

**Winthrop Town Council
Meeting Minutes
Regular Town Meeting**

Monday, March 1, 2004

- The meeting was called to order at 7:01PM by Acting Chair, Patrice Putman
- Roll Call

Council Members Present: Patrice Putnam, David Rheame, Jim Norris, Jayne Despres, Linda Caprara, William MacDonald

Others present: Cornell Knight (Town Manager), Lee Bragg (Town Attorney), Lisa Frost (Secretary), Police Chief Joseph Young, Neal Glazier, Judy Stebbins, John Dovinsky, Paula Gaudet, Ken Buck, Linda Dyer, David Dyer, Gladys Richardson, Burt Richardson, Paula Cutter.

- Ordered that the Winthrop Town Council meet to consider the following items:

□ **Minutes of February 2, 2004 and February 4, 2004**

MOTION by Jim Norris to approve the minutes of February 2, 2004 and February 4, 2004. Motion was seconded by Bill MacDonald. Discussion: None. VOTE: 6-0. All in favor.

□ **Neal Glazier on United Way Day of Caring**

Neil Glazier, representing Kennebec Valley United Way spoke on the "Day of Caring" scheduled for May 19th at Norcross Point. It is an opportunity to get the youth to volunteer their time by raking leaves, painting docks, reading books at the library, working on the school fields and other meaningful projects. They work together with the School Board, the Town and Chief Young. Dave Poulin is also assisting from the High School. If anyone has project ideas, he/she should see Town Manager, Cornell Knight. Mr. Glazier invited the Council to join them on May 19th for a reception at noontime.

Acting Chair, Patrice Putman thanked Mr. Glazier for his hard work.

□ **Item # 27 Hold a public hearing on the Liquor License renewal application for Pepper's Garden & Grill**

Acting Chair, Patrice Putman opened the Public Hearing at 7:09PM

Chief Joseph Young stated they have not had any problems at Pepper's.
No other comments from the public.

Acting Chair, Patrice Putman closed the Public Hearing at 7:10PM.

□ **Item #28 Consider the liquor license application for Pepper's Garden & Grill, 357 A Main Street**

MOTION by Jim Norris to approve the liquor license application for Pepper's Garden & Grill, 357 A Main Street. Motion was seconded by Jayne Despres. Discussion: None. VOTE: 6-0. All in favor.

□ **Item #29 Presentation of the Healthy Futures Community Health Assessment Report – Gladys Richardson**

Gladys Richardson spoke about the Community Opinion Report Quality of Life that includes Winthrop and all eight Healthy Futures towns. She presented it to the Council. She thanked Paula and Michael Cutter who were instrumental in making it happen and for putting it together. She also thanked those citizens who came to the "Speak Out Forum" in September 2003.

Mrs. Richardson spoke about the origins of the report. Ten years ago, the Robert Wood Johnson Foundation gave Healthy Futures a grant of \$400,000. It took five years to get funding in place. They hired nurses and started a healthy coalition. They had two goals: to have healthy community coalition start and to improve the health of people.

For five years, they had nurses working in the community but did not have any community coalition. The Board Members of Healthy Futures were represented in population to the towns that were part of the organizations. In spite of that, they couldn't get a community coalition off the ground. Two years ago, Mrs. Richardson recruited Terry Depres as Chair of Winthrop's Healthy Community Coalition.

About one year ago, the Bureau of Health put out a call for a proposal that they would award \$5000 to communities who wanted to do a community health assessment. At the same time, the seven Kennebec Healthy Communities wanted to apply for the grant and *Getting Healthy* also wanted to apply for the grant. Healthy Futures worked with Kennebec Healthy Communities and *Getting Healthy* and proposed to the Bureau of Health that Southern Kennebec collect all the secondary data and organized it for all the Southern Kennebec County. Winthrop Healthy Futures would collect the community opinion data for each of the towns - Winthrop, Mt. Vernon, Readfield, Manchester, Monmouth, Fayette and Wayne. *Getting Healthy* would create the website for this information. All three are working together. The coalitions turned a \$5,000 grant and turned it into a \$15,000 value.

Mrs. Richardson spoke about the report. When people came to the "Speak Out", they talked about assets of the town including: good teachers, good town employees, good form of government, good infrastructure, good downtown, library, farmer's market. People who work together to improve our town include the town council, town manager, adult education, board of education, public safety. Two of the lists were "Why Winthrop hasn't been able to solve their problems?" and "What are some of the issues that need to be addressed?" She said it is in the report. It gives an opening of what Judy Stebbins would be talking about regarding the need for Comprehensive Planning.

Mrs. Richardson thanked the Town of Winthrop for its support and hoped to have a wonderful working relationship and do more town planning. Mrs. Richardson stated that she attended a GSI Internet Working for Communities and would like Winthrop to be a pilot for the program. She asked for volunteers.

Patrice Putman thanked them for their hard work and leadership. Ms. Putman asked what the data (from the "Speak Out") listed as priorities for the Town of Winthrop. Paula Cutter stated the Speak Out was very well attended. There were many common themes for all eight towns participating; in particular was transportation – signage and speed control and safety; pedestrian safety; and access to transportation. www.HealthyFuturesMaine.org has all the information.

□ **Item #30 Winthrop Community Coalition – Discuss the need to update the town's Comprehensive Plan**

Judy Stebbins spoke about the need to update the Town's Comprehensive Plan. She distributed two items: Meeting minutes of a Coalition Meeting from November and a page asking them to seriously consider updating the Comprehensive Plan.

Ms. Stebbins said that the state requires an update about every 10 years. Winthrop's last Comprehensive Plan update was 1996 and there has been a lot going on since then across the community, including new schools, renovations, etc. They formulated a long term vision and plan for the Town of Winthrop that included interaction with the community. They are concerned that the town has a new school, people are moving in, but the school population is decreasing. What is that relating to? They want to ensure that they make this a family friendly town and to have a report that outlines what people think makes a healthy, well functioning town.

Ms. Stebbins said. "Winthrop Coalition is on the move." They have a good cross section of community members. They are looking for a group of people to help with procuring grants. The Winthrop Community Coalition's concern is that they have a group working on trying to make sure the community works together as a whole and integrating organizations and groups. They are looking toward the future. The Comprehensive Plan is very outdated.

She also stated the Comprehensive Plan has many requirements from the State. There are also a variety of other areas that will need to be incorporated into the plan. They won't be able to afford a planner. Ms. Stebbins asked

the Council to seriously consider including some money for the Comprehensive Plan revision in this next fiscal year.

The Comprehensive Plan can give direction, cut down on redundancy, and give newer groups focus and give new community members a place to become involved in the community. She said there are a lot of groups doing their own thing right now. She stated that if a group could get together to start applying for grants in order to start the Comprehensive Plan, then out of the comprehensive plan, they would also find avenues to apply for additional grants for particular projects.

❑ **Item #31 Consider the list of tax acquired properties**

Town Manager, Cornell Knight distributed a list of four properties.

MOTION by David Rheame to send the four foreclosed properties out to bid. Motion was seconded by Jim Norris. Discussion: Jim Norris asked if all efforts were exercised to give people the opportunity to pay. Mr. Knight said they had thirty-seven properties listed over a month ago. People were called and all but these four properties were paid. Mr. Knight said they have return receipts from mailings sent. In addition, they have the lien. The next step is to put an ad in the paper and send it to the property owners and abutters and then to accept bids at the April 5th meeting. Bill MacDonald asked that another direct contact be made. Mr. Knight said they are taxes due from 2001, 2002, 2003 and an estimated 2004. *VOTE: 6-0. All in favor.*

❑ **Item #32 Consider adopting an Ambulance Billing Policy**

MOTION by David Rheame to accept the Ambulance Billing Policy as proposed. Motion was seconded by Linda Caprara. Discussion: Jim Norris asked if the lack of a policy created any loss of revenue. Mr. Dovinsky said no. Billing had always been well tracked. He said it was more to codify things, for housekeeping, medicare audits, etc. A citizen asked if there is an increase in rates. Mr. Dovinsky said no. *VOTE: 6-0. All in favor.*

❑ **Item #33 Consider a letter from the Department of Conservation regarding their interesting improving boat access to Annabessacook Lake.**

Town Manager, Cornell Knight stated that the Council had a copy of a letter from George Powell who worked with the Town previously to replace Norcross Point boat ramps. Mr. Powell is now interested in developing a boat ramp on Annabessacook Lake. Mr. Knight said he planned to have Bill Monagle present to speak. He will schedule it for the April 5th Council Meeting.

MOTION by Jim Norris to table Item #33 to the April 5th Meeting. Motion was seconded by William MacDonald. Discussion: None. *VOTE: 6-0. All in favor.* Acting Chair Patrice Putman asked that both George Powell and Bill Monagle be present at the April 5th meeting.

❑ **Item #34 Consider approval of a written decision in regard to the Larry Stratton personnel matter.**

The draft decision in regard to the Larry Stratton personnel matter was discussed. Lee Bragg stated a sentence was added: "Councilor Patrice Putman was absent on January 12, 2004, but attended on January 26, 2004 and February 2, 2004." On page two, the sentence was changed to "the council unanimously found" rather than "majority found". Mr. Bragg added the sentence, "Two councilors did not support termination as disciplinary response to this conduct."

David Rheame said he did not agree with "unanimous". Jim Norris said he thought the major source of disagreement was the severity of the penalty. David Rheame disagreed.

Lee Bragg would like Patrice Putman authorized to sign on the council's behalf.

David Rheame asked to change the wording "council unanimously" to "council majority" or "council".

Lee Bragg reviewed the changes. He stated he added the sentence of ““Councilor Patrice Putman was absent on January 12, 2004, ...”. The other significant change agreed upon was to take out “unanimously”. Mr. Bragg asked if they wanted the following sentence, “Two councilors did not support.....” to remain in the document. David Rheame and Linda Caprara said yes.

MOTION by Jim Norris that Council approves the legal document titled “Decision” in regards to the proceeding before the Town Council in the Matter of Larry Stratton Disciplinary Appeal Decision in that Patrice Putman sign the document on behalf of the council. Motion was seconded by Jayne Despres. Discussion: Lee Bragg asked if it suit everyone to use the word “majority” throughout the paragraph. It was agreed to just use the word “council”. Also, it was agreed to delete the sentence, “Two councilors did not support.....”. David Rheame stated to be sure the vote is mentioned in the document.

Jim Norris amended his MOTION to remove the sentence on page two, “Two councilors did not support termination as the disciplinary response to this conduct.” and to omit the earlier mention “unanimously” in the prior sentence. Jayne Despres amends her second motion. Discussion: None. VOTE: 6-0. All in favor.

□ **Item #35 Appointments Committee Report**

Jim Norris stated that the appointments committee met recently and conducted informal interviews of fine citizens that volunteered to serve. There were four people to fill two vacancies on the Planning Board. He stated that any one of them would be outstanding. They did vote to appoint Andrew Flint and John Leonard as Alternates to the Planning Board.

MOTION by Jim Norris to appoint Andrew Flint and John Leonard as Alternates to the Planning Board as requested. Motion was seconded by Bill MacDonald. Discussion: Bill MacDonald said that he is overwhelmed by the number of people volunteering and the wide range of skills they bring to the town. David Rheame said he was very impressed with all of the people. Jim Norris and David Rheame said the interview process went well. VOTE: 6-0. All in favor.

□ **Item #26 Update on the town office project**

Town Manager, Cornell Manager said the requisition for last month was \$63,113 leaving a balance of \$101,903. Front door will be installed on Thursday. Tile installation will start Friday. Carpet was delivered today. Counters go in tomorrow. Furniture is in and they are just waiting for notice to set up and deliver it. The phone company was in on Friday, but he has not heard of the results. There are significant change orders on the electrical and oil line, but those are involved with the Adell part and are included in the school bond, all within budget. But there were some unexpected expenses due to an obsolete conduit and the fuel line was extra work due to a sewer line in the way.

Mr. Knight said he anticipates being in the new Town Office for the April 5th meeting. The Town Office may need to be closed for a couple of days in order to move. Public announcements will be made.

Patrice Putman asked what is happening with the current Town Office building. Mr. Knight said, for the short term, the police department will absorb it. There is a committee working on making a recommendation for a police department building – renovating vs. new.

□ **Manager’s Report**

- Town Manager, Cornell Knight submitted a survey to DOT. They were asking to submit projects for their six-year plan. He included a safer intersection for Route 202 and Highland Avenue. He also put in work on minor state aid collectors for Route 135 South which would require a one third match from the community. Section four is the Transportation Enhancement Program, which Mr. Knight said the Town would likely apply for the bicycle pedestrian program, which is the continuation of the Main street sidewalk from Highland to the top of the hill. Our current Enhancement Program, which hasn’t gotten a signal to proceed with yet, is to do sidewalks from the school to Route 133 to Main Street and then from Green Street to Highland. And he included the scenic landscape walkway along Mill Stream.

- The Assessor has sent out 400 notices to Cobbossee and Lower Narrows Pond homeowners regarding an increase in values of their properties. It added 8 million in value to the town.
- The Apple Farm piece will be on the agenda in April. They do have an approval from DEP. It awaits the Town paying the fee, which would be \$9,100 and he will have it on the agenda in April. Jim Norris asked Mr. Knight to formally notify Mr. Guerette of the Apple Farm Item being on next month's agenda . Mr. Knight said he had spoken with Mr. Guerette today.
- The Town's participation in Pine Tree Zone was approved by the State.

❑ **Other Business**

None.

❑ **Adjourn**

MOTION by David Rheaume to adjourn at 8:27PM. Motion was seconded by Linda Caprara. VOTE: 6-0. All in favor.