

**Winthrop Town Council**  
**Meeting Minutes**  
**October 3, 2011**  
**7 pm**

**Attendance:** Chairman Kevin Cookson: David Rheaume, Linda Caprara, Ken Buck, Sarah Fuller, Jeffrey Woolston (Town Manager) and Julie Winberg (Secretary). Absent: James Lattin, Priscilla Jenkins.

Captain Frost, Winthrop Police Department, was given a service award and standing ovation for his twenty years of dedicated service.

**Approve the Minutes of September 12<sup>th</sup> and September 19<sup>th</sup>**

Motion by Fuller and seconded by Rheaume, the minutes for these meetings were approved with a unanimous vote with the corrections made to the minutes for the meeting held on September 12<sup>th</sup> correcting the motions made and seconded for items #67 and #78.

**Item #77 Winthrop Bicycle/Pedestrian Plan**

Councilor Fuller reminded the attendees that copies of the plan are on the town's website as well as hard copies available from the town office.

Corrections have been made as requested at the meeting held in September.

Motion was made by Fuller and seconded by Caprara to approve as presented the Winthrop Bicycle/Pedestrian Plan.

An amended motion was then made by Rheaume and seconded by Caprara to approve the Plan in its finalized form **prior** to sending it out. This passed with a unanimous vote.

**Item #80 Bid Review – Sound System for All Purpose Room**

Bids went out to three companies for an upgrade to the sound system for the Town Hall. They were Sweetwater, Musicians Friend, and B&H Photo Video. Funding for this project will come out from undesignated funds. These companies are located in Northern New England.

*Councilor Caprara commented that a very important aspect of any contract such as this needs to incorporate onsite technical support.*

*The Town Manager was asked to check with the three companies that submitted bids to see what they provide for service and warranty and comeback to the Council with that information. He was also asked to find in-state vendors if possible.*

*Motion by Rheume, second by fuller to table the item until the in-state support situation and service after the sale can be determined. Motion passed with unanimous vote.*

### **Item #81      Zoning Discussion – Royal Street**

*Councilor Buck presented this request. One of his constituents has requested that a change be made to the present zoning of a parcel of land that he owns on Royal Street. It is presently zoned commercial and he would like to change it to high impact to make it more sellable.*

*Councilor Fuller noted that a review of the Comprehensive Plan needs to be done as Royal Street has already been addressed. Rheume made a motion, seconded by Buck, asking that a proposal be submitted by landowner to and reviewed by the planning Board. The planning board will then schedule public hearings noting that the Board does not favor, nor has the authority to do, spot zoning. This passed with a unanimous vote.*

*Councilor Fuller informed the group that the Comprehensive Plan Committee was meeting on October 5<sup>th</sup> at the town office at 7:00 p.m. This meeting is open to the public. Royal Street will be a part of the discussion.*

### **Item #82      General Assistance Benefits**

*The annual change to the limits of general assistance benefits was presented to the Council by the Town Manager.*

*The public hearing opened at 7:30 p.m. and closed at 7:31 p.m. with no public comment*

**Item #83      Consider the General Assistance Benefits Ordinance**

*Motion made by Fuller and seconded by Buck, the General Assistance Benefits was unanimously approved as presented.*

**Item #84      Winthrop Middle School after School Program**

*The town manager noted that the after school program has proven to be successful. The town funded this program for the past several years. This program's funding was eliminated during the budget cycle this year. The program director is preparing a grant application. The manager would like the council's approval to endorse a MOU supporting the grant application.*

*Chief Joseph Young, in attendance, also conveyed the benefits of such a program noting the lower crime rate, increased school attendance, and students that are more successful in school in general. This is not only true here in Winthrop, but nationwide.*

*Motion by Rheaume and seconded by Fuller, the Council approved, with a unanimous vote, to have the town manager sign the MOU supporting the grant package. There are no Town monetary contributions associated with this grant. It is just a clear indication of support from the town.*

**New Business**

*Motion by Rheaume and seconded by Fuller, the following nominations were approved with a unanimous vote:*

*Conservation Commission – Tom Heiss*

*Comprehensive Plan Implementation Committee:*

*Andy Weiss*

*Ken Johnson*

*Harold Burnett*

*Amy Wagner*

*John Callinan*

*Patrice Putman*

## Manager's Report

1. *Proposed town fees – after reviewing this further with town staff, and its impact on next year's budget, this will be presented to the council at the meeting to be held in November.*
2. *Expenses report – November should show a clearer picture on whether the current line items are coming in as projected. Recommendations for any changes will be reviewed.*
3. *The joint Town Council/School Board memo of understanding needs to be updated. A draft will be done and presented to Council at the next meeting.*
4. *Final details are being drawn up in reference to electronic tax payments at the Androscoggin Bank.*
5. *The amount for town encumbrances included town hall equipment planned such as computers, fax machines etc.*
6. *The second bid for slip lining the culvert should be received by October 4<sup>th</sup>. An email/phone call will be made informing councilors.*
7. *The high school does have a production studio but the ability to broadcast has yet to be confirmed.*
8. *There will be a temporary repair in place at the railroad crossing. Closing main street is not an option.*
9. *A letter was received from the Cobbossee Water District. There should be grants available to fund the installation of ten filters. Replacement filters will be included as part of the infrastructure budget.*
10. *The town office has a kitchen that is now being looked at by the former Winthrop's Soup Kitchen that was originally held out of a church and now temporarily being held at Annabessacook B&B. The proposal is to retrofit the present food preparation area to accommodate such a venture and allow the town to 'rent' it out. The town council, among questions of insurance, fire marshal approval and such, has requested the representatives to submit a proposal of the work that will be needed to be done i.e. the retrofitting, as well as the cost, to the council. When received, this will be reviewed and submitted to the town attorney.*
11. *The town received a rebate check from Maine Municipal for over \$4,000 dollars for its good record of low losses and claims.*
12. *Question from Rheaume: Does the bussing contractor pay any of the electricity as part of their contract?*

*Motion by Fuller and seconded by Caprara, the Councilors went into Executive Session for a personnel matter at 8:00 p.m. This passed with a unanimous vote.*