



**Winthrop Town Council Regular Meeting Minutes
Monday February 7, 2022
Via Zoom**

<https://networkmaine.zoom.us/j/86703647394>

Meeting ID: 867 0364 7394

6:00 PM

Executive Session at 6:00 PM

Open Session resumes at the conclusion of Executive Session – Approximately 7:00 PM

Call To Order – Roll Call

Chair Sarah Fuller, X Vice-Chair Andy Wess, X
Councilor Barbara Alexander, X Councilor Bruce Burns, X
Councilor Linda Caprara, X Councilor Rita Moran, Councilor Elizabeth Peters, X

Item 26 Consideration of entering Executive Session

Suggested Motion: Move to enter Executive Session pursuant to 1 M.R.S.A. § 405(6)(A) Personnel.

Motion: Wess **Second:** Burns **Vote:** 6/0

Time Entered: 6:02 pm

Item 27 Consideration of leaving Executive Session.

Motion: Caprara **Second:** Wess **Vote:** 6/0

Time Exit: 6:40 pm

Action:

Move to renew Town Manager Jeffrey Kobrock's contract to April 2023 in conformance with the original contract terms and as result of his evaluation, make him eligible for two costs of living increases previously awarded to all other non-union employees that he was unable to take advantage of due to this evaluation not having been completed previously.

Motion: Alexander **Second:** Caprara **Vote:** 6/0

Item 28 Presentation of FY21 Audit

Jennifer Connors of Runyon Kersteen Ouellette reviewed the results of the FY 21 audit. Ms. Connors mentioned the audit went very well. She thanked Vernice Boyce and staff for being very well organized and having the information they needed ready in advance.

Item 29 Consideration of Updating the Fund Balance Policy.

[Existing](#) [Proposed](#)

The Town Manager explained that the existing policy dates back a few years and only recommends a fund balance of 8%. The proposed policy recommends a higher level of fund balance of 20%. We are currently rebuilding the fund balance and are close to the 20% mark, this is a good new threshold to adopt.

Councilor Alexander would like the new language removed that states how the excess funds be utilized for specific items. She feels it restricts the council's authority.

Motion: Move to adopt the Proposed Fund Balance Policy as stated in Item 29.

Motion: Peters

Second: Wess

Vote: 5/1 Alexander

Item 30 Consideration of approving minutes of [meeting held January 24, 2022](#) and sign disbursement warrants.

Motion: Wess

Second: Peters

Vote: 6/0

Item 31 Finance Reports from Previous Month

[Revenues](#) [Expenses](#) [GL Balances](#) [Other Funds](#)

Item 32 Public Hearing: [Barn at Silver Oaks Liquor License Renewal](#).

Open: 7:38 pm

Close: 7:40 pm

Owner Gene Carbona attended the meeting and explained that they have had a very busy season. They usually host 30 events a season and this season they hosted 70 events. The extra events were due to reschedules from 2020.

Police Chief Frost advised there were no issues or complaints with the Barn at Silver Oaks.

Item 33 Consideration of Barn at Silver Oaks License Renewal.

Motion: Move to approve Barn at Silver Oaks Liquor License Application

Motion: Burns

Second: Wess

Vote: 6/0

Item 34 Public Hearing: [Barn at Silver Oaks Special Amusement Permit](#).

Open: 7:40 pm

Close: 7:41 pm

Item 35 Consideration of Barn at Silver Oaks Special Amusement Permit.

Suggested Motion: Move to approve Barn at Silver Oaks Special Amusement Permit.

Motion: Peters

Second: Burns

Vote: 6/0

Item 36 Public Hearing: [Council Order 2022-3](#) Discontinuance of Public Easement.

Open: 7:42 pm

Close: 7:46 pm

The Town Manager advised that in 1999, the Council discontinued a public way in the vicinity of the East Winthrop Beach and Welch's Point and retained a public easement. This easement has caused confusion because it continues to exist as an easement but is not useful to the public. This order would discontinue the easement in an effort to clear up the confusion, sell the property to the abutters, and finally have some clarification and closure on this issue.

Chairperson Fuller explained that this would not discontinue the public's use of East Winthrop Beach. It will actually provide resources to make improvements to that area.

Item 37 Consideration of Council Order 2022-3 Discontinuance of Public Easement.

Motion: I move that the Town Manager be authorized to accept a deed from the East Winthrop Improvement Association, and further to execute deeds to abutters, which deeds are to be placed and held in escrow along with the abutters' purchase money pending final action by the Council on the Discontinuous Order at its meeting on March 7, 2022.

Motion: Alexander

Second: Peters

Vote: 6/0

Item 38 Consideration of [Council Order 2022-4](#) Authorizing of \$1,787,017 Land and Water Conservation Fund Local Match.

Chairperson Fuller advised that this continues our discussion from last meeting regarding the Norcross Point Redevelopment Project. We had an initial match and grant awarded. The Land and Water Conservation Fund advised they had additional monies that they could expend if the Town was willing to make an additional local match. This would enable us to shorten the timeframe of the project and overall reduce the cost of the project.

This would cost the Town approximately \$100,000 per year for 20 years. There would still be a decrease in debt service during that timeframe.

Suggested Motion: Move to approve Council Order 2022-4 Authorization of \$1,787,017 Land and Water Conservation Fund Local Match.

Motion: Burns

Second: Peters

Vote: 6/0

Item 39 Consideration of [Council Order 2022-5](#) – Authorizing American Rescue Plan Act Priorities and Estimates.

[Premium Pay for Essential Employees](#)

Motion: To allocate a minimum of \$50,000 for the development of a proposal that would come back to the Council for approval to focus on two categories of ARPA funding which are not reflected in Council Order 2022-5 namely, Negative Economic Impacts and Service to Disproportionately Impacted Communities.

Motion: Alexander

Second: None

Vote: Motion Failed

Councilor Caprara feels that ARPA funds should be used for the broad citizenship of Winthrop and should not be dedicated to certain individuals within the town. She is not in favor of supporting social service agency programs within the town as the state has funds for this.

Motion: Move to approve Council Order 2022-5 – Authorizing American Rescue Plan Act Priorities and Estimates.

Motion: Wess

Second: Peters

Vote: 5/1 Caprara

After the vote, Community Members spoke regarding the process of public comments at Town Council meetings and gave their opinions on how the ARPA funds should be used to benefit the town and community.

Item 40 Consideration of the Appointments Committee Recommendations.

Councilor Wess advised that Councilors Peters and Burns are now members of the Appointments Committee. The Appointments Committee would like to nominate following:

- Jim Norris as Chair as Board of Assessments Review
- Dave Cook as Conservation Committee Member
- Tyler Kidder as Conservation Committee Member

Motion: Move to approve the Appointments Committee Recommendations.

Motion: Wess **Second:** Burns **Vote:** 6/0

Item 41 Consideration of [Council Order 2022-6](#) Amending Cemetery Fees.

Motion: Move to approve Council Order 2022-6 Amending Cemetery Fees.

The Cemetery Committee reviews fees on an ongoing basis and are recommending the amended fees.

Motion: Wess **Second:** Peters **Vote:** 6/0

Other Business:

Motion: To approve Elizabeth Peters to garner the funds necessary through annual donors and sponsors and organize/book concerts at Norcross Point for the summer season of 2022.

Motion: Wess **Second:** Burns **Vote:** 5/0/1 Peters abstained

Councilor Caprara wanted to make people aware that at the legislature, the Taxation Committee voted in favor for a second home tax in the State of Maine last week. She asked the Town Manger to find out if MMA supported this.

Councilor Alexander mentioned that the Friends of Cobbossee Watershed is hosting a five town meeting on invasive plants this summer.

Motion: To approve the Ice Out Plunge on March 19, 2022 and close the road as needed.

Motion: Wess **Second:** Burns **Vote:** 6/0

Councilor Peters asked to have the Mooring Ordinance as an agenda item in March.

Manager's Report:

Budget Schedule –The Town Manager reminded the group that beginning in April there will be a budget workshop every Monday until the early part of June.

Browntail Moth Update – We have engaged with a tree service to remove any infestations that Public Works cannot get to. Spikes that are inserted into trees to repel the moths and their nests are being investigated.

Suggested Motion: Move to adjourn meeting at 9:08 pm

Motion: Wess **Second:** Burns **Vote:** 6/0