



MINUTES OF SELECTMEN'S MEETING  
SEPTEMBER 10, 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, Rick Gray Jr., Ronnie Brann and Jonathan Adams.

**Employee's Attending:** Theresa Haskell, (Town Manager), Keith Hall (Road Supervisor) and Tim Coston (Transfer Station Attendant and Backup ACO).

**Public Attending:** Tom Reed and Sidney Little. Bill Appel arrived at 6:17 p.m. Ray and Carol Chavarie arrived at 6:18 p.m. Carolyn Perry arrived at 7:13 p.m.

**Ray Bates called the Board of Selectmen's Meeting to order at 6:00 p.m. with the Pledge of Allegiance.**

**Previous Meeting Minutes: Ronnie Brann made a motion to accept the minutes dated, August 27, 2013 as written, seconded by Jonathan Adams and approved 3-0-2.** Rick Gray Jr. and Dan Gordon abstained because they weren't at the meeting.

**Public Comment:** Sidney Little is interested in the Animal Control Officer position. He has experience with animals. He said he wanted to meet the Board of Selectmen and introduce himself.

Leon Bucher from the Inland Fisheries and Wildlife was here on behalf of the Inland Fisheries and Wildlife to discuss the public access site located between Greeley Road and Savade Pond. At the existing access site IF&W is proposing to develop a hand carry sight. They want to go in to the right where there is a skid trail now which will allow them to stay up on the high and dry area. Dr. Greeley has asked for a Memorial stone. IF&W will put a rock bench there. Dr. Greeley is asking to have a picnic table and trash container at the site. IF&W can't do this and is looking to see if the town has any interest in providing and entertaining doing this. Ronnie Brann said that he goes to the Alagash and they have a "carry in" and "carry out" process for trash. Ronnie said he doesn't have a problem with a picnic table. The Board of Selectmen said the ability to take on this task would be very hard to do for the future and the Town doesn't have the resources to fulfill this request. Carolyn Perry said maybe the Boy Scouts might be interested in building the picnic table and maybe go once a month to pick up the trash. Jonathan said this won't happen and for us to do this would be very difficult to do on a weekly basis. Rick Gray said the Boy Scouts could build a picnic table. Leon said when IF&W has a boat launch site we may need to control the site with visits and possibly mowing and trimming. Sometimes towns are interested in partnering with IF&W to keep this looking nice with some sort of percentage paid by the town. IF&W is looking to support hand carry boats.

**Public Works:** Keith said Pike will be coming back the week of September 23<sup>rd</sup> to finish grinding the Barton Road and Sampson Road and hopefully put the base down on all of the roads

that were ground and also hope to surface the Griffin Road. Keith said they do four trips down and back which is one more than the rest of the companies. They have changed at least 400 teeth on the grinder. Keith said they are a good crew to work with. Keith said we had put over 700 yards on the Choate Road. They have 6 hours of grading with 5 hours on the Choate Road and 1 hour on the Weeks Mills Road. Keith said he may start digging this week to get the gravel ready for the addition to the Public Works Garage. Keith said he may need to put a road in from the top so they can get in there. Keith said Marvin has his excavator and he could do this faster than Keith could. The Board agreed with this.

Theresa handed out the RFP for the Public Works Addition 20' X 24' and the Board looked it over and made corrections. Theresa said we will send out the packets to 4 different contractors to see if they are interested in bidding.

**Transfer Station:** Tim said he will hopefully burn the wood pile tomorrow night. Grimmell's is scheduled to pick the metal can up within the next couple of days. We are going at least two weeks of transportation on the Municipal Solid Waste. Tim asked if we are looking to insulate the recycling building. Tom Reed suggested off to one side maybe we can put a small area that can be heated. The Board said they will play it by ear. Angela asked about putting the address and phone number on the Recycling Center Fee Schedule. Rick said he wouldn't have the phone number on it but he is o.k. with the location. The Board agreed to have the address and not the phone number.

Theresa handed out the Monthly figures at the Transfer Station. We are down \$1,243.65 from this same time last year.

**Consideration of Payment Warrants: Jonathan Adams made a motion to approve Warrants #11 & #12, seconded by Rick Gray and approved 5-0-0.**

**Old Business:** None.

**New Business:** None.

**Town Manager's Items:**

- A. Spirit of America Awards. The Board of Selectmen presented Ray Chavarie and Carol Chavarie the Spirit of America Award for the many years they have donated their time to the Town of Windsor.
- B. MMA Workers Compensation and Property & Casualty Pool – Dividend back of \$1,821.00. The Board of Selectmen asked to have the Press Release put on the Town HUB.
- C. Tim said he went down and looked at the Town owned trailer and he talked with the land owner about burning the debris. Tim said he would suggest we put a dumpster there instead of hauling this down to the Transfer Station. Tim said this would take multiple trips to do. Ronnie said we could put a 40 or 50 yard trailer and have it hauled off. Tim said if the Board will approve it he may be able to do this weekend. Tim said he is willing to do this job for the trade of the old Trash Trailer. He said he would have to cut the trailer up where it is. **Ray Bates made a motion to completely tear down the trailer located at 579 Ridge Road, Windsor Maine with the cleanup to satisfy the land owner within a month for the trade of the Trash Trailer located at the Transfer Station and completely dismantle the Trash Trailer and remove with the cleanup to satisfy the Town Manager within a**

**reasonable time as determined by the Town Manager. The Town of Windsor will be responsible for the cost of the dumpster and the demo located at the 579 Ridge Road, Windsor, Maine. This motion was seconded by Ronnie Brann and approved 5-0-0.**

- D. Employee Manual – The Board of Selectmen and the Town Manager discussed the Paid Time Off accrual. Theresa said the Employee Manual indicates that the Paid Time Off is accrued each pay period rather than at the beginning of the fiscal year. It also indicates that the employee doesn't earn any Paid Time Off until after the first year worked. There was much discussion and Theresa will write up something for the Board to look at.
- E. Jonathan made a motion to approve moving the NSF Check Charge from \$22.00 to \$25.00 seconded by Rick Gray and approved 5-0-0.**
- F. KVCOG – Theresa received a post card from Rosie at K.V.C.O.G. thanking her for meeting with her and she was amazed by the many duties that Theresa performs and that the Town of Windsor is fortunate to have her steering the ship.

**Selectmen's Items:** Ray handed out an email he received indicating that it appears that the RSU was in error in approving the issuance of bonds. It also appears the bond bank lawyer has no knowledge of the law as it relates to his job. Since no referendum was held by the RSU for the approval of the new Chelsea School Bond, except in Chelsea, then it appears that Chelsea could hold the debt all alone.

MMA is looking for the Town of Windsor to nominate two people from the Town for the MMA Voting Delegate Credentials. **Ray Bates made a motion to nominate Theresa Haskell and Sara Cunningham, seconded by Rick Gray and 5-0-0.**

**Ray Bates declared this meeting adjourned at 9:39 p.m.**

**The next regular Board of Selectmen's Meeting will be on September 24, 2013 at 6:00 p.m.**

These minutes were approved by the Board of Selectmen on **September 24, 2013** with the following amendments **None.**

Respectfully submitted by;

Theresa L. Haskell.  
Town Manager  
Town of Windsor