



MINUTES OF SPECIAL SELECTMEN'S MEETING
FEBRUARY 2nd, 16th, 23rd and MARCH 8TH, 2016
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: Rick Gray Jr., Jonathan Adams, Ray Bates, Dan Gordon and Ronnie Brann.

Public Attending: Tom Reed, Carol Chavarie, Ray Chavarie, Bill Appel, Joe Bradbury, Kevin Ready, Dennis Strout, Tom Squiers, Bob Holt and Cory King.

Employee's Attending: Theresa Haskell, (Town Manager).

Ray Bates called the meeting to order at 6:00 p.m. with the Pledge of Allegiance.

Public Comment:

- A. The Fire Department gave a presentation of their 2016/2017 budget.**
- B. The Rescue gave a presentation of their 2016/2017 budget.**

2016/2017 Budget:

The Town Manager gave a Proposed 2016/2017 Budget for the Board of Selectmen to look over. They went through all line items with discussions for the following Departments with no action taken at this time: Administration, Elections & Town Meetings, Abatements/Write-offs, Planning & Code Enforcement, General Assistance, Town Hall, Public Safety/Animal Control, Fire Department and Rescue Department .

The remaining line items of Cemetery, Public Works, Public Works Garage, Major Road Construction, Transfer Station, Capital Expenditures & Long Term Debt, Reserve Funds, MMA/RMS, Cultural & Recreational and Outside Agencies will be discussed at the next scheduled Special Board of Selectmen's Meeting on February 16, 2016.

At 8: 55 p.m. Ray Bates declared this meeting to be continued on February 16, 2016 at 6:00 p.m.

Ray Bates reconvened the meeting on February 16, 2016 at 6:00 p.m.

Members present: Rick Gray Jr., Ray Bates and Ronnie Brann. Dan Gordon arrived at 6:07 p.m. and Jonathan Adams arrived at 6:13 p.m.

Public Attending: Tom Reed, Joyce Perry, Carol Chavarie, Ray Chavarie, Kevin Ready, Dennis Strout, Trevor Strout, Bob Holt and Joe Bradbury.

Employee's Attending: Theresa Haskell, (Town Manager).

Public Comment:

- A. The Fire Department members were present for the vote by the Board of Selectmen.
- B. The Rescue Department members were present for the vote by the Board of Selectmen.

Rick Gray Jr. made a motion to approve the Windsor Volunteer Fire Department Budget of \$91,100.00, seconded by Ronald Brann and approved 5-0-0.

Ronald Brann made a motion to approve the Windsor Rescue Budget of \$24,500.00, seconded by Danial Gordon and approved 5-0-0.

2016/2017 Budget:

Theresa finished going through the 2016/2017 Budget Departments. (Cemetery, Public Works, Public Works Garage, Major Road Construction, Transfer Station, Capital Expenditures & Long Term Debt, Reserve Funds, MMA/RMS, Cultural & Recreational and Outside Agencies.) After much discussion regarding all of the Department Budget Figures the following votes were taken;

Administration – **Jonathan Adams made a motion to approve \$319,667.00 for Administration, seconded by Ray Bates and approved 3-1-1.** Rick Gray Jr. did not approve and Ronald Brann abstained.

Elections & Town Meetings – **Rick Gray Jr. made a motion to approve \$8,325.00 for Elections and Town Meetings, seconded by Dan Gordon and approved 5-0-0.**

Abatements/Write-Off's – **Ray Bates made a motion to approve \$10,000.00 for Abatements/Write-Off's, seconded by Ronald Brann and approved 5-0-0.**

Cemetery – **Ronald Brann made a motion to approve \$39,130.00 for Cemetery, seconded by Rick Gray Jr. and approved 5-0-0.**

Planning and Code Enforcement – **Jonathan Adams made a motion to approve \$15,995.00 for Planning and Code Enforcement, seconded by Ronald Brann and approved 5-0-0.**

General Assistance – **Ray Bates made a motion to approve \$5,000.00 for General Assistance, seconded by Jonathan Adams and approved 5-0-0.**

Town Hall – **Ronald Brann made a motion to approve \$31,850.00 for Town Hall, seconded by Jonathan Adams and approved 5-0-0.**

Public Safety/Animal Control – Jonathan Adams made a motion to approve \$103,869.00 for Public Safety/Animal Control, seconded by Dan Gordon and approved 5-0-0.

Public Works and Public Works Garage – Jonathan Adams made a motion to approve \$429,425.00 for Public Works and Public Works Garage, seconded by Dan Gordon and approved 4-1-0. Rick Gray Jr. did not approve.

Major Road Construction – Ronald Brann made a motion to approve \$500,000.00 for Major Road Construction, seconded by Dan Gordon and approved 5-0-0.

Transfer Station – Rick Gray Jr. made a motion to approve \$120,551.00 for Transfer Station, seconded by Dan Gordon and approved 5-0-0.

Capital Expenditures & Long Term Debt – Rick Gray Jr. made a motion to approve \$83,500.00 for Capital Expenditures & Long Term Debt, seconded by Ronald Brann and approved 5-0-0.

Reserve Fund Appropriations – Ronald Brann made a motion to approve \$114,500.00 for Reserve Fund Appropriations, seconded by Rick Gray Jr. and approved 5-0-0.

MMA/RMS – Ronald Brann made a motion to approve \$36,080.00 for MMS/RMS, seconded by Rick Gray Jr. and approved 5-0-0.

Cultural & Recreational – Rick Gray Jr. made a motion to approve \$7,200.00 for Cultural & Recreational, seconded by Ronald Brann and approved 4-0-1. (Dan Gordon abstained)

Outside Agencies – Theresa gave a description of all the Outside Agencies amounts that they were asking for and the Board of Selectmen decided to approve any amount that was requested up to \$500.00 and anything that was requested over \$500.00 to be approved at \$500.00. Rick Gray Jr. made a motion to approve \$4,150.00 for Outside Agencies to be the following;

American Red Cross	\$175.00
Children’s Center	\$500.00
Community Health & Counseling Services	\$100.00
Crisis & Counseling Centers	\$500.00
Family Violence Project	\$500.00
Kennebec Behavioral Health	\$375.00
Maine General Hospice Vol. of Ken. Valley	\$500.00
Sexual Assault Crisis & Support Center	\$500.00
Spectrum Generations	\$500.00
The Lifelight Foundation	\$500.00

Seconded by Dan Gordon and approved 5-0-0.

At 9:35 p.m. Ray Bates declared this meeting to be continued at a time certain to be scheduled on February 23, 2016 after the Board of Selectmen’s meeting.

Ray Bates reconvened the 2016/2017 Budget process meeting on February 23, 2016 at 6:30 p.m.

Members present: Rick Gray Jr., Jonathan Adams, Ray Bates, Dan Gordon and Ronnie Brann.

Theresa indicated that we have had a complete wash out on the Reed Road on February 16, 2016 that was considered an emergency. The cost to fix this wash out at this time was \$25,000.00. This would include ditching from the top of the field down to Route 105 and place with fractured rock and also put a temporary reclaim on the road. We will need to do something to this road in the next year's budget. There was discussion on changing the amount of the Major Road Construction line item that was previously approved. It was discussed to put the \$50,000.00 that was previously voted out to be put back in so this road can also be part of our Major Road Construction for the next fiscal year. There was much discussion. **Jonathan Adams made a motion to change the Major Road Construction line item to \$550,000.00, seconded by Danial Gordon and approved 5-0-0.**

Jonathan Adams made a motion to approve the final Municipal Budget of \$1,879,242.00, seconded by Ronald Brann and approved 5-0-0.

Theresa went over the anticipated Revenue's. **Rick Gray Jr. made a motion to approve the Revenue's of \$798,924.00, seconded by Ronald Brann and approved 5-0-0.**

Ray Bates made a motion adjourn to a time certain on March 8, 2016 at 7:37 p.m.

Ray Bates reconvened the 2016/2017 Budget process meeting on March 8, 2016 at 6:40 p.m.

Members present: Rick Gray Jr., Ray Bates, Dan Gordon and Ronnie Brann. Jonathan Adams arrived at 6:55 p.m.

Theresa read through the administration Articles.

Rick Gray Jr. made a motion to approve Article 3. Tax Administration as written, seconded by Ronald Brann and approved 4-0-0.

Rick Gray Jr. made a motion to approve Article 4. Establishment of Tax Club as written, seconded by Ronald Brann and approved 4-0-0.

Ronald Brann made a motion to approve Article 5. Disposal of Town-Owned Personal Property as written, seconded by Daniel Gordon and approved 4-0-0.

Rick Gray Jr. made a motion to approve Article 6. Use of 'State Rates' as written, seconded by Daniel Gordon and approved 4-0-0.

Ronald Brann made a motion to approve Article 7. Acceptance of Grands & Gifts as written, seconded by Rick Gray Jr. and approved 4-0-0.

Rick Gray Jr. made a motion to approve Article 8. Use of Proceeds From Insurance Claims as written, seconded by Ronald Brann and approved 4-0-0.

Ronald Brann made a motion to approve Article 9. Acceptance of Cemetery Legacies as written, seconded by Rick Gray Jr. and approved 4-0-0.

Rick Gray Jr. made a motion to approve Article 10. Sale of Cemetery Lots as written, seconded by Daniel Gordon and approved 4-0-0.

Rick Gray Jr. made a motion to approve Article 11. Cost Center Adjustments as written, seconded by Daniel Gordon and approved 5-0-0.

Dan Gordon made a motion to approve Article 12. Use of Snowmobile Registration Tax Refund as written, seconded by Ronald Brann and approved 4-0-1. Rick Gray Jr. abstained because he is part of the Boy Scouts and they receive part of this fund.

Ronald Brann made a motion to approve Article 13. General Reserve Fund as written, seconded by Daniel Gordon and approved 5-0-0.

There was discussion regarding the 2003 International Truck under Article 23. The Board had previously voted in \$0.00 towards this truck so we wouldn't be able to use it. The thought process behind it was to sell it. The Board discussed this and wanted to not sell the truck and put money back in the budget so we could still use it. **Rick Gray Jr. made a motion to approve adding \$7,500.00 for the 2003 International Truck under Public Works, seconded by Ronald Brann and approved 4-1-0.**

Rick Gray Jr. made a motion to approve Article 31. Overriding LD1 Property Tax Limit as written, seconded by Daniel Gordon and approved 5-0-0.

Ronald Brann made a motion to approve Article 32. To see if the Town will vote to transfer up to \$100,000.00 from the Unassigned Fund Balance to pave the Transfer Station/Public Works area, seconded by Rick Gray Jr. and approved 5-0-0.

Daniel Gordon made a motion to approve Article 33. To see if the Town will vote to transfer up to \$75,000.00 from the Unassigned Fund Balance to pave the Town Office area and to replace the front porch to include an electronic sign, seconded by Rick Gray Jr. and approved 5-0-0.

Ronald Brann made a motion to approve Article 34. To see if the Town will vote to transfer up to \$250,000.00 from the Unassigned Fund Balance for Major Road Construction for

approximately 1.3 miles of the Windsor Neck Road and approximately 1.1 miles of the Weeks Mills Road, seconded by Daniel Gordon and approved 5-0-0.

Rick Gray Jr. made a motion to approve Article 35. To see if the Town will vote to authorize the Selectmen, on behalf of the Town and on such terms and conditions as they deem in the best interest of the Town to negotiate and enter into an agreement for up to a three-year contract with a contractor to be selected by the Board of Selectmen for winter maintenance as deemed necessary by the Road Commissioner, seconded by Daniel Gordon and approved 5-0-0.

Daniel Gordon made a motion to approve Article 36. To see if the Town will vote to authorize the Selectmen, on behalf of the Town and on such terms and conditions as they deem in the best interest of the Town to negotiate and enter into an agreement for up to a three-year contract with a contractor to be selected by the Board of Selectmen for Road Mowing as deemed necessary by the Road Commissioner, seconded by Ronald Brann and approved 5-0-0.

Ronald Brann made a motion to approve Article 37. To see if the Town will vote to authorize the Selectmen, on behalf of the Town and on such terms and conditions as they deem in the best interest of the Town to negotiate and enter into an agreement for up to a three-year contract with a contractor to be selected by the Board of Selectmen for Cemetery Maintenance, seconded by Rick Gray Jr. and approved 5-0-0.

Ray Bates declared this meeting adjourned at 7:10 p.m.

These minutes were approved as written by the Board of Selectmen on May 17, 2016.

The next regular Board of Selectmen's Meeting will be on March 22, 2016 at 6:00 p.m. at the Town Hall.

Respectfully Submitted,

Theresa L. Haskell
Town Manager