



MINUTES OF THE BOARD OF SELECTMEN'S MEETING
OCTOBER 23, 2012
WINDSOR TOWN OFFICE

Note: These minutes may not be considered an official public record until such time as they are read and accepted by the Board of Selectmen Members.

Members present: Jonathan Adams, Ray Bates, Ronnie Brann and Richard Gray, Jr. Dan Gordon was absent.

Public Attending: Tom Reed, Jim Piper and Bill Appel.

Employees Attending: Theresa Haskell, (*Town Manager*), Keith Hall (Road Supervisor), Tim Coston (*Transfer Station Attendant & ACO back-up*) and Debbie French (*Secretary to the Board*).

Ray Bates called the meeting to order at 6:02 p.m. with the Pledge of Allegiance.

Public Hearing for General Assistance Appendices C 2012-2013:

Ray called the hearing to order @ 6:03 p.m. Theresa read all the changes in the Appendices C amounts to the board.

Jonathan Adams made a motion to adopt the MMA Model Ordinance GA Appendices C for the period of October 1, 2012 to September 30, 2013 which are filed with the Department of Health and Human Services (DHHS) in compliance with Title 22 M.R.S.A. § 4305(4), seconded by Rick Gray, Jr. and approved 4-0-0.

Ray closed the Public Hearing at 6:05 p.m. and called the Regular Board of Selectmen's Meeting back to order at 6:10 p.m.

Previous Meeting Minutes:

Ray made a motion to approve Minutes dated 8-21-12 & Minutes dated 9-24-12 as read seconded by Rick Gray, Jr. and approved 4-0-0.

Ray made a motion to approve Minutes dated 9-25-12 with the corrections: page 1: Public Comment: "to prevent and control pest infestations": Public Works a) "on roads that have been done": Page 2: the Gr. should have been Jr. and also wanted the answer "Theresa went into the IRS on 8-22-12 and has not received an answer yet; Page 3 (g) clarify that "Steve Plourde mentioned to Theresa Haskell" that his son will be looking at getting his Eagle Scout seconded by Rick Gray, Jr. and approved 4-0-0.

Ray made a motion to approve Minutes dated 10-2-12 with the change under Transfer Station: "the board agreed with Tim regarding the refrigerators needing to be hauled before winter" seconded by Rick Gray, Jr. and approved 4-0-0.

Ray made a motion to approve Minutes dated 10-9-12 with the changes: Remove Special from the meeting title, clarify that the board said yes to putting the cross bracing on the end of the building opposite of the 16X32 building and also to clarify regarding the beaver situation on the Greeley Road to

have Tim trap now “the board said if Inland Fisheries agreed, then to go ahead” seconded by Rick Gray, Jr. and approved 4-0-0 (page 2 e)

Public Comment:

- a) Jim Piper said that he noticed that things were being done at the Transfer Station and wondered when the pad was going to be laid ... Theresa said that it will be done this week.
- b) Tom Reed thinks that he may have been the one who initiated the response for the RSU #12 changes to the method of cost sharing. Ray Bates said that it could have been because of a letter he put in the Town Line.
- c) Jim Piper wanted to know if the board is going to meet on election night and was told yes as the board meets downstairs and the voting will be done upstairs.
- d) Bill Appel said that he had attended his first Planning Board Meeting.

Public Works:

- a) **McGee Construction Contract for Snow Removal:** Steve McGee signed the contract for the 2012-2013 Season and Theresa asked the board to look it over and to sign. Ray asked if it was in the original agreement that they have a review of his trucks and Theresa said “Yes and that she & Keith had looked at the trucks recently.
- b) Hunts Meadow Rd was paved today.
- c) Got tires for the trucks.
- d) Truck #2 is at McGee’s for an inspection sticker and when it comes back it will be all ready for winter.
- e) Keith is happy with the new stands for the sanders and just needs to put some rubber underneath the back of them.
- f) Keith still has shoulders to do on the Coopers Mills Road and said if he can get a couple of good days he could be able to complete it.
- g) Keith said that he graded the Wingood Road yesterday.
- h) Robbie Baker added 4” to the wing tower on truck # 4 and Keith said that it makes a big difference.
- i) Keith said there is a big water problem on the Crosby Road by the home of Yvonne Wilcox and he has met with the D.O.T. and they are planning to work with us to take care of this.
- j) Ronnie Brann mentioned that there was 90 tons of hot top run through the plant on Pit Road last week and there were no complaints.

Transfer Station:

- a) **Transfer Station Figures for September:** Theresa gave the board the Transfer Station Report for September which shows that we are down about \$2,000 from last year. We haven’t received the proceeds from the sale of the metal yet as it was just hauled last week so that will be in October’s report.
- b) **Transfer Station Infrastructure Update:** The slab is going to be poured by the end of the week by Glidden Construction. Ronnie wants to make sure that Dick Avery will do the plates and bolts – much discussion! Rick asked about how the underground conduit will come from the pole out front for electricity and Theresa said that she will ask Avery Glidden about it.
- c) The sick turkey on Crosby Road was not a sick turkey, but actually a turkey that had been shot. Tim tried to chase it but the turkey got away. (ACO item)
- d) Tim met down at the Transfer Station with Waste Management and got the binders off the trash cans which turned out to be very difficult. Russ is coming tomorrow to re-position the pins on the binders.
- e) The new can has bigger rollers and does not set on the skid the way that it is supposed to so they will be bringing the correct size tomorrow and take care of it. Much discussion.

Consideration of Payment Warrants #17, 18 & 19:

Rick Gray, Jr. made a motion to approve warrant #17, #18 & #19 seconded by Ronnie Brann and approved 4-0-0.

Old Business: None.

New Business:

- a) ***Transfer Station Roof and Building Bid Proposal:*** Theresa has a question on page 7 of the contract: “When does the board want the bids back and who do they want to send the bids to?” The board recommended Mike King, Lajoie Brothers, Dick Avery & Troy Prescott. Bids need to be back by Monday, November 5th at 5:00 p.m. and then there will be a Special BOS Meeting at 6:00 p.m. to open the bids. Completion date will be January 31, 2013 which may be subject to penalties beyond completion date.

Town Manager’s Items:

- a) ***Burgess Computer Contract:*** Theresa and Rick have looked it over and they would like the same \$90.00 per hour and a 20 hour pre-paid block. **Ronnie Brann made a motion to approve and have Theresa sign the contract seconded by Rick Gray, Jr. and approved 4-0-0.**
- b) ***Time Warner Cable Contract:*** Theresa noticed some areas that were incorrect. Theresa’s recommendation is to sign the contract and have the board initial each page and to cross out the incorrect portions. They have 3 changes since last time: # 1 Name change; # 2 They asked to have an extra copy sent to their law department, # 3 There is a different signer for their company. **Ronnie Brann made a motion to sign the new updated contract as of today’s date with the corrections made and each page initialed and dated seconded by Jonathan Adams and approved 4-0-0.**
- c) ***Letter from Vern Ziegler, Assessors’ Agent:*** **Jonathan Adams made a motion to recess as BOS and to convene as Board of Assessors at 7:58 p.m. seconded by Rick Gray and approved 4-0-0. Ronnie Brann made a motion to accept the Tax Assessors’ recommendations for tax abatements for Oxford Property Management in the amount of \$207.08 and John & Kareno Stansbury in the amount of \$37.20 seconded by Jonathan Adams and approved 4-0-0.**
- d) ***2012 Municipal Valuation Return:*** **Jonathan Adams made a motion to sign the 2012 Municipal Valuation Return seconded by Ronnie Brann and approved 4-0-0. Jonathan Adams made a motion to adjourn as Board of Assessors at 8:10 p.m. and to reconvene as BOS seconded Ronnie Brann and approved 4-0-0.**
- e) The Food Bank donated ten \$100.00 gift cards to be used for General Assistance at Theresa Haskell’s discretion.
- f) The oil pump bid at the Transfer Station from Larry Finley is \$100.00. **Ronnie Brann made a motion to accept the \$100.00 bid from Larry Finley seconded by Jonathan Adams and approved 4-0-0.**
- g) Theresa is taking donations for the flowers for Angela Hinds in sympathy for the death of her father.
- h) ***Mil rate/ Surplus Figures:*** Theresa had a chart of the Town of Windsor’s Mil rates for the last five (5) years and the amount taken out of surplus over those years. The mil rate has held steady at 12.4 for the last three (3) years.
- i) Mike O’Connor has come to the Transfer Station twice now with his equipment at no charge to roll the gravel for the Transfer Station Base. Theresa thinks that we should give him a gift card to a restaurant somewhere. **Ronnie Brann made a motion to give Mike O’Connor a gift card in lieu of payment for using his roller at the transfer Station in the amount of \$50.00 seconded by Jonathan Adams and approved 4-0-0.**
- j) At the staff meeting this morning it was discussed about emailing Tax Maps. Angela did a survey through the MMA. Theresa thinks that we should be charging .50 per copy and that our tax maps would be free to email customers. The board is in agreement to have the copies go to .50 which would really be an internal decision.

- k) Last year Theresa paid out of her own pocket for two wreaths for the Town Hall doors. This year Theresa is asking that the town pay for the wreaths from the school. This money goes towards their 8th grade class trip. The board is in agreement with this.

Selectmen's Items:

Ray Bates declared this meeting adjourned at 9:00 p.m.

These minutes were approved by the Board of Selectmen on **11-6-12** with the following amendments: **add to the 1st page last paragraph that says also clarify that the beaver situation on the Greeley Road, "the Board said if Inland Fisheries agreed to have Tim trap now, then to go ahead".**

The next Special Board of Selectmen's Meeting will be on Monday, November 5, 2012 at 6:00 p.m. at the Town Hall to open the bids for the Transfer Station Building and Roof.

The next regular Board of Selectmen's Meeting will be on November 6, 2012 at 6:00 p.m. at the Town Hall.

Respectfully Submitted,

Debbie French
Secretary to the Board of Selectmen