



MINUTES OF SPECIAL BOARD OF SELECTMEN'S MEETING  
WITH THE TRANSFER STATION COMMITTEE

**December 11, 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.

Board of Selectmen Members present: Ray Bates, Jonathan Adams, Dan Gordon & Ronnie Brann. Rick Gray Jr. was absent.

Transfer Station Committee Members present: Tom Reed, Moe Belanger & Cheryl Pratt. Jim Piper was absent.

**Public Attending:** None.

**Employees Attending:** Theresa Haskell, (*Town Manager*) and Debbie French (*Secretary to the Board*).

**Board of Selectmen Chairman Ray Bates called the meeting to order at 6:14 p.m. with the Pledge of Allegiance.**

**Public Comment:** Tom Reed read a Quote from Noah Webster.

**Transfer Station Budget Discussion:**

Ray said that the cement pad is all done and some of the steel beams are here. Theresa and Tom Reed have been looking into pricing on the large scales. Theresa said that Sebago Scales came to the Transfer Station. He said that we really need the 40 foot large scale with a pit. This is because we do not have enough room for turning around. They would be able to be cleaned out via a manhole with a sump pump. The reader can be set up by 5, 10 or 20 pound increments. Ticket number would be by the number of their address i.e. 523 Ridge Road would be ticket number 523 as the probability of two people with the same number of different roads is not likely. We will need a cement slab for the bulky and metal containers. Avery Glidden will be coming next week just to give us an estimate. Moe Belanger asked about whether or not the pit water will need to be tested by DEP. Theresa will check into this. Theresa will also call B&S Paving for an estimate for paving. We can do the ground work for the large scale and pit area. They recommend 4 conduits coming from the scale to the office. The board discussed having Gagne Concrete to do the concrete barriers and catch basins. Theresa will get prices on both the electric swing gate and slider gate either one would also have a manual operation. Tom said this new plan can run on the single phase and will save us money that way. There was much discussion regarding the lighting of the gates for the Transfer Station and Public Works Garage. Additional lighting could be put off from the PW Garage shining right down unto the Transfer Station yard. Ronnie asked if we will be having striping and signage for the yard after paving ... everyone agreed that it was a good idea. Tom said that he thinks that the cans for the Bulky Waste and Metal should be higher than the cement barrier.

**Other Business:**

- 1) Theresa will be getting the price for a new Town Generator from Dan Finley.
- 2) Dick Avery will be giving ideas for office and Transfer Station improvements.

**Reserve Accounts Budget Discussion:**

Theresa thinks that we need to add a Backhoe Reserve Account. If we put \$10,000 per year into a reserve then we would have a good down payment on a new one in 2 years. Theresa asked the Board for suggestions for the reserve ... they were in agreement on 10,000. Theresa would like to change the Public Works Truck Reserve from \$15,000 per year to \$25,000 per year. Tom Reed asked if we are going to start charging out the trucks. Theresa said that's basically what we do through Reserve Accounts. Jonathan said that we need to have the ability to get our fuel from the State Garage in China. Jonathan suggested having a 100 gallon tank on the back of a truck to transport the fuel which would save us 50¢ per gallon through the State. Ronnie said that we need to make sure that we meet all the guidelines for this through DEP. Theresa will check on this. Recommendation of changing the Transfer Station Trailer Reserve to the Transfer Station Containers Reserve or do we change it to Transfer Station Reserve. Right now we have 2 different Transfer Station Reserves under the names Transfer Station Infrastructure Reserve and Transfer Station Improvement Reserve. The board decided to name them all the Transfer Station Reserve. After much discussion the recommendation for the amount of this reserve is \$8,500.

**Town Hall Reserve:** Right now is \$3,000 per year. Right now the roof needs to be recoated ... Ronnie will check with G&E Roofing for an estimated cost. The recommendation is for \$7,000 to be added to it.

**Ash Removal:** Right now we have \$14,000 and will be keeping it at \$3,500 per year.

**Rescue Reserve:** The amount in this reserve is \$5,000 right now per year but Theresa said that she will ask Ray Chavarie regarding the amount for next year.

**Forest Fire Reserve:** Theresa will be getting this figure from the Windsor Volunteer Fire Department.

**Paving for the parking lot (backside):** There was discussion on getting a price for this paving.

**Lighting in the old PW Garage:** We will be getting a price for this lighting.

**Roads:** Theresa is asking for \$550,000.

**RSU:** Whitefield – Hilary Holmes ... recommends that the towns see what the basic ballparks are going to be for looking into the AOS and to make sure what you are willing to pay to get everything back.

Ray Bates declared this meeting adjourned at 8:18 p.m.

These minutes were approved by the Board of Selectmen on 1-2-13 with the following amendments

None.

**The next regular Board of Selectmen's Meeting will be on December 18, 2012 at 6:00 p.m. at the Town Hall.**

Respectfully Submitted,

Debbie French  
Secretary to the Board of Selectmen