

**Winthrop Town Council Meeting Minutes**  
**Regular Town Meeting**  
**Monday, May 3, 2004**  
*Winthrop Town Office*

- The meeting was called to order at 7:03PM by Chair Kevin Cookson.
- Roll Call

Council Members Present: Kevin Cookson, Patrice Putnam, David Rheäume, Jim Norris, Jayne Despres, Linda Caprara (departed at 7:10PM), Bill MacDonald

Others present: Cornell Knight (Town Manager), Lisa Frost, (Secretary), Chief Joe Young, Paula Gaudet, Terry Despres, Mike Burke, Linda Allen, Ellen O'Brien, John Mitchell, Sue Thomas, Phil Locashio, George Powell, Bill Monagle, Bob Pray.

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

□ **Minutes of April 5, 2004, April 7, 2004, April 12, 2004, April 14, 2004, April 26, 2004**

*MOTION by Jim Norris, seconded by Jayne Despres, to approve the minutes of April 5, 2004, April 7, 2004, April 12, 2004 and April 26, 2004. Discussion: None. VOTE: 7-0.*

□ **Item #63            Presentation from the Public Safety Building Committee – John Dean, Chairman**

John Dean, Chairman of the Public Safety Building Committee, and Police Chief Joe Young presented several options the Committee has been exploring. The Committee is looking for feedback from the Council. The Police Department needs space etc., however, future needs of the Fire Department and Ambulance Service should be considered as well. In a year or two, the Ambulance garage will need a new building and in five years, the Fire Department will need a new building as well.

<u>Rehab Old Building</u>	<u>Build a Stand Alone Police Station</u>	<u>Build Expandable Police Department</u>	<u>New Public Safety Complex</u>
<ul style="list-style-type: none"> <li>• \$650,000</li> <li>• Unknown Hidden Problems</li> <li>• Limited or no room for expansion</li> <li>• Interruption of business</li> <li>• Temporary Housing for Offices and Communication</li> <li>• No Long Range or Strategic Planning for the needs of the other Public Safety Buildings</li> </ul>	<ul style="list-style-type: none"> <li>• \$900,000</li> <li>• Demolish Old Building and make a green space park</li> <li>• Find Suitable Site</li> <li>• No Long Range or Strategic Planning for the Needs of the other Public Safety Departments</li> </ul>	<ul style="list-style-type: none"> <li>• \$900,000 plus</li> <li>• Demolish Old Building and make a green space park</li> <li>• Find a Suitable Site</li> </ul>	<ul style="list-style-type: none"> <li>• Higher Initial Cost</li> <li>• Consolidates Public Safety Departments</li> <li>• Addresses the immediate and future need of the other Public Safety Departments</li> <li>• Plans for the Future</li> <li>• Need a Suitable site</li> <li>• Need to Involve the Other Department Chiefs</li> <li>• Eliminates the duplication of mechanical systems, communication systems, etc.</li> </ul>

The Committee has been exploring land available. The most suitable piece of land is a five-acre parcel at the top of Main Street on Route 202 belonging to the Water District. The Water District has expressed an initial interest in selling to the town. The location of the land will allow Police, Fire and EMS response time to be more efficient for either side of the town. The Committee is meeting with the Water District Trustees on May 5, 2004. There are many issues to consider including hooking up a sewer line which may include getting an easement to T into the Utilities District line or putting a line under Route 202 which should be completed before the paving of Route 202 this summer.

Councilor Patrice Putman asked for clarification on "higher initial cost" of the new Public Safety Complex. Architect, Phil Locashio said he has worked together with all three departments (Police, Fire and EMS) regarding their space needs. Mr. Locashio reviewed a design of a proposed Public Safety Complex at the proposed Route 202 site. He outlined the three stages: First Phase: Police Department – 7900 square feet with 4,000 of it common space (training area, dining area, exercise room, day room, secretary room). Second Phase: EMS - 4500 square feet. Third Phase: Fire Department. Estimated cost is \$90 a square foot = \$2 million plus site work of \$50-60,000.

Councilor David Rheaume said that all comments have been explored. The Committee is a group of people from the community who have come up with ideas. If the Water District agrees to sell the land, it will take approximately 8 months because it has to go through the Public Utilities Commission. Chairman Kevin Cookson said it might also take several months to obtain approval from the Department of Environmental Protection.

Chief Joe Young reviewed several building sites that have been considered such as the Branding Iron and the Jennings Property. However, the Route 202 site is attractive because it is already tax-exempt. Therefore, it won't take away taxable property. In addition, the Route 202 site is not too far out of town and is at the top of the hill. John Dean said the response time would be less to East Winthrop from the Route 202 site because they are not going through downtown.

Councilor Jim Norris asked if the Committee looked at the disposal of the existing Police Department. Chief Joe Young said it is difficult to say how the Police Department's current building would be used because any other business would need to renovate. In addition there are deed restrictions. David Rheaume stated that the EMS office and garage could be turning into office space for the YMCA/Recreation Department. John Dean stated the Fire Station could be turned into a Public Works building. Public Works is using 100 year-old buildings now.

Councilor Jim Norris asked if the committee explored the use of the Post Office building should the new Post Office ever be built. David Rheaume said that the old Post Office would cost more to renovate. Chair Kevin Cookson added it only looked at the Police Department situation and not the future needs of the Fire Department and Ambulance. Mr. Cookson said the Committee looked at the needs for the future instead of being blind-sided with the needs of the Fire Department and EMS in 3-5 years. In addition, Mr. Cookson asked the committee not to worry about what will happen with the old building at this time.

John Dean said the Fire Department building has sagging floors from the weight of the fire trucks and the new fire truck is even heavier.

Councilor Patrice Putman suggested discussing consolidating services with Monmouth. Town Manager, Cornell Knight stated that he had discussed it with Monmouth. They may consider it for the Police Department but not for Fire or EMS. John Dean said they have not explored consolidation with Monmouth because Monmouth would probably need a substation in Monmouth for proper response time.

Sue Thomas said area along Route 202 is a limited access highway. Chief Joe Young said there are criteria that have to be met for egress/regress through DOT.

Councilor Patrice Putman thought the Committee has done a wonderful job of exploring and encouraged the Committee to keep moving in this direction.

Chair Kevin Cookson advised John Dean to move forward.

□ **Item #64**      **Presentation from Bill Monagle, Executive Director, Cobbossee Watershed District.**

Bill Monagle, Executive Director of Cobbossee Watershed District, reviewed Water Quality Data for Annabessacook Lake, Cobbossee Lake, Maranacook Lake, Upper Narrows Pond, Berry Pond, Dexter Pond, and Wilson Pond.

Mr. Monagle stated they are very encouraged with Annabessacook Lake. The Secchi Visibility has stayed around a minimum of 2 meters for the last four years. All summer long the water has been quite clear. Phosphorus still needs to be reduced. The Street Sweeper purchased last year will also help Annabessacook Lake for the non-shoreline development is the largest exporter to the watershed. When Annabessacook Lake improves, it will improve Cobbossee Lake.

Cobbossee Lake's clarity is 2.4 and phosphorus has come down.

Maranacook Lake South Basin is in great shape. A grant from DEP was received for Maranacook Lake in order to prepare a watershed management plan. The Town of Readfield is concerned with the North Basin. It is not as good as the South Basin. Readfield has extensive dirt, camp roads which were built for summer camps and are now being used for year-round residence. Therefore, they want to upgrade private camp roads. Winthrop and Readfield are working together this summer on the whole lake.

Wilson Pond is a concern. The Secchi Visibility is deteriorating. Mr. Monagle is preparing a grant (through DEP) for Berry, Dexter and Wilson Ponds to get a better picture of the watershed.

Upper Narrow Pond does not have a phosphorus problem, but a grant was received to do a study. Therefore, they are doing it.

Numerous complaints have been received about the high level water in the winter on Maranacook Lake. The ice is destroying waterfront land. Maranacook Lake Dam needs to be repaired in order to manage water levels. The approximate cost to repair is \$8-11,000. Mr. Monagle would like to find creative ways to fund it.

Councilor Patrice Putman asked what is being done to protect against invasive plants. Bill Monagle reviewed the inspection program and a grant recently received for inspections. Mr. Monagle will provide technical support to the inspection program.

□ **Tabled Item #33**      **Consider a letter from the Department of Conservation regarding their interest in improving boat access to Annabessacook Lake.**

*MOTION by David Rheume, seconded by Jayne Despres, to take Item #33 off the table.*

George Powell stated the current site located on Waugan Road has many safety and environmental concerns.

Mr. Powell said their preference would be for the town to come to the Department of Conservation with a site that could be developed for boat access. They have spoken with some property owners but haven't made any commitments. They plan on a boat access ramp similar to Norcross point.

□ **Item #65**      **Update on the 2003-2004 School Budget, Superintendent of Schools Paula Gaudet**

Terry Despres, Consultant, and Paula Gaudet, Superintendent, presented an Audit of the 2002-2003 Budget. (See Attached Report.) Mr. Despres showed over expenditures in four primary areas: Exceptional Education, Operation and Maintenance, Student Transportation, and Office of the Superintendent. The Town Council approved a transfer of \$175,000 for a special warrant in the 2003-2004 budget to be repaid in a one-time payment. It was paid back to the Town July 1, 2004.

Mr. Despres reviewed the 2003-2004 budget, budget adjustments (over expenditures) and actions to correct it. Over expenditures were due to: Unanticipated positions due to long term substitutes and program adjustments, underestimate of fuel cost in budget preparation, new high school operational costs, legal costs, legal judgments, Contract Impact, Schedule B Co-Curricular expenditures, expenditures in the Maintenance Account, and Increased Insurance Costs. Mr. Despres stated the district must review the Essential Programs

Funding model to avoid the continuing over expenditure trend. He recommended Cash Management reports to be presented to the Town Council every month or quarter. He also reviewed the Food Service Budget recommending a management system that could move a regionalized approach to oversee the program.

- Chair Kevin Cookson called a five-minute break.

*MOTION by David Rheume, seconded by Bill MacDonald, to move item # 71 out of context.*

❑ **Item #71**      **Consider the Transient Seller's license for the Farmer's Market**

*MOTION by David Rheume, seconded by Jayne Despres, to approve the Transient Seller's license for the Farmer's Market. Discussion: None. VOTE: 6-0*

❑ **Item #66**      **Consider a request from the mural Committee to paint a mural at Norcross Point**

Council Members, Citizen Sue Thomas, and Chief Joe Young were concerned about vandalism to the mural at Norcross Point. Margy Knight, representative for the Mural Committee, was not present at the meeting to discuss.

*MOTION by David Rheume, seconded by Jim Norris, to table Item #66 to next Monday, May 10, 2004 at 6:45PM. Discussion: None. VOTE: 6-0.*

❑ **Item #52**      **Tabled from 4/5/04, Consider the hot top price for 2004**

*MOTION by Jayne Despres, seconded by Jim Norris to take Item #52 off the table.*

Town Manager Cornell Knight said that David Smith, Public Works Director, has received a hot top price for 2004 at the 2003 rate.

*MOTION by Patrice Putman, seconded by Jayne Despres, to allow David Smith to accept the negotiated hot top price for 2004 at the 2003 rate. Discussion: None. VOTE: 6-0.*

❑ **Item #67**      **Consider a donation to the Transfer Station**

BIW is getting out of the Recycling Business and is offering to donate a Horizontal Bailer. The Transfer Station could use it for bailing Tin.

*MOTION by Patrice Putman, seconded by Jim Norris, to accept the donation of a Horizontal Bailer to the Transfer Station. Discussion: Citizen Sue Thomas asked if it worked. Town Manager Cornell Knight said it did work. VOTE: 6-0.*

❑ **Item #68**      **Hold a Public Hearing on the town's addition of two lots to the Pine Tree Zone regional Application**

Chair Kevin Cookson opened the Public Hearing at 10:00PM.

Town Manager, Cornell Knight said it was to add two lots - F and G - on Route 202 to be added to the Pine Tree Zone. There are already four lots in the Pine Tree Zone.

There were no other comments from the Public.

Chair Kevin Cookson closed the Public Hearing at 10:02PM

❑ **Item #69**      **Consider Order #116, to authorize the KVCOG to submit an application on behalf of the Town of Winthrop to establish a Pine Tree Zone to include lots 6-F and 6-G on Map 2.**

*MOTION by Patrice Putman, seconded by Jim Norris, to authorize KVCOG to submit an application on behalf of the Town of Winthrop to establish a Pine Tree Zone to include lots 6-F and 6-G on Map 2. Discussion: None. VOTE: 6-0.*

❑ **Item #70**      **Consider health club membership for town employees**

Town Manager, Cornell Knight stated that as part of the Police Union Contract, there are physical fitness requirements. Police Chief Joe Young has set up Health Club Memberships for the Employees of the Police Department at \$15/month for one year, paid by the Town (Training Budget) at United Fitness and Martial Arts. The Officer must participate at least four times a month. If not, the Officer drops the membership or reimburses the Town. Mr. Knight would like to offer the same package to all Town Employees. The Workplace Safety Reserve Fund would be used. The estimated cost would be \$3600 if all employees participated.

Councilor Jim Norris asked if it would be mandatory to participate. Town Manager Cornell Knight said no.

Councilor David Rheame said he had a difficult time offering this benefit at a time of budget concerns for the Town and State.

Councilor Patrice Putman said it was a good preventative measure and would actually save money for physically fit people are lot less expensive than non-fit people.

*MOTION by Patrice Putman, seconded by Bill MacDonald, to allow the Health Club Membership for Town Employees under the plan set up by Town Manager, Cornell Knight at \$15 a month, for one year and to participate at least four times a month. If not, the Town Employee is to reimburse the Town. Discussion: None. VOTE: 4 – 2 (Jim Norris and David Rheame oppose.)*

❑ **Item #72**      **Consider the Victualer's license renewals**

*MOTION by David Rheame, seconded by Jim Norris, to approve the list of Victualer's license renewals. Discussion: Chair Kevin Cookson asked Chief Joe Young if there were any issues. Chief Young said there were no issues. VOTE: 6-0.*

❑ **Item #73**      **Consider a Transient Seller's license for Wicked Weenies.**

*MOTION by David Rheame, seconded by Jayne Despres to approve the Transient Seller's license for Wicked Weenies. Discussion: None. VOTE: 6-0.*

❑ **Item #74**      **Hold a Public Hearing on the special amusement application for the American Legion.**

Chair Kevin Cookson opened the Public Hearing at 10:15PM.

Chief Joe Young had no concerns. Citizen Sue Thomas asked if people could smoke at the American Legion. Councilors said yes, because it is a fraternal organization. Ms. Thomas was concerned because she heard it was taking from businesses in the area.

Chair Kevin Cookson closed the Public Hearing at 10:18PM.

❑ **Item #75**      **Consider the Special Amusement permit application for the American Legion.**

*MOTION by David Rheame, seconded by Jayne Despres, to accept the Special Amusement permit application for the American Legion. Discussion: None. VOTE: 6-0.*

❑ **Item #76**      **Appointments Committee Report**

None.

❑ **Item #77**      **Update on the town office project; sound system, window treatments**

Town Manager, Cornell Knight reviewed quotes received for window treatments and sound systems.

Mr. Knight said the blinds are the most versatile.

The sound system quote is approximately \$11,000 for a wireless system. Councilors agreed that there was a need for a sound system but were concerned about the high cost and the limited amount of time the sound system may be used. It was suggested that the Council Members' seating could be reconfigured in the All Purpose Room to allow for better acoustics. Town Manager Cornell Knight will look into more options. The Sound System Item was tabled.

*MOTION by Jayne Despres, seconded by Jim Norris to order the blinds for the windows. Discussion: NONE. VOTE: 6-0.*

Town Manager, Cornell Knight said the carpet for the hallway was shipped on Friday, April 20, 2004. The heating problems have been fixed. Paving and loam & seeding are planned for this week.

❑ **Item #78**      **Consider the Town Council's goals for 2004-2005**

*MOTION by Bill MacDonald, seconded by Patrice Putman, to accept the Town Council's goals as put forward. DISCUSSION: None. VOTE: 6-0.*

❑ **Item #79**      **Consider a transient seller's license for Old Colony Ice Cream**

*MOTION by Jayne Despres, seconded by Patrice Putman, to approve the transient seller's license for Old Colony Ice Cream. Discussion: None. VOTE: 6-0.*

❑ **Manager's report**

- Mr. Knight asked the Council if they would consider a consent agenda. David Rheaume asked how a Public Hearing would be held in relation to a consent agenda. Mr. Knight will look into it.
- Town Council Special Meeting is scheduled for next Monday, May 10, 2004 at 6:45PM.
- *DownEast* Magazine featured an article on Winthrop, including a picture of Winthrop on the cover.
- Mr. Knight is going on a "Manager Exchange" to Norway, which is scheduled for June 15-27, 2004. The Manager from Norway will visit Winthrop in October. It is an opportunity to observe municipal government in another country. The program is at no cost to the Town. Mr. Knight is paying for his own airfare.
- Mr. Knight has sent out RFP for engineering work for the sidewalk project. Several have been received.

❑ **Other Business**

Chair Kevin Cookson asked if any Council Members were interested in joining the MMA Executive Committee.

❑ **Adjourn**

*MOTION by David Rheaume, seconded by Patrice Putman, to adjourn at 10:42PM. Discussion: None. VOTE: 6-0. All in favor.*

*Submitted by Lisa Frost, Secretary to the Town Council.*