



SPECIAL BOARD OF SELECTMEN RECORD OF MEETING
DECEMBER 23, 2019
WINDSOR TOWN OFFICE

Note: **This was a Special Board of Selectmen's meeting that took place on Monday instead of a normal Tuesday due to December 24 being Christmas Eve.** 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.

Employees Attending: Theresa L. Haskell (*Town Manager*), David Coons (*Transfer Station Attendant*), Kyoko Roderick (*Selectmen Secretary*).

Ray Bates called the meeting to order at 6:02 p.m. with the Pledge of Allegiance.

Previous Meeting Minutes:

Richard H. Gray, Jr. made a motion to approve the December 10, 2019 minutes as read, seconded by William Appel, Jr., and approved 3-0-2, with Ray Bates and Andrew Ballantyne abstaining since they were not present at the December 10th meeting.

Public Works – Keith Hall: Not in attendance. Theresa Haskell discussed that Fabian Oil does not support Business Accounts therefore the plan of setting up the Debit Pay with a separate Town checking account is not an option at this time. Theresa Haskell asked Kennebec Bank about the option of getting debit cards for each truck but was informed only the signers currently on the account can have one. Kennebec Savings Bank has another option which would be to open a credit card account with a maximum limit and unlimited signers. The Selectmen decided to “ride the storm” for now and just use the 100 gallon tank we have on hand.

Transfer Station – Timothy Coston: Not in attendance. David Coons stated the cardboard bin is full and needs to be picked up. Theresa said that anyone can call and the phone numbers are beside the phone within the Transfer Station building.

Animal Control Officer – Kim Bolduc-Bartlett: Not in attendance. Theresa Haskell said dog license reminders will be going out the first week of January.

Cemetery Sexton – Joyce Perry: Not in attendance. Theresa Haskell stated that the gray granite has been received for the Veteran's Memorial.

Public Comment: No comment.

Consideration of Warrants # 26 and # 27:

Ray Bates made a motion to approve Warrants # 26 and # 27 seconded by William Appel, Jr. and approved 5-0-0.

Town Manager's Items:

- a) Bob Upham will be retiring January 5, 2020. Hiring an outside person or agency may be looked at in the future.
- b) Vern Ziegler asked Theresa Haskell to discuss the issue with losing pictures on our Trio Real Estate Program and how he is concerned with this when we move to SQL with the Board of Selectmen. He stated there are funds in the Assessors Reserve Account and is asking if Caitlyn can come in and update the pictures and tax maps. **William Appel, Jr. made a motion to allow Caitlyn to come and update pictures and tax maps and to charge to Assessors Agent Fee Reserve Account, seconded by Richard H. Gray, Jr. and approved 5-0-0.**
- c) 19 reminders for automatic foreclosures on properties have been sent out. This is the lowest it has been in 5 years.
- d) It was mentioned that the State Offices would be closed on Thursday December 26 for the holiday and that the Town would not have assistance if needed. It was decided to keep the office open even though the state is closed. During storms however, it has been said that it is up to the Town Manager, Theresa Haskell to decide if the office should close or not for the safety of the employees.
- e) There was much discussion regarding the pin placement and plowing of Wingood Road.
- f) There was much discussion regarding the collection of water on the surrounding land of the Windsor Fire Station and property next to the fire station when it rains.

Selectmen's Items:

- a) Andrew Ballantyne attended a Selectman Training and stated he learned quite a bit from this training.
- b) Richard H. Gray, Jr. handed out an article on "Weaver Wind will sell Energy to Emera" There was brief discussion on this.

Ray Bates adjourned the Board of Selectmen Meeting at 7:09 p.m.

These minutes were approved by the Board of Selectmen on **Tuesday, January 7, 2020.**

The next Regular Board of Selectmen's Meeting will be on Tuesday, January 7, 2020 at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

Kyoko Roderick
Board of Selectmen Secretary