



**Winthrop Town Council Meeting Agenda**  
**6 PM Monday, Feb. 26, 2024**  
**17 Highland Ave.**  
**and via Zoom**  
<https://us06web.zoom.us/j/81524828747>  
Meeting ID: 815 2482 8747

**Call To Order – Roll Call**

Chair Shannon McDonnell \_\_, Vice-Chair Bruce Burns \_\_

Councilor Linda Caprara \_\_, Councilor James Steele \_\_, Councilor Andy Wess \_\_,

Councilor Roy Weymouth \_\_, Councilor Aaron White \_\_

Pledge of Allegiance

Public comment

**Item 017** Recognition of Councilor Elizabeth Peters' service

**Item 018** Consideration of granting authority to Elizabeth Peters to solicit sponsors for and run the concerts at Norcross Point for the summer season of 2024 from July 7 until August 25

**Suggested motion:** Move to grant Elizabeth Peters authority to solicit sponsors for and run the concerts at Norcross Point for the summer season of 2024 from July 7 until August 25

**Motion by:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Vote:** \_\_\_\_\_

**Item 019 Public Hearing:** The Barn at Silver Oaks Estate Special Entertainment Permit renewal application

Open:

Close:

**Item 020** Consideration of [Special Entertainment Permit renewal application](#) from the Barn at Silver Oaks Estate

**Suggested motion:** Move to approve special entertainment permit renewal application for the Barn at Silver Oaks Estate

**Motion by:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Vote:** \_\_\_\_\_

**Item 021** Discussion of [Maine Downtown Center's Municipal Membership](#) program

**Item 022** Discussion of [General Assistance challenges](#)

**Item 023** Discussion and consideration of [Spruce Street neighborhood drainage](#)

**Item 024** Consideration of awarding a [contract](#) to Dave’s Appliance for energy efficiency electrification projects involving HVAC and water heating in response to a Request for Proposals

**Suggested motion:** Move to approve a contract with Dave’s Appliance for energy efficiency electrification projects involving HVAC and water heating and authorize the town manager to execute the agreement

**Motion by:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Vote:** \_\_\_\_\_

**Item 025** Consideration of using fuel carry-forward funds to [replace the computerized reporting system at the Town’s fuel depot](#)

**Suggested motion:** Move to approve using fuel carry-forward funds to replace the computerized reporting system at the Town’s fuel depot

**Motion by:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Vote:** \_\_\_\_\_

**Item 026** Discussion of [Town Manager’s job description](#)

**Suggested motion:** Move to approve the Town Manager’s job description as presented/amended

**Motion by:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Vote:** \_\_\_\_\_

**Item 027** Consideration of disbursement warrants

**Suggested motion:** Move to approve the disbursement warrants as presented

**Motion by:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Vote:** \_\_\_\_\_

**Item 028** Consideration of recommendations from the Appointments Committee:

[Michael Deming](#), Zoning Board of Appeals, term exp. 12/31/2026

[Multiple applicants](#), Winthrop Utilities District Board of Trustees, term exp. 03/31/2025

[Don Holley](#), Winthrop Utilities District Board of Trustees, reappointment, term exp. 03/31/2027

**Suggested motion:** Move to confirm the recommendation of the Appointments Committee

**Motion by:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Vote:** \_\_\_\_\_

**Other Business:**

Public comment

Town Manager’s report

Executive Session – 1 M.R.S.A. § 405(6)(A) personnel matters

Adjourn

**Suggested Motion:** Move to adjourn meeting at \_\_\_\_\_ pm

**Motion by:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Vote:** \_\_\_\_\_