

# WINTERPORT TOWN COUNCIL

Tuesday, October 5, 2021

## MINUTES

**Call to Order** Councilor Cooper called the meeting to order at 7:00 P.M.

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

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

**Adopt Agenda-** Councilor Kelley motioned to adopt the agenda as presented but with the addition of the Catering Permit Application. Councilor English-Flannagan seconded the motion. Motion passed unanimously.

### Financial Reports:

October 5, 2021	October 19, 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, October 3, 2021. Councilor English-Flannagan motioned to pay payroll through Sunday, October 3, 2021. Councilor Kelley seconded the motion. Motion passed unanimously.

B. Invoices through Monday, October 4, 2021. Councilor English-Flannagan motioned to pay invoices through Monday, October 4, 2021. Councilor Kelley seconded the motion. Councilor Kelley inquired into what the check to Maureen Black was for. Manager Crooker indicated that he believed that was the mileage reimbursement, Councilor Kelley asked what the invoice to Winterport Boot was for. Manager Crooker indicated that the invoice was for personal protective equipment i.e., boots. 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. October 19<sup>th</sup>, 2021 & November 2<sup>nd</sup>, 2021\*\*

\*\* November 2<sup>nd</sup>, is the date of the state election that is being held at the Town Office.

### Accept Minutes

A. Town Council Meeting Minutes of September 21<sup>st</sup>, 2021 Councilor English-Flannagan motioned to table the minutes of the September 21, 2021 Town Council meeting. Councilor Kelley seconded the motion. Motion passed unanimously.

### Scheduled Items:

#### A.) Old Business

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

## **B. New Business**

1. Winter Road Maintenance Contract(s)- Councilor Kelley inquired into the funding percentages, confirmation of the contractor's equipment, and where Table A was located. Manager Crooker noted that appendix a is at the back of the agreement but that apparently the table did not get copied for the Council packets. Councilor Kelley motioned to approve the agreement as presented with the suggestion that the Appendix be labeled and the pages numbered. Councilor English-Flannagan seconded the motion. Motion passed unanimously.
2. Memorandum of Understanding Between Town and the Neighbor's Cupboard (Generator). Manager Crooker explained the need for the MOU. Councilor Kelley motioned to approved the MOU as presented. Councilor English-Flannagan seconded the motion. Motion passed unanimously.
3. Airport Property Lease with Winterport Dragway Association- Manager Crooker explained that the President of the Winterport Dragway Association met with him to review and discuss the existing agreement. The manager noted that the association would like to extend the agreement for another five years. It was noted that the association would like to be able to lock the gates and are considering expanding the camping to three days instead of two days. The council instructed Manager Crooker to send the agreement to the Town's Attorney for a review. Councilor Kelley noted that he would like to see the same indemnification language that appeared in the winter maintenance agreement added to this agreement as well.
4. Special Town Meeting Articles- Manager Crooker noted that a special town meeting would be necessary to have the voters consider how to pay for the additional funds needed for the first year of the winter maintenance agreement and that the Town should also ask the voters how they would like the ARPA funds from Waldo County spent. It was recommended that the funds be spent on broadband. Discussion of the content of that article continued. Attention then turned to the funding option for winter maintenance agreement. Manager Crooker indicated that could consider funding from fund balance or ask to transfer from paving to winter road maintenance. The manager indicated that he was looking for guidance on the preferred option for a question. The council asked if they could give the voters the choice of either option. Manager Crooker said he would look into it and work with the Town's attorney to draft a warrant to bring back to the town council at their next meeting.
5. Container Storage Agreement; Waste Transportation Service Agreement; and CDD and Metal Disposal, Transportation, and Recycling Agreement with DM&J Waste Inc. The Town Manager indicated that DM& J would be getting back to the town with suggestions for possible changes to these agreements. It was hoped that this would be provided prior to the next Town Council meeting.
6. Application for a Catered Function- Councilor English-Flannagan motioned to approve the application. Councilor Kelley seconded the motion. Motion passed unanimously.

**Legal:** None

### **Appointments/Resignations:**

- A. Resignations- No Resignations

- B. Appointments- Kevin Kelley; Conservation Committee- Councilor English-Flannagan motioned to appoint Kevin Kelley to the Conservation Committee. Councilor Cooper seconded the motion. Motion passed unanimously.

**Correspondence/Significant Items**

Outgoing- No outgoing

Incoming-

1. Waldo County Commissioners 2020-2021 Spirit of America Foundation Tribute Ceremony
2. Waldo County Commissioners results of 2022 Waldo County Budget Committee

**Minutes/Agendas:**

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

**Communications:**

- A. Town Manager's Report
- B. Response to Council Questions
- C. Council Comments- Councilor Kelley provided the Town Council with an update on the status of Elizabeth Rowley's Eagle Scout review. Councilor Kelley suggested that the Town Council issue some type of proclamation. Manager Crooker indicated that he has prepared these before but that he would need additional information about Elizabeth Rowley and the eagle scout process she has undertaken. Councilor Kelley offered to compile that information and send it to Manager Crooker prior to the next Town Council meeting in order for a proclamation to be prepared. Councilor Cooper asked if the 45-day notice had been sent to Mr. Geisel. Manager Crooker indicated that it was emailed to Mr. Geisel the next day following the last Town Council meeting.

**Signatures:**

**Executive Sessions:**

**Adjourn:** Councilor English-Flannagan motioned to adjourn. Councilor Kelley seconded the motion. Meeting adjourned at 7:50 P.M.

**NOTE:**

**Meetings:**

Dates & Time of other meetings between October 6<sup>th</sup>, 2021- October 18<sup>th</sup>, 2021

Wednesday, October 13, 2021 Board of Assessors' 4 PM Town Office

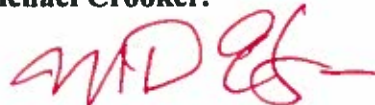
Monday, October 18, 2021 Internet Accessibility Committee 6:30 PM Town Office

**Training & Days Off:**

Minutes prepared and respectfully submitted by Michael Crooker.



Stephen Cooper



Maggie English-Flanagan

Tammy Higgins



Kevin Kelley

Ann Ronco

