Chair - Councilor Ronco motioned to elect Councilor Cooper as the Chairperson. Councilor English-Flannagan seconded the motion. Motion passed 4 for with 1 abstention (Cooper). Councilor Higgins motioned to elect Chairperson Ronco as Vice Chair. Councilor English-Flannagan seconded the motion. Motion passed with 4 for and 1 abstention (Ronco).
- 2. Ambulance Committee Cessation- Manager Crooker explained that he had been asked by Kevin Kelley as the Chairperson of the Options for Ambulance Services Committee to ask the Town Council if the Town Council determined the work of the committee was complete that the Town Council would authorize to disband the committee. Councilor English-Flannagan motioned to disband the Ambulance Services Committee. Councilor Ronco seconded motion. Motion passed unanimously.
- 3. MDOT (LRAP) Certification 2021-2022 (FY 22) – Manager Crooker explained that each year the municipal officers of the town have to attest to the Maine Department of Transportation how the LRAP funds were used in the prior year before the state would release the funds for the upcoming year. Manager Crooker reviewed the information contained within the certification form with the Town Council. Councilor Ronco motioned to approve the MDOT Certification Form for 2021-2022 as presented. Councilor Higgins seconded the motion. Motion passed unanimously.
- 4. Road Maintenance & Agreements- Manager Crooker noted the unfortunate passing of the owners of Wellman Paving. He indicated that there is still much uncertainty about what will occur in the future, especially in regards to the Town’s snow removal agreement. It is hoped that additional information will be available over the next couple weeks so that the Town Council can make a more informed decision about any agreements at the next Town Council meeting.

Legal: None

Appointments/Resignations:

A. Resignations- No Resignations

B. Appointments-1. Alan Cohen- Conservation Committee. Councilor English-Flannagan motioned to appoint Alan Cohen to the Conservation Committee. Councilor Ronco seconded the motion. Motion passed unanimously.

2. Yearly Appointments Noted below: (Approved as part of consent agenda)

Yearly Appointments*

Position	Name	Position	Name
Animal Control	David Nason	Town Clerk	Maureen Black
Treasurer	Michael R Crooker	Road Commissioner	Michael R. Crooker
Health Officer	Michael R Crooker	Addressing Officer	Jacqueline Robbins
Town Attorney	Charles Gilbert	Plumbing Inspector	Jacqueline Robbins

Code Enforcement	Jacqueline Robbins	Emergency Director	Philip Foley
Fire Inspector	Philip Foley	Fire Warden	Philip Foley
Tax Collector	Michael R. Crooker	Welfare Director	Maureen Black
Voter Registrar	Brittany Whittlesey	Deputy Welfare Dir.	Michael Crooker
Deputy Town Clerk	Michael Crooker	Dep. Registrar Voters	Maureen Black
Deputy Tax Collector	Maureen Black	Deputy Treasurer	Maureen Black
Deputy Town Clerk	Brittany Whittlesey	Fire Inspector	Philip Foley
		Alt.Addressing Officer	Michael R. Crooker

Correspondence/Significant Items

Outgoing- No Outgoing

Incoming

1. DM&J Check #4136*
2. Rebecca Graham, Local Roads Assistance Funding

Minutes/Agendas:

1. Waldo County Commissioners Court Session Agenda July 7, 2021.

Communications:

A. Town Manager's Report-

Manager Crooker reported that the Exiles had dropped off funds as part of the event they held at the end of June at the Dragway. There were \$100 donations to the Fire Department, Winterport Ambulance Association, the Neighbors Food Cupboard, and the Fernald Field Fund. Councilor Ronco motioned to accept the funds for the Fire Department & Fernald Field. Councilor English-Flannagan seconded motion. Motion passed unanimously. Manager Crooker mentioned that he had been approached by a member of the community about a local political party being able to use the Victoria Grant Civic Center for meetings. Manager Crooker asked the Town Council if they considered this to be a local non-profit group therefore the group would not be charged or whether the Town would have to charge a fee to the party. The individual that made the request was actually in the audience. Much discussion ensued regarding use of the building, costs, and liability as well as the current use policy. Councilor Kelley asked the Town Manager to look into the liability of outside groups using the VGCC and whether there is appropriate insurance coverage.

B. Response to Council Questions- No response.

C. Council Comments- Councilor Kelley noted that the Internet Accessibility Committee held their first meeting. It was noted that the committee is looking to first gather information about current speeds and usage. It was noted that the Town Manager was going to post a notice on the Town of Winterport's website that would direct residents to a website where they can confirm the speed of their internet. This information is then reported back to the state and included as part of the data sets for the Town of Winterport. It was mentioned that the Town would like to get around 150 people to participate in order to have what is considered reliable data.

Signatures:

Executive Sessions:

Adjourn: Councilor Ronco motioned to adjourn the meeting. Councilor Higgins seconded the motion. Motion passed unanimously. Meeting adjourned at 7:55 P.M.

NOTE:

Meetings:

Dates & Time of other meetings between July 14th, 2021-July 26th, 2021
Board of Assessors- Wednesday, July 14th, 2021 4:00 P.M. Town Office
Planning Board- Thursday, July 15th, 2021 7:00 P.M. Town Office

Training & Days Off:

Town Manager Vacation July 22-29, 2021

Minutes prepared and respectfully submitted by Michael Crooker.



Stephen Cooper



Maggie English-Flanagan



Tammy Higgins



Kevin Kelley



Ann Ronco