



MINUTES OF THE BOARD OF SELECTMEN'S MEETING
JANUARY 29, 2013
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: Ray Bates, Dan Gordon, Richard Gray, Jr. and Ronnie Brann. Jonathan Adams at 6:20 p.m.

Public Attending: Tom Reed, Beth Choate, Tom Squiers, Bonnie Squiers and Bill Appel.

Employees Attending: Theresa Haskell, (*Town Manager*) came in at 6:09 p.m., Tim Coston (*Transfer Station Attendant and Backup ACO*) and Debbie French (*Secretary to the Board*).

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

Previous Meeting Minutes:

Rick Gray, Jr. made a motion to approve the Minutes dated 1-15-13 as read seconded by Dan Gordon, and approved 4-0-0.

Public Comment:

- a) Ray asked Bonnie Squiers if she was here for AOS --- yes, she would like to see more of the money that we pay go to the education of the kids. Theresa said that Palermo is looking to pull out and they might be willing to go AOS with us as you have to have 3 schools to form one. China is also looking to get out of the RSU system. Ray said that he went to a couple of meetings with China and at that time they were wondering if we would be interested to going with them. They can come in as a group requesting money to research this out and then it can be put in the Town Warrant for the citizens to approve. If the townspeople were willing then they would have a clear way to go ahead with it. Blake Brown is a contact person for the Town of Palermo. The money would be for legal fees for the different steps needed to go through with all of it. It would take a 66% vote from the townspeople to pull out of the RSU. Ray said that this would be a 1.5 – 2-year process. Beth asked if they should officially start a committee in order to approach the Town for the funding. Theresa gave Bonnie the numbers for Blake Brown and the China Town Office. Theresa said that she has to get a budget for next year and has no figures from the RSU as to what we need to pay them. There will be a concerned citizens meeting regarding the school situation on Thursday, February 7th at 6:00 p.m. at the Town Hall.

Public Works:

- a) Keith isn't here because he was out last night and will be out tonight sanding.
- b) The Board asked how we were doing overtime wise ... Theresa said it's hard to tell, but Keith tries to give his time out to part-timers. There was a problem with the spinner on the sander on truck #3 and Keith had to take it back to Topsham.
- c) Keith contacted the city of Augusta regarding the flags on telephone poles and was told that they have a Rec. Department that takes care of that.

Transfer Station:

- a) Tim said that the new can has been good other than a slow start when pulling it out.
- b) Ray asked him if they have been using the trap doors that they put in to have a clear observation. Tim said that he did and that's when he noticed that the new can had a hard time getting started out whether or not from a heavy load or if it was starting to freeze.
- c) Debbie had a spreadsheet showing the comparison of last year and this year's trash tipping and transporting fees.

Consideration of Payment Warrants # 32 & # 33: Ronnie Brann made a motion to approve warrants #32 & #33 seconded by Jonathan Adams and approved 5-0-0.

Old Business: None.

New Business: None.

Town Manager's Items:

- a) **Budget Timeline:** The Board will be meeting every other Tuesday nights for Budget Prep and the Budget Committee will be meeting every other Tuesday night in March opposite the Board of Selectmen's Meetings for the budget prep. Theresa will not have WVFD and Rescue come in until the second meeting. Theresa will be sending out the schedules to the Budget Committee this week so they can attend the BOS budget prep meetings if they would like, as it may help them with their part.
- b) **Town Credit Card:** Theresa has talked with KSB and she suggested a separate account with a debit card on that with a limit of \$1,000.00. Theresa is recommending that Sarah, Debbie and herself be put on as the signers on the card. **Ronnie Brann made a motion to open a separate account with a \$1,000 limit with a debit card with Sarah, Debbie & Theresa as the users seconded by Jonathan Adams and approved 5-0-0.**
- c) **Sympathy Card:** Leo Murphy's wife passed away and Theresa had a card for the Board to sign.
- d) **Excise Tax on Big trucks:** The Town receives \$2713.40 on excise right now and will no longer be getting that if the Governor's proposals go through.
- e) **Water Testing:** The water test for the Town came back as good. Tom Reed suggested having the spigot raised higher. Theresa asked the Board how they felt and they think that it is fine as is.
- f) **Complete Map of the Town Roads by John O'Donnell:** Theresa had John O'Donnell create a map that shows all the roads on one map. She had 4 copies made and will be having 2 copies laminated at the cost of \$36.00 each at Minute Man Signs. Theresa will be doing a color scheme on the map in her office on each road showing what and when road work was done on each road.
- g) **2012 Audit:** This audit showed that the town is in good fiscal condition.
- h) **Town Manager Workshop:** March 1, 2013 there will be a workshop for Town Managers in Bangor at the cost of \$30.00 for first time attendees. The Board feels that Theresa should attend this.

Selectmen's Items:

- a) Ronnie Brann asked about the IRS issues. Theresa said that they told her that if she did not get a letter back from them within the next three weeks then all is good.
- b) Ray Bates asked Theresa to provide him with a way to get hold of Lori Fowle because he heard that she doesn't know anything about our rodent control problem. Ray left her a very detailed message and is waiting to hear back from her. He is wondering if she is willing to do anything on the legislative side.
- c) Theresa heard from Keel Kempler from Inland Fisheries and Wildlife. Asking for a meeting regarding what we plan on doing in the spring regarding the rat situation. Theresa wanted to know if any of the Board would like to be in that meeting.

- d) Ray said that it is the responsibility of the Board to do an evaluation/review of the Town Manager. He would like to get started right away on this. Ray would like each member to write down their thoughts at home and get back to him on it. Dan Gordon asked if there is a job description for Town Manager. Theresa found one but she was never given one to sign.

Chairman Ray Bates adjourned the meeting at 8:04 p.m.

These minutes were approved by the Board of Selectmen on 2-12-13 with the following amendments:
changing "if" to "of" under Public Works section C.

There will be a Special Board of Selectmen's Meeting on February 5, 2013 to go over the 2012/2013 Budget.

The next Regular Board of Selectmen's Meeting will be on February 12, 2013 at 6:00 p.m. at the Town Hall.

Respectfully Submitted,

Debbie French
Secretary to the Board of Selectmen