



MINUTES OF SELECTMEN'S MEETING
JULY 2, 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, Ronnie Brann, Jonathan Adams and Rick Gray Jr.

Ray Bates called the Board of Selectmen's Meeting to order at 6:10 p.m. with the Pledge of Allegiance.

Employee's Attending: Theresa Haskell, (Town Manager) and Keith Hall (Road Supervisor).

Public Attending: Tom Reed and Carol Chavarie.

Previous Meeting Minutes: Ronnie Brann made a motion to accept the minutes dated June 18, 2013 as written with the correction of Trash Trailer to Trash Container, seconded by Dan Gordon and approved 5-0-0.

Salt Bid:

	<u>Name</u>	<u>Price per ton</u>
1.	Mid-Atlantic Salt	\$55.00
2.	International Salt, LLC	\$56.57
3.	Cargill Deicing Technology	\$67.73
4.	Central Salt	No Bid
5.	Eastern Salt Company, LLC	\$62.60

Keith said looking at the sample it looks too fine. He has been very happy with International Salt and he would recommend using International Salt again.

Ronnie Brann made a motion to approve International Salt's bid of \$56.57 per ton, seconded by Jonathan Adams and approved 5-0-0.

Roadside Mowing Bid:

	<u>Name</u>	<u>Amount of Bid</u>
1.	Arthur Kennedy	\$2,800.00 including the landfill.
2.	Frederick "Rick" Drew	\$1,600.00 doesn't include the cap.

Ronnie Brann made a motion to accept Frederick "Rick" Drew's Mowing Bid for \$1,600.00, seconded by Jonathan Adams and approved 5-0-0.

Public Comment: Tom Reed said he went to the Planning Board Meeting last night and he told the Planning Board Members that he will not be looking to renew his appointment as a Planning

Board Member because of how the Board of Selectmen voted to appoint one of the Planning Board members. He felt this was wrong and he doesn't feel the Board of Selectmen did the right thing and this is against what he believes in. There was much discussion.

Tom Reed said he will also be resigning as the Cemetery Sexton but he will remain as a Budget Committee Member because he was elected and not appointed. The Board of Selectmen said they are sad to see him resign as a Planning Board Member and also the Cemetery Sexton.

Public Works:

- Keith said everything is going good. He has finished the culvert replacements on the Weeks Mills Road and has moved over to the Maxcy's Mills Road. He said he has one left on the Maxcy's Mills Road.
- Keith is taking Monday off.
- Theresa said she will start the process of getting the Public Works addition information to be sent out for bid. Theresa said she would like to get the Transfer Station Committee back together to see about getting this information.
- Theresa said she will start the process on getting the Town Hall Generator bid out.

Transfer Station:

- Tim is not here and he told Theresa that everything is running fine.
- Theresa handed out the end of the year figures and it indicates we are down approximately \$3,400.00 of the amount of Revenue's that was originally projected.
- Theresa said we should have the Transfer Station Committee meet with the Board of Selectmen on Tuesday, July 23, 2013 as a Special Meeting to go over the Transfer Station's final phase.

Consideration of Payment Warrants: Ronnie Brann made a motion to approve Warrants #1 & #2, seconded by Dan Gordon and approved 5-0-0.

Old Business: None

New Business: None

Town Manager's Items:

- A.** Projected Revenue Sharing - Theresa said she received a Projected Revenue Sharing for FY14 and it is less than what we voted in at the Town Meeting. We are \$3,580.15 less than what we had anticipated. Vern said this is a projection and could end up being more or less. Over the past few years it has been more than what we have projected and just goes over in our Unassigned Fund Balance or be taken away from our Unassigned Fund Balance.
- B.** Corey from Lane Construction – He said he will be looking to fix the Griffin Road and Wingood Road base pavement in the areas of mix that looks bad. He is hoping to have this done by the end of July by cutting some of the butt joints and overlaying some areas which included a 1,200' and 500' piece of road. Theresa also mentioned the Wingood Road has some areas that show the center line higher in areas and Corey said he will look into this. Theresa said she would like to make sure Keith will be with him on the road when they are here to do the project.

- C. Rick Gray Jr. made a motion to approve having Theresa Haskell take next Thursday and Friday July 11th and 12th, 2013 as normal duties, seconded by Ray Bates and approved 4-0-1.** Ronnie Brann abstained for personal reasons.
- D. Certificate of Appointments –**
- A. Theresa Haskell as Tax Collector. **Rick Gray Jr. made a motion to appoint Theresa Haskell as Tax Collector, seconded by Dan Gordon and approved 4-0-1.** Ronnie Brann abstained for personal reasons.
 - B. Theresa Haskell as the Emergency Management Manager. **Rick Gray Jr. made a motion to appoint Theresa Haskell as the Emergency Management Manager, seconded by Jonathan Adams and approved 4-0-1.** Ronnie Brann abstained for personal reasons.
 - C. Theresa Haskell as General Assistance Administrator. **Rick Gray Jr. made a motion to appoint Theresa Haskell as the General Assistance Administrator, seconded by Jonathan Adams and approved 4-0-1.** Ronnie Brann abstained for personal reasons.
 - D. Raymond Chavarie as the Windsor Educational Foundation and Reed Fund. **Ronnie Brann made a motion to appoint Raymond Chavarie as The Windsor Educational Foundation and Reed Fund member, seconded by Rick Gray Jr. and approved 5-0-0.**
 - E. Corey Roberge as the Animal Control Officer. **Ronnie Brann made a motion to appoint Corey Roberge as the Animal Control Officer, seconded by Ray Bates and approved 5-0-0.**
 - F. Timothy Coston as the Deputy Animal Control Officer. **Ronnie Brann made a motion to appoint Timothy Coston as the Deputy Animal Control Officer, seconded by Dan Gordon and approved 5-0-0.**
- E. Quit Claim Deed. Rick Gray Jr. made a motion to approve signing the Quit Claim Deed for Robert Hewett and to have the Chairman of the Board of Selectmen sign it, seconded by Ronnie Brann and approved 4-0-0.** Ray Bates abstained because he is the one signing the document.
- F. Major Road Construction –** At the Town Meeting we had the townspeople vote for \$550,000.00 so we need to take off a project to lower the amount of the approved bid. Theresa said she would recommend not overlaying the Wingood Road .7 section from the Coopers Mills Road in. The Board of Selectmen agreed. Tom Reed said the Reed Road coming off Route 105 is at least 45 years old.
- G. Employee Manual –** Theresa said she went to a class which indicated that our Employee Manual says that we are accruing Paid Time Off each pay period and she indicates we do not do this. The Board asked her to write something up indicating what we are actually doing now and to bring it to the next Board of Selectmen's Meeting.
- H. Ray Bates made a motion to have the Town Manager sign the Kennebec Valley Humane Society contract for January 1, 2014 to December 31, 2015, seconded by Ronnie Brann and approved 5-0-0.**
- I.** We received a letter from Electricity Maine regarding our auto renew contract with them and they have secured a long-term fixed rate contract for us at \$0.798 (7.98 cents/kWh) for 12 months, ending on our meter read in August, 2014. No action is required it will automatically renew unless we want to change. The Board of Selectmen agreed to renew.
- J.** Windsor Fair's annual Cookout is Wednesday, July 17, 2013 at 5:30 p.m. and the Board of Selectmen and a guest are invited.

Selectmen's Items: Ray Bates handed out a letter that he would like the Board's input on which includes information regarding the 2013/2014 Proposed Tax Increase. He also is recommending that we have some sort of page on the website that is designed to give input to the public from the Town Manager and Board of Selectmen. The Board agreed to call it "The Town Hub".

Ray Bates declared this meeting adjourned at 8:45 p.m.

The next regular Board of Selectmen's Meeting will be on July 14 "16", 2013 at 6:00 p.m.

These minutes were approved by the Board of Selectmen on July 16, 2013 with the following amendments Changing when the next Board of Selectmen's Meeting from July 14, 2013 to July 16, 2013.

Respectfully submitted by;

Theresa L. Haskell.
Town Manager
Town of Windsor