



MINUTES OF THE BOARD OF SELECTMEN'S MEETING
MAY 21, 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 Jonathan Adams. Ronnie Brann was absent.

Public Attending: Tom Reed, Tom Squiers, Bonnie Squiers, Bruce Flaherty (Spirit of America), Bill Appel, Carson Appel, Arthur Strout, Beth Choate and Rick Glidden.

Employees Attending: Theresa Haskell, (*Town Manager*), Keith Hall (*Road Supervisor*) and Debbie French (*Secretary to the BOS*).

Ray Bates called the meeting to order at 6:05 p.m. with the Pledge of Allegiance.

Previous Meeting Minutes:

Rick Gray, Jr. made a motion to approve the Special Budget Preparation Minutes dated from 2-5-13 through 4-23-13 minutes (Dan Gordon abstained on the meeting he missed and Jonathan Adams abstained from the 2 meetings he missed) and to also approve the Minutes dated 5-7-12 as written seconded by Ray Bates and approved 4-0-0.

Public Comment:

- a) ***Spirit of America:*** Bruce Flaherty came to explain the program of recognition which can be a person or program or project. They highly recommend these being presented at Town Meeting. As of tonight 51 other towns have selected their recipients as well as Windsor.
- b) ***Memorial Day Event:*** Tom Reed asked if we want to do the event again this year at the flagpole. Post 205 usually comes ... usually around 9:00 a.m.
- c) Tom Squiers asked if the Town of Windsor is interested in having other towns use our Transfer Station. Theresa told him that would be part of the final phase. He said that he knows Palermo would be interested.

Public Works:

- a) Keith said that they have been working on the Choate Road changing out culverts and when done, they will be ditching on the road. Barton Road also will be having culverts and ditching done.
- b) Keith said that we need to replace 2 culverts on Maxcys Mill Road before the pipeline is finished there.
- c) Theresa said she has been giving out sand bids and she and Keith have met with a few paving companies regarding the paving bids.
- d) Theresa said that there are 2 additional companies wanting to bid on the paving (the paving bid process this year is invitation only and we have 4 companies we are meeting with) and wants to know if the BOS want to allow these other 2 companies to bid. The BOS said to go ahead and let them.
- e) Arthur has a request from Mark St.Amand for a road off from Route 17 for a new road to be named "Saints Way" **Dan Gordon made a motion to approve the new road, Saints Way, and seconded by Rick Gray, Jr. and approved 4-0-0.**

Transfer Station:

- a) Tim had a death in the family and is on bereavement leave and Moe and Walter are doing fine running the Transfer Station while Tim is away.

Consideration of Payment Warrants #49 & #50: Jonathan Adams made a motion to approve warrants #49 & #50 seconded by Dan Gordon and approved 4-0-0.

Old Business: None.

New Business:

- a) ***Select Representatives for a Withdrawal Committee:*** Ray gave the voting results on the withdrawal from RSU of 193 “Yes” votes and 21 “No” votes. Ray said that we now need to have 4 (four) members to serve on this committee. One member from the municipal officers, one member from the general public, one member from the group that started the petition and one member from the RSU Board who represents this municipality. **Rick Gray, Jr. made a motion to select Ray Bates as the member from the municipal officers to serve on this committee seconded by Jonathan Adams and approved 3-0-1 with Ray abstaining due to being the one selected. Ray Bates made a motion to select Tom Squiers as the member from the group filing the petition and Gary Emond as the member from the general public to serve on this committee seconded by Rick Gray, Jr. and approved 4-0-0.** Each selectman declared that they signed the appointment papers of their own free will. The RSU will pick one of their members who represents this municipality to serve on this committee as well. There will be an informal meeting in Monmouth on Thursday with Ron Moody, the chairman of the Monmouth RSU Withdrawal Committee and the Monmouth Town Manager. Tom Reed, Tom & Bonnie Squiers, Ray Bates and Theresa Haskell will be attending this informational meeting.
- b) ***Cemetery Issue:*** Ray asked if there was a recommendation from the Cemetery Committee regarding the matter with Juanita Mayberry. Her father and mother had bought a 3-plot lot in Rest Haven Cemetery where she would also like to be buried. Cemetery Sexton, Tom Reed, said that as he went down the cemetery RH North 153 shows as blank on the cemetery map but it has Earl & Theresa Gallagher’s stone there. There are also a few more issues, but she may be able to be buried right nearby on the Linwood sight which she was told verbally would be allowed, but, should be put in writing.

Town Manager’s Items:

- a) ***Letter from the Assessors’ Agent:*** Jonathan made a motion to suspend the BOS Meeting at 7:21 p.m. and to convene as BOA seconded by Dan Gordon and approved 4-0-0. Vern had the Ratio Declaration & Reimbursement Application which is filed annually with Maine Revenue Services to claim 50% **Rick Gray, Jr. made a motion to approve the Ratio Declaration and Reimbursement Application seconded by Jonathan Adams and approved 4-0-0. Jonathan Adams made a motion to adjourn as BOA at 7:25 p.m. seconded by Dan Gordon and approved 4-0-0**
- b) ***NADA Guides:*** Theresa said we can purchase these books online for 1 (one) year at \$175.00, 2 (two) years at \$280.00 or we can purchase the books as we have been doing for \$137.00 per year. Theresa recommends that we stay with the books and the BOS agreed with her on this.
- c) ***ACO Weapons:*** Theresa received a letter from Risk Management regarding ACO’s carrying weapons while on the job. **Rick Gray, Jr. made a motion to approve the policy on the ACO Understanding that they will not carry a weapon during the performance and duties for the Town of Windsor seconded by Jonathan Adams and approved 4-0-0.** Theresa wrote up a MEMO form to Corey & Tim for the BOS to sign and have it on record for this issue.
- d) ***PACE Insert:*** Dana Fisher from Efficiency Maine said they are willing to pay for their flyer to be included with tax bills and to help with the other costs involved. The BOS does not want this in with our tax bills.
- e) ***Dispatching Bill ----*** Gave credit of 60% credit on our 4th quarter payment because they had less staff.

- f) **Joint Forces Headquarters of Augusta Letter:** The Department of Transportation sent out a letter to adjacent towns regarding the Joint forces Headquarters for a meeting in Augusta that is scheduled for 1:00 p.m. on Wednesday, May 29, 2013 if anyone would be interested in attending.
- g) **Auburn Asphalt Plant:** The crusher has moved into town and they are ready to start. They are planning on crushing for 4-6- weeks.
- h) **Town Report:** Theresa passed around a copy of the new Town Report for 2012/2013 and stated that this was under budget with a lot of help from all the office staff. The staff pulled together all the information and then Debbie compiled it all and loaded it onto a thumb drive which was given to the printers and they will have it mailed out by the weekend. Theresa said that she would like to thank the office staff for all their hard work in putting this Town Report together!
- i) **Deputy Clerk's Resignation:** Wendy Lacroix has given her 2-week notice. Wendy will still come work for us on June 11th because she knows we will have very limited staff for the day of voting. This is the second part-time employee that we have hired and lost within the past year. Theresa said we will sadly miss Wendy. We had quite a few applications for this position last time and the applicants wanted a much higher rate of pay, but, she will look back through those applications to see if any are available at our rate of pay and if not, then we will have to advertise again. Rick Gray, Jr. said that we should put the pay range in the ad so we don't have applicants looking for more than what we are offering.

Selectmen's Items: None.

Chairman Ray Bates adjourned the meeting at 8:05 p.m.

These minutes were approved by the Board of Selectmen on **June 4, 2013** with the following amendments:
None.

The next Regular Board of Selectmen's Meeting will be on June 4, 2013 at 6:00 p.m. at the Town Hall.

Respectfully Submitted,

Debbie French
Secretary to the Board of Selectmen