

Winthrop Town Council  
Special Council Meeting  
Monday April 28, 2014 6 p.m.  
Winthrop Town Office

Roll Call – Attendance: Chairman Kevin Cookson, Sara Fuller, Linda Caprara, Lawrence Fitzgerald, Kenneth Buck, Donald Ellis, Richard Henry, Town Manager Jeffrey Woolston, Recording Secretary Joyce Tillson

Chairman Kevin Cookson called the meeting to order at 6:10 p.m.

**Item #34;** Approve \$29,000 invoice from Steve McGee Construction for demolition of the Masonic Building. Council packet has proposal for Library addition. Building is down, assuming a bill has been submitted.

**Motion:** Fuller

**Second:** Henry

No discussion

**Vote: 7-0**

**Item #35;** Approve up to \$45,000 for Engineering services to include design, structural, HVAC, Electrical, attending meetings etc. For the library addition.

**Motion: Fuller**

**Second:** Henry

Discussion: Council packet has proposal for library addition. Fitzgerald asked if the scope is usually there in detail; like start and end dates. This contract seems very basic. Phil explained it is to have design done in 60 days if the \$45,000 is approved. Hoping to have full proposal at July Council meeting with an August proposal. Mil dollar project. \$45 fixed not a percentage. Was asked how much was Phil's; \$\$25,000. \$739,000 to date. May kick off for campaign to raise the needed money for the Library.

**Vote: 7-0**

**Item #36;** Approve Quit claim deeds

**Motion: Fuller**

**Second:** Henry

Discussion: 2 of the latest on 2011 tax lien year. This cleans it up. Should know how many left soon.

**Vote: 7-0**

**6:15 Budget Session Started.**

**Item #33;** FY 14-15 Budget Workshop for the follow area:

**FINANCE**

Office supplies about the only increase everything else stayed the same. Cookson asked why; more supplies needed than previous years. Darlene said she would also like to do employee letters and certificates for those that have been with Town for a number of years. Caprara asked if online would work, Darlene said she didn't know if she could get everyone's email list; she currently is doing safety tips with the payroll donating paper she has at home. Fuller also agreed that email newsletter may be best. Councilors agreed employee newsletter is a

good idea.

### **Administrative Services – copy printing**

Covering wide variety of things. Centralized office supplies, network, nonprofit donations, county taxes, Cobbossee Watershed fees; and many more. The size of the line is \$1,840,095 to date, county taxes are \$600,000 of that. **Professional/Legal Services**- Caprara asked if we really should be budgeting \$87,000 again this year for legal services. Asked Jeff if we are going to see \$100,000 in legal every year now. Jeff said depends if council wants to over spend. And yes it is possible. Fitzgerald – going back 13 years only one year was it over \$100,000 prior to this past year has been \$60,000. Fuller – should be able to find a happy medium so as not to draw from undesignated surplus, somewhere between \$60,000 and \$80,000. Caprara – line 216 – by 24% health insurance increase. Jeff explained cost raised about 10% and had to return money previously spent. Cookson asked 193 – copy printing. Fitzgerald apologized this is wrong meeting, old note he had. Caprara – Jeff did you look into cell packages. Phones 1 plan or separate. Jeff stated 1 vendor. Fitzgerald line 222 – decrease in workers comp. Answer – actual based on prior years. Question 224 – flex benefits for admin part of employees to put in dollars for health. Fitzgerald – reduction in office = and Darlene said yes this due to putting things where they belong on correct line. Anabesacook lake association. All included in packet and the representative are here. Question – Fitzgerald – Flat funded? No 5% over last year. Memo was sent out. Goal was to eliminate furloughs and hope 5% this year is good. \$200 more than fiscal year 2010/2011. \$76,518 was in the memo. Fuller supports budget submitted, Cookson thinks great budget. Full Council support. Caprara invited them to come back often to update the Council and public on happenings. Buck stated nice job this year. Fuller no issues; the lake improvements – is related to milfoil. Sue Neil is here to present. Buck would like to know where the milfoil comes from; asked that they inform council. Sue said if you give us \$500 will only use what is needed and any extra will be subtracted from next year. Fitzgerald supports this; his questions are having boat inspections with volunteers a good long term solution? Inspectors are paid and trained, only bass tourney do they have volunteers and those are board members. Sue states that not only inspect they are spreading the message. Tamara Whitmore – 6,000 lakes and ponds only 46 have invasive plant. This is more educational. Train about 22 people every year. IF&W working on getting fish that shouldn't. Caprara suggested that the town be required to hand out instead of just putting on shelf for people to take. Jeff to give friends of Cobbossee the number of registered boats in order to pass out pamphlets. Fitzgerald is there a way to target higher risk – pleasant pond or cobbossee stream. Sue explained that yes they do a more thorough inspection. Jeff asked if the Council would like a list of nonprofits who ask for funds or would you like to do as last year. Caprara – would like to do nonprofits as last year- the most needy. Fitzgerald asked about county taxes going up 1.5%. County taxes 1.1 based on state evaluation – Winthrop went up. 2.8% County taxes going up. Jeff will adjust sheet as he just got number tonight. Fuller – last year zeroed out KVCOG; they are doing a new membership scheme and would like to consider giving them some dollars. Darlene – under professional services line 242 increased \$300 security for monitor in hallway. \$1.65 increase per month. Caprara 253 computer software license up 34%? Darlene states this is the number assessing gave to her for Vision software. Trio is also increasing. Jeff asked what number to use for legal services. Fitzgerald said last 12 years \$38000 excluding this year. Three highest years are \$71K, \$83K, \$124,000. Asked Jeff to budget \$80,000 for legal. Henry asked for Vision and Trio license dollar amounts. Darlene stated Trio not worth changing now. Line 264 space rentals – Caprara and Cookson asked for it to be taken out of budget. Jeff explained that it will be in school budget. Fuller – that is ok in big businesses; we are small and not acceptable.

### **Lights/Hydrants**

Cookson asked if last year's recommendation from Council to have Chief do a study. Jeff will ask again.

### **Public Works**

Matt – paving up \$380,000 and if town doesn't move now going to be in trouble. Been constant this winter. Over on cold patch. Caprara – not saying not for \$380 this is one area if we don't budget we will be ten fold. Asking Jeff for the roads, priority and cost. Fuller-was given at last meeting. Fitzgerald is this mostly overlay? Matt – it is mostly overlay. Henry – do we do the work or is it out to bid. Matt – all out to bid. Caprara asked for approximate cost to road list that was provided a few weeks ago. Matt says town doesn't have equipment to get the job done. Building and Maintenance? MMA did inspect and old 1960's garage needs work and salt shed needs siding and door. Priorities – estimate of each as Caprara asked maybe a 3 year plan so Council can partial out. The # given is where we should be based on miles. Agreed with what Fuller is requesting, a three year plans. Cookson how long ago was bond? Matt – believes the bond retires next year. Mt Pisca road and Old Lewiston Road were reclaimed and have out lived the bond. Turkey Lane – the first have was ground out and other half was not the reclaimed is holding up much better. Jeff - \$390 is an average, needs to be put back in. Line 724 – Jump to \$6788? Matt – fuel tank in back of truck, number really just moved around and not an increase. Fitzgerald – diesel price? Matt thinks about the same. Cookson – 333 – repair? Matt – Ranger still needs more repairs, wait for capital improvements. Matt – Sand and salt overage. All of Council “great job by public works this winter”.

### **Cemetery**

Buck – ford truck, is the body collapsed is it the frame to the body; what is wrong? Jeff said he has looked at the body and it needs to be replaced. \$2600 for a new body and truck was only \$1800. Jeff is hoping the upcoming state surplus can locate another truck like this. There is 200,000 miles on this truck. New account – Key cards? All trucks except diesel when filled out of truck. 796 Cemetery maintained 87.5% - not increase if compared to what has been spent so far there isn't that much difference. Henry – just as sense of what this is, Jeff – fixing things, rubbish removal. Jeff will get a list of what these expenditures are. Fuller – space for cemetery; are we running out? Jeff – no we are not.

**Landfill buildings** - Some monies have been cut. Trying to reduce propane cost; electric heater in office space – needed to keep from freezing, will be using fan only and not furnace. Fitzgerald – what do we store there? Answer 1. Has plow trucks – shed on right. 2 Big building has sweeper and depends on the season, the library's reclaimed molding and wood. Police have misc. Things as does public works. 3. Fire department.

### **General Assistance**

Donna prepared before she retired. The past couple of year's large number of applicants for GA program due to stands. Not a large cost to the town, Michelle should also be able to keep cost down based on state guidelines. Salary difference is due to new person.

### **North Cross Point**

The big cost is roof replacement on gazebo and minor repair on bathroom, \$10,400. These are estimated. Could not get an estimate due to building and design. Henry recommended looking into archtial shingles. Fuller – photos given are all included in estimate? Jeff- no just gazebo. The drain outside legion hall needs to be replaced this year and that is part of the increase. Jeff has asked for money to be put aside for culverts and drains. Cookson- is this for boardwalk, riprap or both. Jeff – both. Beach will continue to deteriorate North

Cross due to no money in the budget right now.

**Next meeting** - Fuller – compromise, have one meeting on Wednesday and next week on Thursday. Caprara expressed that there is not enough time and need to squeeze in a few more. Cookson -The school will be presenting budget in May per Town Charter yet according to the Superintendent their budget is not done. Police, Fire, Communications, Ambulance Wednesday the 30<sup>th</sup> at 6:00 pm. Fuller announced that KVCOG's Melissa will be a speaker at the Commerce Center Wednesday morning.

**Motion:** Buck; to adjourn

**Second:** Fuller