



BOARD OF SELECTMEN RECORD OF MEETING  
**APRIL 14, 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. During COVID-19 (Coronavirus) “An Order to Protect Public Health” Gatherings of more than 10 people are prohibited throughout the State. Under the emergency legislation (LD2167) enacted March 17<sup>th</sup>, a board may meet “remotely”, by telephonic, video, electronic or similar means, provided (1) each board member can at least hear and speak to each other, (2) members of the public can at least hear the proceedings, and (3) all voters are taken by roll call vote. (See Town of Windsor’s website on “How to attend a Public Meeting”).

**Members Present:** Richard H. Gray, Jr., Ray Bates, William Appel, Jr., and Ronald F. Brann. Andrew Ballantyne was on phone by voice roll call and came into the meeting around 7:30 p.m.

**Public Attending:** None.

**Employees Attending:** Theresa L. Haskell (*Town Manager*) and Arthur Strout (Code Enforcement Officer).

Ray Bates called the meeting to order at 6:05 p.m. with the Pledge of Allegiance.

Previous Meeting Minutes: **William Appel Jr. made a motion to approve the March 17, 2020 and March 31, 2020 minutes as read seconded by Ronald F. Brann and approved 5-0-0. (Andrew Ballantyne voice call vote to approve).**

**Public Works – Keith Hall:** Keith said if we would like to call him, we could. He had a couple of storms to clean up but all and all it has been going o.k. Keith mentioned to Theresa that he would like to do roadside trimming from a hired larger piece of equipment that would be able to reach higher than what he could but would leave the trees looking damaged but over time would recover. The chips would also be left on the side of the road. It was discussed to hold off until letters to the property owners could be sent out with their approval.

**Transfer Station – Timothy Coston:** Nothing new. Theresa said we still have been taking Recycling only on Wednesday’s and Friday’s. We have had only one person working on Saturdays and only taking Municipal Solid Waste. Bill Appel said he would help on Saturday for a few hours and Ray Bates said he will help on April 25<sup>th</sup> for a bit.

**Animal Control Officer – Kim Bolduc-Bartlett:** Nothing new.

**Cemetery Sexton – Joyce Perry:** The regular cemetery meeting that was scheduled for April 20<sup>th</sup>, 2020 has been cancelled due to COVID-19.

**Public Comment:**

- a.) Code Enforcement Officer, Arthur Strout, was in attendance looking to recommend a fine to be given to Live More, LLC located at 348 Augusta-Rockland Road because of a running an illegal Junkyard Business. The tenants had been in previously indicating they would have this cleaned up no later than

April 7, 2020 and to then obtain a Junkyard Permit from the Town Office. Neither of these have been done so Arthur said the fine can be no less than \$500.00 and no more than \$1,000.00 for the first violation. Since we have not heard anything back from Live More, LLC from the first Certified Letter dated March 24, 2020, Arthur is recommending the \$1,000.00 fine. **William Appel, Jr. made a motion to propose the Code Enforcement's recommendations for the fine to be \$1,000.00, seconded by Ronald F. Brann and approved 5-0-0. (Andrew Ballantyne approved by roll call voice by phone).**

- b.) Arthur said he has two more that he would like to send letters on regarding trash/rubbish on their property. He also will be checking on another one that has a lot of vehicles on the property and he will be visiting to see if they are all registered.

**Consideration of Warrants # 42 and # 43: Ronald F. Brann made a motion to approve Warrants # 42 and # 43 seconded by Andrew Ballantyne and approved 5-0-0.**

**Town Manager's Items:**

- a) Theresa Haskell said we will need to appoint the Building Official which has been Arthur Strout in the past. **Ronald F. Brann made a motion to appoint Arthur Strout as the Building Official, seconded by Andrew Ballantyne and approved 5-0-0.**
- b) Theresa said she is wondering if we will be able to have voting on June 9<sup>th</sup> and Town Meeting on June 10<sup>th</sup> because of the COVID-19 and what guidelines will meet the Governor's recommendations. The question will be is how the voting booths will be set up/spacing and what the Governor will have for guidelines for June.
- c) Theresa has been talking with MMA Legal to find out how we will be able to hold a Budget Committee Meeting to finish the approval of the budgets.
- d) Theresa said we will also need to go back to the expense side of the budget to try and reduce it or make it a flat budget and how we will be able to deal with the loss of Revenue. Theresa said hopefully the RSU #12 will be doing the same.
- e) There have been many questions on how the RSU #12 has been handling the closure of the schools. Theresa said they are doing food deliveries three times a week but will change over to two times a week. They are sending home packets for these students that are receiving the food deliveries. There are more questions to be answered and Theresa will be putting a list together to have the Superintendent answer them.
- f) Theresa said the emails regarding COVID-19 are still coming in and things are changing daily/weekly. Today the Governor has extended the State of Civil Emergency to expire 30 days from today which will be May 15, 2020. The current "Stay at Home Order" is in effect until April 30, 2020. We will have to wait and see what will happen the end of April.

**Selectmen's Items:** None

**Ray Bates adjourned the Board of Selectmen Meeting at 9:48 p.m.**

These minutes were approved by the Board of Selectmen on May 12, 2020.

**The next Regular Board of Selectmen's Meeting is Tuesday, May 26, 2020 at 6:00 p.m. at the Windsor Town Hall.**

Respectfully Submitted,

Theresa L. Haskell  
Town Manager