



BOARD OF SELECTMEN RECORD OF MEETING
August 8, 2017
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, Chris Haiss, and Dan Gordon.

Members absent: Ronald Brann.

Public Attending: Tom Reed, Jerry Nault, and Thomas McNaughton.

Employees Attending: Theresa Haskell (*Town Manager*), Tim Coston (*Transfer Station Manager*), Joyce Perry (*Cemetery Sexton*), and Angela Hinds (*Town Clerk*).

Richard Gray Jr. called the meeting to order at 6:00 p.m.

Previous Meeting Records: None at this time.

Public Works:

- a) Theresa said that the Wingood Road is graded.
- b) The paving is supposed to begin next week.
- c) Ray Bates asked about the status of the culvert replacement on the Legion Park Road? Theresa hasn't heard but she will find out.
- d) Richard Gray said he had a resident ask about the Town Line sign that is missing on the Weeks Mills Road. Theresa said she will look into that.
- e) Richard Gray said that the shoulder on Ridge Road in front of Resthaven Cemetery needs more fill. Theresa said she will get in touch with DOT.

Transfer Station:

- a) Monthly figures showed that we are \$1,591.45 ahead of last year's July figures.

Animal Control Officer:

- a) Theresa said that she and Tim conducted interviews last Friday, and that she believes she has a good candidate for the Animal Control Officer position.
- b) Theresa asked the board if she could be compensated for July's ACO stipend of \$250.00, since she has been filling in above and beyond her regular duties as Animal Control Officer at all hours.

Ray Bates made a motion to authorize Theresa Haskell to be paid the \$250.00 animal control officer wage for the month of July, for working as the Animal Control Officer for the Town of Windsor, seconded by Chris Haiss and approved 4-0-0.

Cemetery Sexton:

- a) Joyce had a Cemetery Lot Conveyance Deed for a 6 plot lot to Joyce A. Perry of Windsor, at Resthaven Cemetery North Lots RHN 93 A-F. **Ray Bates made a motion to approve the sale of the lots, seconded by Chris Haiss, and approved 4-0-0.**

- b) Joyce said she received some information gathered by an intern in Washington, D.C. from Michelle Michaud of Senator Collins' office regarding grants/funds for the Town's future Veteran's Memorial.
- c) Joyce said that she has received a complaint that the fence at Resthaven Cemetery is missing six post caps. She asked the board if she should contact the police, so that there is a record of it. The board thought it would be a good idea to have it on record, and agreed to have her report the incident.
- d) Joyce said that she has spoken with Neil Farrington of the American Legion about them no longer putting the flags out at Windsor's Cemeteries. She said that she appreciated them doing it in the past, but that residents would like to have the flags up throughout the time the cemeteries are open.
- e) Joyce said that there will be new state statute in place at the end of August stating that all cremations that are burials will need a Permit for Disposition of Human Remains form signed by an authorized person. She would like to have permission to sign these forms as Cemetery Sexton on behalf of the Town of Windsor. **Chris Haiss made a motion to allow Joyce Perry the authority to sign Permit for Disposition of Human Remains forms on behalf of the Town of Windsor on all cremations that are burials, seconded by Ray Bates and approved 4-0-0.** The Board of Selectmen also gave Joyce Perry permission to do approvals on someone digging their own family cremation lots as long as Joyce Perry oversees the process completely.
- f) Joyce said that Pam O'Connor from the Windsor Fairgrounds is allowing the Town of Windsor to remove all hanging plants from the fairgrounds on Sunday, September 3rd so that we may auction them off on Monday, September 4th. The proceeds will benefit the future Veterans Memorial at Oak Hill Cemetery.

Public Comment:

- a) Thomas McNaughton said that they have moved the generator at Windsor Elementary School to a pad, and a cover should be built over it soon. There was much discussion. **Dan Gordon made a motion to write up a bill of sale to gift the generator to the Sheepscot Valley Regional School Unit #12, seconded by Chris Haiss, and approved 3-1-0. Ray Bates abstained for personal reasons.**
- b) Jerry Nault gave an update on the RSU budget.

Consideration of Warrants #5, # 6: Ray Bates made a motion to approve Warrants # 5 and # 6 seconded by Dan Gordon and approved 4-0-0.

Town Manager's Items:

- a) Theresa presented the board the 2016-2017 Year End Budget Figures. There was much discussion. Theresa said that the total year budget was less than the 100% that was needed and we won't have to move any monies around.
- b) Theresa said that Windsor Rescue had a sign request for the intersection of Wingood and Erskine Roads, specifying house numbers in each direction. The board unanimously agreed that it is not needed.
- c) Theresa was asked about getting signs that warn drivers of hidden driveways on the Coopers Mills Road. Tim and Keith will look into it.
- d) Theresa asked as the Tax Collector to deal with a tax bill for a mobile home that was moved, and the taxes were paid for the following year, but since the Homestead Exemption was removed, it left a balance of \$123.09. There was some discussion. **Chris Haiss made a motion to write off \$123.09 for taxes for Reggie French Acct # 1223, seconded by Ray Bates and approved 4-0-0.**
- e) Theresa said that the arrangement of payments on the trailer that the Town owns on the Barton Road is not working out, we have not received any payments and she has sent out certified mail to the landowner, giving them until the end of the month.
- f) Theresa said that Arthur has been working on getting properties on the Wingood, Griffin, and Baker Roads to be in compliance with the Town's Littering Ordinance. There was much discussion.

- g) Theresa said that Keith got a quote of \$3,000 to \$3,500 from McGee Construction to put four posts around the new sign at the Town Office to protect it from damage. There was much discussion. It was decided to look into doing it in-house.
- h) Theresa said that the lights on the Town Hall building are on dusk to dawn, is it fine the way it is or do we want motion sensors? The board decided since the lights are LED, they are fine to leave on at night.
- i) Theresa said that the front porch posts should be painted August 9, 2017.

Selectmen's Items:

a) The Town Owned Property on Map 09 Lot 029 was discussed. **Ray Bates made a motion to advertise that the Board of Selectmen are accepting bids for the purchase of the municipality's interest in one tax-acquired property, described as Map 09 - Lot 027 in the Kennebec Journal on August 11, 12, and 13, 2017. The bids must be received by August 22, 2017 at 5:00 p.m. and will be opened at the Board of Selectmen's Meeting on August 22, 2017, at 6:00 p.m., seconded by Chris Haiss and approved 3-1-0. Dan Gordon abstained because of personal reasons.**

Rick Gray, Jr. declared this meeting adjourned at 7:40p.m.

These minutes were approved by the Board of Selectmen on August 22, 2017

The next Regular Board of Selectmen's Meeting will be on Tuesday, August 22, 2017 at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

Angela Hinds
Town Clerk