



**Winthrop Town Council Meeting Minutes  
6 PM Monday, March 18, 2024  
17 Highland Ave.**

**this meeting can be viewed at**

<https://www.youtube.com/watch?v=yKITP5tLpsI>

**Call To Order – Roll Call**

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

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

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

Pledge of Allegiance

Public comment

**Item 035** Discussion and consideration of matters related to [new foreclosures](#), per the Town's Policy for Tax-Acquired Property

**Motion:** Move to sell the foreclosed properties at 69 High Street and 17 Morrill Street to the prior owners for the taxes, interest and costs owed, and to begin proceedings to sell eight other properties foreclosed on in 2024.

**Motion by:** Caprara

**Second:** Weymouth

**Vote:** 6-0-1

**Item 036** Discussion and consideration of [Community Resilience Partnership options](#)

**Motion:** Move to direct the town manager to apply for \$50,000 from the Community Resilience Partnership for converting municipal facilities to heat pumps and LED lighting.

**Motion by:** White

**Second:** Caprara

**Vote:** 5-1 (Wess)-1

**Item 038** Consideration of changes to the [following fees](#):

1. Eliminating clerk's office notary service fees for residents
2. Increasing the fee for disposal of tires at the Transfer Station
3. Increasing the fee for disposal of e-waste at the Transfer Station
4. Charging commercial businesses for disposing of brush at the Transfer Station

**Motion:** Move to eliminate notary service fees for residents and charge non-residents \$5 per signature

**Motion by:** Caprara

**Second:** Steele

**Vote:** 6-0-1

**Motion:** Move to approve a fee of \$5 per tire for the disposal of tires, and to continue charging an additional \$10 per wheel if the rim is attached

**Motion by:** Caprara                      **Second:** Wess                      **Vote:** 5-1 (Weymouth)-1

**Motion:** Move to approve a fee of \$5 per item for the disposal of e-waste

**Motion by:** Steele                      **Second:** Caprara                      **Vote:** 6-0-1

**Motion:** Move to approve a fee of \$40 for a pulp truck, \$25 for a dump trailer, and \$15 for a small dump truck, and no charge for residential users.

**Motion by:** Caprara                      **Second:** White                      **Vote:** 4-2 (McDonnell, Wess)-1

**Item 036** Discussion and consideration of [Town Council liaisons](#) to Town committees.

**Motion:** Move to approve the following council liaisons:

Cemetery Committee – Steele  
Conservation Commission – Burns  
Planning Board – Wess  
Recreation Committee – White  
Village Revitalization Committee – McDonnell  
Zoning Board of Appeals – Weymouth

**Motion by:** Caprara                      **Second:** Wess                      **Vote:** 6-0-1

**Item 039** Discussion and consideration of [updates to Chapters 1 and 2](#) of the Town of Winthrop Personnel policy

**Motion:** Move to approve the updates to Chapters 1 and 2 of the Town of Winthrop Personnel policy as presented

**Motion by:** Caprara                      **Second:** Steele                      **Vote:** 6-0-1

**Item 026** Discussion of [Town Manager's job description](#) tabled from March 4, 2024, meeting

**Motion:** Move to approve the Town Manager's job description as presented

**Motion by:** Wess                      **Second:** Caprara                      **Vote:** 6-0-1

**Item 040** Consideration of disbursement warrants

**Motion:** Move to approve the disbursement warrants as presented

**Motion by:** Steele                      **Second:** Caprara                      **Vote:** 6-0-1

**Item 028** Consideration of recommendations from the Appointments Committee tabled from March 4, 2024, meeting:

[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

**Motion:** Move to TABLE the recommendations of the Appointments Committee to the April 1, 2024 meeting and to invite applicants Huff and Stockford

**Motion by:** Weymouth

**Second:** Caprara

**Vote:** 6-0-1

**Other Business:**

Public comment

Town Manager's report

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

Open: 8:05 pm

**Motion by:** Caprara

**Second:** White

**Vote:** 6-0-1

Close: 8:33 pm

**Motion by:** Steele

**Second:** White

**Vote:** 6-0-1

Adjourn

**Motion:** Move to adjourn meeting at 8:34 pm

**Motion by:** Weymouth

**Second:** Wess

**Vote:** 6-0-1