



MINUTES OF THE BOARD OF SELECTMEN'S MEETING
NOVEMBER 19, 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: Dan Gordon, Richard Gray, Jr., Ray Bates, Ronnie Brann and Jonathan Adams.

Public Attending: Tom Reed.

Employees Attending: Theresa Haskell (*Town Manager*), Tim Coston (*Transfer Station Supervisor and Animal Control Officer*) arrived at 6:19 p.m. and Debbie French (*Secretary to the BOS*).

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 11-4-13 with the change made from state to State of Maine under the Public Hearing seconded by Dan Gordon and approved 5-0-0.

Public Comment: None.

Public Works:

- a) Theresa showed the BOS pictures of the ongoing work on the Public Works Garage addition.
- b) Ray said that Keith said Truck # 2 is ready to be picked up tomorrow.

Transfer Station:

- a) Temporary lights have been put up.
- b) The new compactor pin works great and Tim is very happy with it.
- c) Tim is really hoping that the weather will get better so he can burn the woodpile.
- d) Ronnie would like to see down back of the Transfer Station cleaned out before snow and freezing temperatures.

Consideration of Payment Warrants # 21 & # 22:

Jonathan Adams made a motion to approve warrants # 21 & # 22 seconded by Rick Gray, Jr., and approved 5-0-0.

Old Business: None.

New Business: None.

Town Manager's Items:

- a) ***Employee Manual:*** Much discussion. **Ray Bates made a motion to approve the Employees Manual as discussed and amended tonight seconded by Rick Gray, Jr. and approved 5-0-0.**
- b) ***Town Hall Generator:*** Much discussion. **Ronnie Brann made a motion to purchase the generator from Mid Maine Generator now seconded by Dan Gordon and approved 5-0-0.**
- c) ***Lights at Transfer Station:*** We have temporary lights at the Transfer Station right now and will try to hold off until spring to send bids out for the electrical work. Theresa would like to get approval to purchase a contractor light for the TS Building and the BOS agreed.

- d) ***Set date for Special Town Meeting for Amendment to the 99-year Lease:*** The BOS set the date for a Special Town Meeting for Tuesday, December 10, 2013 at 6:00 p.m. at the Town Hall (upstairs). **Jonathan Adams made a motion to approve the Town Warrant to have a Special Town Meeting on Tuesday, December 10, 2013 at the Town Hall at 6:00 p.m. to approve the amendment to the 99-year lease seconded by Ronnie Brann and approved 5-0-0.** Each selectman said that they signed the warrant of their own free will.
- e) ***Town's Draft Audit:*** Theresa gave the BOS "highlights" of the management letter. Per the auditor at the end of June 2013 the town has a surplus.
- f) ***Maine Municipal Employees Health Trust:*** Premiums for eye and dental are going up 4% which the employees pay.

Selectmen's Items: None.

Chairman Ray Bates adjourned the meeting at 9:03 p.m.

These minutes were approved by the Board of Selectmen on **December 3, 2013 as written.**

The next Regular Board of Selectmen's Meeting will be on December 3, 2013 at 6:00 p.m. at the Town Hall.

Respectfully Submitted,

Debbie French
Secretary to the Board of Selectmen