



BOARD OF SELECTMEN RECORD OF MEETING
May 30, 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 Gray Jr., Ray Bates, Ronald Brann, and Chris Haiss.

Members Absent: Dan Gordon.

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

Employees Attending: Theresa Haskell (*Town Manager*), Keith Hall (*Road 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: Chris Haiss made a motion to approve the minutes dated May 16, 2017 seconded by Ronald Brann and approved 4-0-0.

Public Works:

- a) Keith said that they are working on finishing the shoulders on the Windsor Neck Road and moving on to the Sampson Road.
- b) Keith said that the signs are almost done, but they need to order new brackets for the Coopers Mills Road.
- c) Keith said that Tom Hawksley will be cutting down the dead trees on the Reed Road, Jones Road, and Weeks Mills Road, for \$2700. We will be providing flaggers.
- d) Keith said that there is a 30ft deep, 120ft long culvert on the Weeks Mills Road that needs to be replaced. They may have to close the road for 3 to 4 days due to the time it will take to replace.
- e) Keith said State Paving, Inc. will be paving the Transfer Station and the Town Hall parking lots the week of June 19, 2017.
- f) Rick asked Keith about removing the vault at Oak Hill Cemetery, as discussed at the last meeting. There was much discussion, and Keith will look into what needs to be done.
- g) Keith said they replaced five (5) culverts on the Pinkham Road.
- h) Keith, Tim, and James have a class to attend on June 1, 2017.
- i) Theresa said a Resident on the Legion Park Road has a driveway culvert that has lifted and would like it looked at. Keith said he will go and check it out.

Transfer Station:

- a) Tim said that Dave attended a Transfer Station class on May 22, 2017.
- b) Ray asked Tim about the gate and phones, if they are working correctly now. Tim said that the gate is now in working order, and the phones are operational.
- c) Rick mentioned that while visiting the Town of Whitefield, he discovered that residents are allowed 4-5 buckets of sand per storm, and they have a nice roof over the sand.

Cemetery Sexton:

- a) Joyce said that they had another cremation burial last Sunday.
- b) Joyce said that the Legion did not do a very good job in putting out the flags this year for Memorial Day. They missed 5 markers at Resthaven, and did not even do Blackman or Windsor Neck Cemeteries.
- c) Joyce said she spread 19 bags of lime at Resthaven Cemetery from the 1st row of Resthaven North to the corner post and about 300ft towards Rte. 32 to kill the hack weed.
- d) Joyce received a complaint of gypsy moths at the Resthaven Cemetery. Tom Reed went down and sprayed the large tree with water.
- e) Theresa said that Ray received a complaint about how tall that grass was at Resthaven Cemetery on Memorial Day. Joyce said they did not trim a lot, but it was mowed on the Wednesday prior. There was much discussion.
- f) Joyce said she has put more notices on stones to clean up the lots, such as trimming shrubs and trees.

Public Comment:

- a) Tom McNaughton said that the generator at Windsor Elementary School will be moved this summer to a new location. The question is who is the one responsible for upgrades and maintenance on this generator? Right now the Town owns the generator. They would like to see about adding additional loads to the generator in order to support more of the building's uses. Currently the kitchen, gym, and two restrooms in the gym are not connected to the generator. If the school is to be used as a Town Emergency Shelter, then this will need to be done.
- b) Ronnie asked Arthur: "What is required for a shelter? Is the Town equipped for a true emergency? Do we need to equip the school for a shelter?" Arthur said he didn't think the Town would need to equip the school for an emergency. He has never had to use one, but if he did, the Fire Station has been certified by the American Red Cross to house up to 75 people, and the Town Hall can be used for water and heat. There was much discussion.

Consideration of Warrants # 51 and # 52: Ronnie Brann made a motion to approve Warrants # 51 and # 52 seconded by Ray Bates and approved 4-0-0.

Town Manager's Items:

- a) Theresa presented three additional bills to be added to the Warrant. **Ray Bates made a motion to authorize Theresa to write manual checks for the three bills, seconded by Ronnie Brann and approved 4-0-0.**
- b) There was much discussion about replacing or repairing the flag pole at Oak Hill Cemetery.
- c) Ray mentioned Joyce said we should look into doing a fundraiser to do a monument in place of the vault at Oak Hill Cemetery.
- d) Theresa gave an update on the following Town Hall improvements:
 - 1) C.B. Haskell completed an additional heating zone in the entrance hallway, and installed the plumbing to the new sink area.
 - 2) Chuddy Joslyn anchored the sink base to the floor, and put in the cabinets. The new sink is now operational.
 - 3) David Coons is willing to stain the new sink cabinets, pressure wash out front of the building, and put PVC sleeves on the posts of the new ramps for easy maintenance.
- e) Theresa said that the Town Reports are complete and are at the printers, being printed.
- f) Theresa gave a report of credit card usage since the Town began accepting credit cards. In year one, approximately \$25,000 was charged. In the Town's current fiscal year, approximately \$65,000 has been paid by credit card users.
- g) Theresa said she would like to look into doing electronic deposits from the Town Office. She will get more information on this for future discussion.

- h) Theresa received a copy of a minor revision application from the DEP for the Maine Power Reliability Program to make improvements at the Coopers Mills Substation. They are looking to add a 6,000 square foot storage building, and a gravel pad.
- i) Theresa attended a class on May 19, 2017 and mentioned some of the proposed LD Laws that may affect towns.

Selectmen's Items:

- a) Rick asked where we stand on the residents that were asked to clean up their properties. Theresa said that she still needs to get together with Arthur to get the letters written.

Rick Gray, Jr. declared this meeting adjourned at 8:27 p.m.

These minutes were approved by the Board of Selectmen on **June 27, 2017**

The next Regular Board of Selectmen's Meeting will be on Tuesday, June 13, 2017 at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

Angela Hinds
Town Clerk