



BOARD OF SELECTMEN RECORD OF MEETING  
**July 25, 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, Ronald Brann, Chris Haiss, and Dan Gordon.

**Public Attending:** Tom Reed, Jerry Nault, and Roberta Barnes.

**Employees Attending:** Theresa Haskell (*Town Manager*), Keith Hall (*Public Works Supervisor*), 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: Dan Gordon made a motion to approve the minutes dated July 11, 2017, seconded by Ray Bates and approved 5-0-0.**

**Public Works:**

- a) Keith said that the Wingood Road is looking great, it is at least four lanes wide now. He said that the Demerchant's are doing a great job. He said in order to get it paved, they would have to put one pipe in and replace one.
- b) Rick said that he has gotten several positive comments on the removal of the stop sign on the Wingood Road where it meets the Erskine Road.
- c) Keith gave the following updates on roads: The brush on the Piper Road is all cut back and the ditching is done. The Reed and the Taylor Roads are graded. They had to fix a collapsed pipe on the Reed Road today.
- d) Theresa said that Hagar Paving let her know that they will begin paving in mid-August and should be done by the time Windsor Fair begins.

**Transfer Station:**

- a) Tim said that the wood pile was burned.
- b) Ray asked if we have had any issues with the large scales, and Rick asked how often is it used? Tim said that there have been no issues, and that there have been roughly 690 to 700 vehicles use the scale since it was installed.
- c) Tim said that the top beam was painted at the recycling center, and the rear beam will be painted next week.
- d) Tim said that the landfill cap was bush hogged.

**Cemetery Sexton:**

- a) Joyce had a Cemetery Lot Conveyance Deed for a 3 plot lot to Ronald F. Brann of Windsor, at Resthaven Cemetery South Lot 79B, lots DEF. **Ray Bates made a motion to approve the sale of the lots, seconded by Dan Gordon, and approved 4-0-1. Ronald Brann abstained due to the Deed being in his name.**

- b) Joyce said that she has reached out to Senator Collins' office to see if there are any grants that help with a Town that wants to erect a Veterans Memorial. They are going to contact a person they know in Washington D.C. in the grants office and have them reach out to Joyce.
- c) Joyce gave an update of repairs that the Cemetery Committee is looking in to getting done such as fixing stones, releveling and epoxy, reseals, and an inside fenced memorial around a few stones. The total amount of work is \$2,955.00 for all cemetery work, an estimate provided by Riverside Memorial.
- d) Joyce said that the Cemetery Committee had a discussion on whether or not to continue having the American Legion put out flags for Memorial Day since there have been issues. The committee would like to put out the flags a week prior to Memorial Day, and leave them up until the Cemeteries close October 31<sup>st</sup>. There are approximately 258 flags put out each year, and the Town pays the Legion \$200.00 a year to do this. The cost of 144 flags in a gross is \$135 plus shipping and handling.
- e) Joyce said she received a request from Elizabeth Harriman whom would like to serve on the Cemetery Committee, and she asked the board if they would be willing to appoint her. **Ray Bates made a motion to appoint Elizabeth Harriman as a Cemetery Committee Member three-year term, seconded by Chris Haiss and approved 5-0-0.**
- f) Joyce said that she heard back from Dianne Harrington and her son will remove the two huge trees on their cemetery lot.

**Public Comment:**

- a) Roberta Barnes, of the Crosby Road in Windsor asked for input on a septic system issue she has been dealing with since 2009. There was much discussion. Ronald Brann gave her some suggestions, and is willing to look into the laws she had questions on, and will call her.
- b) Jerry Nault gave an update for RSU 12 regarding the \$460,000 that was given to the RSU as additional Educational Subsidy, of that \$115,510.96 went to Windsor, but 75% of that, \$86,633.22 is being used to reduce Windsor's share this year. Theresa said that we received the bill from RSU 12 late in the day, after the warrants were printed, and asked the board how would we like to pay? **Ray Bates made a motion to make three bi-weekly payments beginning August 23<sup>rd</sup> until caught up to RSU #12, seconded by Chris Haiss, and approved 5-0-0.**

**Consideration of Warrants #3, # 4: Ronald Brann made a motion to approve Warrants # 3 and # 4 seconded by Ray Bates and approved 5-0-0.**

**Town Manager's Items:**

- a) Theresa said we are looking to commit taxes on August 22, 2017.
- b) Theresa said the Repurchase Agreement with Kennebec Savings Bank will be tabled until more information is available. There was some discussion.
- c) Theresa gave an update on Animal Control. She said that we have received two more applications for the Animal Control Officer Position, and one from the prior advertisement. She is planning on doing interviews with all three of them, along with Tim, since he has first-hand knowledge of the job duties. The Town has been getting phone calls about feral cats; Tim and Theresa have gone over with Have-A-Heart traps and shown Theresa how to get them out. They have caught 3 kittens and 1 cat so far.
- d) Theresa said that she had a server update; she discussed what the 24 hours of labor entails. The server is scheduled to be replaced on Wednesday, August 9, 2017.
- e) Theresa said that she will be in a Basic Accounting class on Thursday, July 27 and Friday, July 28, 2017, and Angela will be on vacation from Wednesday, July 26 to Sunday, August 6, 2017. The MMA Convention will be held October 4<sup>th</sup> and 5<sup>th</sup>. Theresa will attend for free because she will be a guest speaker on Roads, Bridges, and Culverts: The Real Stuff, and how Windsor gets this done and approved. Wednesday, October 4th Angela, Debbie, Kelly, and Ty will all be going, since it has the State Agency updates.

- f) Theresa gave an update on Windsor Days. She said that it is a lot of work without volunteers, and the town lost \$2400 this year. The Fire Department would like to continue running Take It or Leave It. The next meeting will be in October, she will be inviting the Windsor Youth Group, and the local churches to the meeting to see if we can get more volunteers.
- g) Theresa said that Maine Municipal Association was holding a photo contest, and Angela submitted two photos, one for the scenic category, and one for the buildings or monuments.
- h) Theresa said that she discussed updating the Town's MMA coverage plan with Marcus Baloo. He expressed a concern with the Town allowing use of the building as a community room. There was much discussion, and more to come.
- i) Theresa said that the Department of Transportation wants the Town to sign a waiver for trucks during over-weight limit permit times. There was some discussion.
- j) Theresa asked the board how they would like to be paid, monthly, quarterly, or bi-weekly? There was an agreement that they will start getting monthly checks at the beginning of the next month.
- Richard Gray made a motion to be paid monthly at the beginning of the next month and if any monies are left over to carry forward them to the next year seconded by Ray Bates, and approved 5-0-0.**

**Selectmen's Items:**

- a) Food Sovereignty was discussed at the last meeting, and Angela gathered information from other towns that have adopted an ordinance on this issue. There was much discussion, and it was decided to table this until a problem occurs, to keep things as simple as possible.
- b) There was a question on whether or not the Town could prohibit guns or weapons from entering Town properties legally, the answer was no from MMA legal.

**Rick Gray, Jr. declared this meeting adjourned at 9:31p.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 8, 2017 at 6:00 p.m. at the Windsor Town Hall.**

Respectfully Submitted,

Angela Hinds  
Town Clerk