



BOARD OF SELECTMEN RECORD OF MEETING
JANUARY 21, 2020
WINDSOR TOWN OFFICE

Note: This record of meeting 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: Richard H. Gray, Jr., Ray Bates, Ronald F. Brann, William Appel, Jr. and Andrew Ballantyne.

Members Absent: None.

Public Attending: Tom Reed and Laurie Hayden.

Employees Attending: Theresa L. Haskell (*Town Manager*), Keith Hall (*Public Works Supervisor*), David Coons (*Transfer Station Attendant*) and Kyoko Roderick (*Selectmen Secretary*).

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

Previous Meeting Minutes: **Andrew Ballantyne made a motion to approve the January 7, 2020 minutes as read seconded by Ronald F. Brann and approved 5-0-0.**

Public Works – Keith Hall: Stated that they are going through extra salt this year due to the weather. He also mentioned that there are issues with McGee but did not state what those issues are at this time.

Transfer Station – Timothy Coston:

- a) Keith Hall informed that the glass covering the eye on the sensor for the gate was broke causing the arms to not close. He replaced the glass and fixed the issue.
- b) The top of the ramp and scale have been cleaned. It was suggested to have Austin Roderick shovel underneath the scale when he worked on Wednesday January 22, 2020.
- c) Ronald F. Brann asked if it was known how much sand is being taken by residents. Theresa Haskell requested a notebook be used to keep track of the number of times they fill the sand bucket up.

Animal Control Officer – Kim Bolduc-Bartlett: Dogs are still being registered and have until January 31, 2020 before the mandatory late fee of \$25 is added. Kim Bolduc-Bartlett is tentatively going on vacation January 31, 2020 or February 1, 2020 and will have Peter Nerber as her back up.

Cemetery Sexton – Joyce Perry: Joyce will be meeting with a family next week to discuss possibly selling 3 plots.

Public Comment: Laurie Hayden was present to request the reimbursement of \$309.30, which is the balance of the Excise Tax that she did not get credit for when she went from a 2016 Jeep to a 2013 Volkswagen. **Ronald F. Brann made a motion to reimburse Laurie Hayden the \$309.30 from the Excise Tax paid at the time of registration, seconded by Andrew Ballantyne and approved 5-0-0.**

Consideration of Warrants #30 and #31: Ronald F. Brann made a motion to approve Warrants # 30 and #31 seconded by William Appel, Jr. and approved 5-0-0.

Town Manager's Items:

- a) Theresa Haskell would like to add the following under Use Fees to the Building Use Policy: “No fees will be charged for use of the Town Hall, but donations are greatly appreciated. (The cost of cleaning, cleaning supplies, lights and heat have increased.)” **William Appel, Jr. made a motion to approve the Building Use Policy Use Fees as written, seconded by Ronald F. Brann and approved 5-0-0.**
- b) A need for Certificate of Appointment/Election Clerks was brought up due to a few people not being available for the upcoming elections. **Richard H. Gray, Jr. made a motion to appoint Terry Bailey as an Election Clerk for Democratic Party, seconded by Ronald F. Brann and approved 5-0-0. William Appel, Jr. made a motion to appoint Michael Perez and Moira Teekema as an Election Clerk for Republican Party, seconded by Andrew Ballantyne and approved 5-0-0.**
- c) Theresa has a letter from the Assessor's Agent. **Andrew Ballantyne made a motion to suspend as Board of Selectmen and convene as Board of Assessors at 6:40 p.m. seconded by Ronald F. Brann and approved 5-0-0.** Theresa Haskell has two Supplemental Assessments for consideration to Crooker Construction, LLC for changes to the Tree Growth plans on Map 10 Lot 16. **Ronald F. Brann made a motion to approve both supplements on Map 10 Lot 16 in the amount of \$1,680.00 and \$680.00, seconded by William Appel, Jr. and approved 5-0-0. Andrew Ballantyne made a motion to adjourn as Board of Assessors at 6:44 p.m. and re-convene as Board of Selectmen, seconded by Ronald F. Brann and approved 5-0-0.**
- d) Theresa handed out the 3 and 6 month budgets. Theresa said each quarter was over but if you only use the 25% or 50% of the Major Road Construction then we are under budget.

Selectmen's Items:

- a) Richard H. Gray, Jr. sent the Board of Selectmen an email on the Camden Solar Project. William Appel, Jr. and Ray Bates both attended the RSU School Board Meeting which discussed the Solar Project. The RSU Lawyers were present and answered questions that were asked. There was discussion but to be continued at this time.
- b) **Ray Bates made a motion to go into Executive Session pursuant to 1 MRSA § 405 (6) (A) at 7:26 p.m. to discuss a personnel matter to include the Town Manager, Theresa Haskell, Board of Selectmen and Keith Hall, seconded by William Appel, Jr. and approved 5-0-0.** The Board of Selectmen returned from Executive Session at 9:18 p.m.

Ray Bates adjourned the Board of Selectmen Meeting at 9:18 p.m.

These minutes were approved by the Board of Selectmen on February 4, 2020.

The next Regular Board of Selectmen's Meeting on Tuesday, February 4, 2020 at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

Kyoko Roderick
Board of Selectmen Secretary