

Winthrop Town Council
Regular Meeting
Monday, March 3, 2014 at 7 p.m.
Town Office

Regular Meeting Called to Order at 7:00 p.m.

Roll Call - Chairman Kevin Cookson (absent), Councilors, Sara Fuller, Linda Caprara, Ken Buck Sr. (absent), Larry Fitzgerald, Don Ellis Jr., Richard Henry. Town Attorney Lee Bragg, (arrived late), Town Manager Jeff Woolston, Recording Secretary Joyce Tillson were in attendance.

Vice Chair Sara Fuller called to order; that the Winthrop Town Council meet to consider the following items:

Approve the February 3, 2013 Meeting Minutes

Motion Made: Ellis

Seconded: Fitzgerald

Discussion: None

Vote: All in Favor (5-0)

Item #17 – Public Hearing to Consider Liquor License Renewals

Vice Chair Fuller opened the public hearing at 7:02

Discussion: Police Chief stated that there are no issues. Jeff Woolston reminded Council that this is renewal of liquor licenses and not special amusement. Closed the public hearing at 7:03.

Item #18– Consider Liquor License Renewals

Motion Made: Caprara to approve two licenses

Seconded: Ellis

Discussion: None

Vote: All in Favor (5-0)

Item #19 – Quit Claim Deed – Mature Liens

Jeff Woolston explained that there are 13 Liens and they require Council Signature because they were paid after the automatic foreclosure took place.

Motion Made: Caprara

Seconded: Ellis

Discussion: None

Vote: All in Favor (5-0)

Item #20 Town Owned Property – Tax Write Off

Discussion: There are three pieces of property, owned by the town, that have been charged property tax in error. It was asked if the dates acquired verses when taxes due and write off needs to be done due to taxes should have ceased upon the City taking possession. Jeff; yes the town took ownership of the Luanne Lane 4/1/11 and the Map 002 Lot 7 in 2011. If any other action the Council needs to take Jeff will get back to them in April for that. Question asked what is owed. Staples property is \$399.38,

Childs property \$1111.29 and Hughes property is \$101.86.

Motion Made: Caprara

Seconded: Fitzgerald

Discussion: None

Vote: All in Favor (5-0)

Item #22 Consider Committee and Board Applications

Motion: Fitzgerald; to Municipal Board – Roger C. Hanson, Stephen P. Robbins, Judi Stebbins, Andy Wess, William R. Wing, Tom Heiss, Daryn Deveau.

Seconded: Caprara

Discussion: None

Vote: All in Favor (5-0)

Item #16 Library Addition Update

Dan Glidden and Phil (architect); Project final design is still evolving and information are given ahead of the trustees due to meeting dates. History – 6 years ago the trustees hired consultant to do a feasibility study for an addition appropriately sized for the population. About four years ago they formed a building study committee which Dan served on. The recommendations were given and the best project would be to remove the side building and build brand new on that foot print. Two story building and connect to the existing building. An estimate was given by an actual contractor and the price tag was 1.3 million. Contingencies were built into the budget to withstand inflation and felt that a three year window was good time frame. When plans were completed and sent to trustees and council and steering committee which built a subcommittee and the subcommittee had a campaign team which was to raise money for the project. \$730,000 was raised and to date there is \$550,000 cash on hand. Project is 1.3 mil and there is only a ¼ of a mil. Concern that the construction estimate won't hold much longer and by the time the additional funds are raised the construction cost is going to go up. Since the study was done technology has changed, also realized that getting to the 1.3 might be unfeasible. Phil went back to the drawing board and came out with a 1 story building that met the size of the library and took that to the trustees. Some of the trustees were excited and some still wanted the two stories. Estimate for the one story with a full foundation was in the million dollar category. Goal is to keep it under a million. One concern is; is there ledge there, had some holes drilled and there is ledge. Getting the ledge out is costly. New plan is to put basement at same level as masonic hall. The first level will be on the same; coming in at street level and a chair lift for handicap purposes. This plan also allows for windows in the basement and the square footage would be there.

Time line: Masonic building needs to come down sooner than later for several reasons, test pourings does not give all answers, re: ledge where and where not. Taking the building down will allow for ledge answers. Also a million dollar budget and have been told by community that as soon as they see the building coming done more dollars will come in. Contractors are very hungry and if project put out to bid sooner than later should be able to get some outstanding prices. Would like to have building out in next 60 days; Building owned by Council and not trustees so town would have to get bids and award to contractors. Beyond that the goal is to break ground and start construction sometime in early September, in order to do that need to have project design and ready to go to bid sometime mid to late July at the latest. The goal would be to get building up and closed in before winter so construction could continue throughout the winter months and building ready to open a year and a month from today. Council question is there enough money in the budget right now to close building in for winter in the case money runs short? Yes. One issue is a couple thousand short, there is some more coming in but may need a bond to finish, will be bring it before the trustees to see if they should hire a financial

consultant. Do not have the full ¾ of million dollars in their hands, only about \$550,000. In the third year of pledges and assume a lot more of the money will come in between now and fall. Need to borrow as little money as possible in the shortest amount of time. Any bond would have to go through the bond bank because the building belongs to the town; all things needing consideration. Question from Council; Old building has asbestos and old wood work. The old woodwork has been removed and is out at town storage; maybe some resale value on some of it. Going to be a delicate removal due to properties all around. Roads are posted which could cause a delay, is that going to be a financial hardship, maybe able to get to site without crossing posted roads. After completion and move in what would the increase in cost? Study 3 years ago the heating cost was estimated at about \$20,000, using that same scenario and a one story with cost of fuel a new estimate would need to be done. Richard from the library was asked to speak concerning increased staff. Richard felt that the two story there isn't enough staff for that type of building, the one story works; you can see the whole building. Richard has tried to figure out how to run a two story and this current plan he feels he may only be a couple hours short for staff. People are hearing that downsizing is happening; the bigger space is more fiscally fit for staffing reasons. Estimate of \$30,000 a few years ago for tear down. Would be good if the Council would cost share. Material disposition is a cost and McGee came in low due to having the dumping ground. Will insure to get the best heating solution. Also the new one story design eliminates the need for an elevator.

Comment from the public concerning safety when building is down; will be barricaded around with caution. Fuller commended the great job done; Phil's excellent design.

Motion Made: Henry; Put out to bid

Seconded: Fitzgerald

Discussion: None

Vote: (5-0)

Item #24 (added during the meeting) - Update from KVCOG Rosie updated Council on KVCOG's roll and services. KVCOG is one of the seven development districts in the state of Maine, Governed through the Legislature. Services provided to member towns include: Planning, technical assistance, land use, local planning for paths etc. Training for municipalities and boards, monitor census data in region. GIS mapping department. Environmental services to include technical assistance, universal waste mediation, site reviews and design. Joint purchasing for many things including salt, sand and signs. Membership fees can be recouped just using the joint purchasing. KVCOG offers grants assistance, project development. They also offer project administration, million dollars in development grants and money for professional services. Additionally, they have or offer: Grant writing assistance, TIF assistance, Revitalization assistance, Strategy team, Facilitation services, Regional collaboration, Contract staff for planning, and Education services.

Item #21 Multiple Property Accounts Number Resolution

Jeff: In your packet you will find 6 properties and information on them. The situation with the six accounts; for some reason when these properties changed hands they were renumbered. When clerks looked for an account number, they did not realize there were two accounts that applied to one piece of property. He believes these are the only six. The assessor no longer changes the numbers. The six properties account for about \$3,800 in back taxes. Maine Municipal says taxes are owed. Mr Scott Ladd is here to represent The Mikulski's. On 9/13/10 Goodwin sold transferred property to Cascade LLC. Cascade should have paid second half of taxes as Goodwin paid first. On 3/12/14 a lien was filed, this was 1 ½ months after Mikulski took ownership. For the sale closing meeting the Clerk's office was asked for all tax data and Ladd prepared documents for closing. Mikulski paid the known

taxes for the year in advance upon closing. On 2/14 a letter from Lori, Town Clerk/Deputy Tax Collector stated buyer is to make sure taxes paid. It was Mr Ladd's argument that this is an error at the town level as the buyer did what he thought was needed for closing. The lien was also not filed within the appropriate dates. Ladd is asking the town to write off the back taxes and he will prepare a quit claim for his client. The tax collector would like to have the back taxes written off.

Motion Made: Fitzgerald, to prepare a quit claim, also try to collect from Cascade

Seconded: Caprara

Discussion: None

Vote: (5-0)

Managers Report

1st Item: Casella moves the waste from Hannaford properties. They wish to move the water through the Transfer Station instead of driving it to the PERC facility in Orrington, Maine. The type of trailer they use seemed unsafe to Larry Cole, the Transfer Station supervisor. He asked Casella to install safety chains to the container to keep it from falling off the truck when it was tipped while emptying out. The chains were installed. Larry was still unsure about whether the container should be allowed in the Transfer Station. Based on that concern, Jeff has forwarded an email from Cosella, they are asking for \$20 per ton discount. Jeff is ok with this as long as the agreement written up states that after 265 after that it goes up to normal price. Historically the town has not met their quota. Councilor Caprara is surprised that Cosella being in the waste disposal would put the equipment at risk. Would it count towards our tonnage? Yes, they are asking for discount. Fitzgerald questioned if the issue was the volume or safety. Jeff says it was put to him as safety. PERC is a larger facility. Why is this popping up now? They were delivering to PERC and have just rebid a contract yet never talked to the town about this. If council says yes then need a schedule of when they can deliver. If council says no, the transfer station will need to put magazine and paper into trash to make up 265 tons. Council would like additional information, find it hard to believe that someone in waste disposal would put their name on the line. Would like to see pictures and why still a concern. Councilor Henry will go by transfer station on Saturday has background in this area. The can in question is at Progressive Distributors. The town manager said, if Councilor Henry doesn't see a problem with the safety equipment, they will find a good time when the container can be processed through the transfer station and a supplemental agreement will not have to be approved by the council. Council will table this to see if safety issue or not.

2nd Item

Order 2014 Capitol project; police cruiser.

Two bids were received. Kennebec savings bank at 1.99% and Androscoggin Savings Bank at 2.1%. Would like to get Kennebec Savings approved for Order #156

Motion Made: Caprara; to sign lease purchase with Kennebec Savings Bank with amendment to paragraph 3 and 4 to Vice Chair instead of Chair.

Second: Fitzgerald

Discussion: None

Vote: (5-0)

Update Micro-loan program changes

The State changed the rules to focus on the financial status of the business owner instead of the municipality. Two businesses are applying. They will be notified if they are invited to submit an

application for the grant.

Committee on Aging Update

See packet insert

All purpose room reservation sheet – discussion

See proposed form. Concerns re: alcohol “not on town property” and what to do with equipment; not for use as in sound equipment.

Rumble Strips

Maine DOT plan to have them installed on center line by June 2014

Revenue and Expenses

OK for the most part. Next month will know whether we meet our budget/revenue projection. Jeff will be asking for money for reserve funds and not to rely on State funds. Long-term plan to get off the hand me downs. Start building reserves.

Item #22 Consider going into executive session in accordance with 1 MRSA, Section 405.6.E- Consult with legal counsel regarding union negotiations

Motion Made: Caprara to enter executive session at 9:10 p.m.

Second: Ellis

Vote: (5-0)

1000pm – Motion by Councilor Fitzgerald, Second by Councilor Henry to come out of executive session passed unanimously.

Chairman Cookson called a special council meeting for March 17th.

Councilor Caprara made a motion, seconded by Councilor Henry to adjourn.