



BOARD OF SELECTMEN RECORD OF MEETING
NOVEMBER 1, 2016
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, Chris Haiss and Ronnie Brann. Dan Gordon was absent.

Public Attending: Tom Reed, Carol Chavarie, Ray Chavarie, Jeanna Verney, Norman Black, Bruce Flaherty, Becky St. Jean, Jeff Knight, Mark Scribner, Lottie Duplessis and Laurie Knight.

Employees Attending: Theresa Haskell (*Town Manager*) and Tim Coston (*Transfer Station Manager*). Debbie French and Keith Hall was absent.

Richard Gray Jr. called the meeting to order at 6:04 p.m. with the Pledge of Allegiance.

Previous Meeting Records: Ray Bates made a motion to approve the October 4, 2016 minutes with adding Theresa Haskell on them after Debbie French left the meeting and approve the October 18, 2016 minutes as presented, seconded by Ronnie Brann and approved 4-0-0.

Public Comment:

Spirit of America Awards – The Board of Selectmen and Town Manager would like to present the Windsor Rescue Department employees and NETCo, Inc. (Mark Scribner) the 2016 Spirit of America Award.

Public Works:

- a) Rick Gray asked about the painting of lines. He said that it isn't lasting.
- b) Theresa said they have been working on the Transfer Station/Public Works area for paving. They have graded it and it looks like base pavement will be put down soon.
- c) We had trees cut down on the Weeks Mills Road and the Jones Road and now it has left some stumps that are sticking out of the ground over 2'. This may cause issues with plowing. Theresa will look into seeing about having them ground down and what it will cost.

Transfer Station:

- a) The Board of Selectmen would like to see about getting a price from Longfellow's Hydroseeding along the bank at the Public Works area.
- b) Tim said the burn pile has been done.
- c) Tim said the refrigerators have been drained but not removed yet.
- d) Tim said he has received a quote on the Scale House window of \$600.00. Theresa said this person would need to have Workman's Compensation Insurance. **Ray Bates made a motion to allow Theresa to negotiate an arrangement with David Coons regarding the window at the Transfer Station, seconded by Chris Haiss and approved 4-0-0.**

Consideration of Warrants # 18 and # 19:

Ray Bates made a motion to approve Warrants # 18 and # 19 seconded by Ronnie Brann and approved 4-0-0. Theresa said within this warrant we will need to void out Check #21670 and replace it with two separate checks. **Ray Bates made a motion to void Check #21670 and replace it with the two correct checks as presented, seconded by Ronnie Brann and approved 4-0-0.**

Town Manager's Items:

- a) Theresa said we have a Proposed Vote regarding the new Windsor Volunteer Fire Department fire truck that the Board of Selectmen will need to vote on. **Ray Bates made a motion to approve the Proposed Vote as presented, seconded by Ronnie Brann and approved 4-0-0.**
- b) **Ray Bates made a motion to have a manual check written in the amount of \$35,714.29 to Kennebec Savings Bank for the first payment on the WVFD Fire Truck, seconded by Ronnie Brann and approved 4-0-0.** Theresa said that we have a lower interest rate than what was originally quoted and with paying the first payment at the time of the loan and only taking the loan out for six years instead of seven has saved the Town over \$15,000.00.
- c) **Ray Bates made a motion to authorize the Treasurer to take out \$50,000.00 and write a manual check from the WVFD Capital Reserve account payable to Greenwood Emergency Vehicles which was approved back in November 2015 by the voters of the Town of Windsor, seconded by Ronnie Brann and approved 4-0-0.**
- d) **Ray Bates made a motion to authorize a manual check in the amount of \$35,000.00 to be taken out of the Unassigned General Fund/Fund Equity Balance which was approved back in November 2015 by the voters of the Town of Windsor and make the check payable to Greenwood Emergency Vehicles, seconded by Ronnie Brann and approved 4-0-0.**
- e) **Ray Bates made a motion to write a manual check in the amount of \$38,514.64 payable to Kennebec Savings Bank for the 2nd payment of the 2016 Western Star Plow Truck, seconded by Ronnie Brann and approved 4-0-0.**
- f) **Chris Haiss made a motion to suspend as Board of Selectmen and convene as Board of Assessor's at 7:26 p.m., seconded by Ronnie Brann and approved 4-0-0.** Theresa read the abatement for Angela Burgess that was presented by the Assessor's Agent in the amount of \$209.55 regarding the Homestead Exemption that was omitted. **Ray Bates made a motion to approve the abatement for Angela Burgess in the amount of \$209.55 as presented, seconded by Ronnie Brann and approved 4-0-0.**
- g) Theresa said the two previous abatements that were already approved had the wrong year listed at the top of the form that was already approved by the Board of Assessors. Theresa said she would like the Board of Assessor's to vote to change the dates at the top of these two abatements to the current year July 1, 2016 to June 30, 2017. **Ray Bates made a motion to approve the date changes as presented, seconded by Ronnie Brann and approved 4-0-0.**
- h) **Ray Bates made a motion to adjourn as Board of Assessor's at 7:32 p.m. and reconvene as Board of Selectmen, seconded by Ronnie Brann and approved 4-0-0.**
- i) **Ray Bates made a motion to appoint Jonathan Adams as an Alternate Budget Committee Member, seconded by Ronnie Brann and approved 4-0-0.**
- j) Theresa handed out the 3 Month Budget information which shows we are at 23.13% of the 25% budget.
- k) Theresa also handed out the 12 Month budget for the 2015/2016 budget which we ended up being 94.13% out of the 100%. We will need to vote on moving from one category that was overspent to another category that was underspent which will not change the bottom line. **Ray Bates made a motion to take out of the Administration line \$180.81 and move to Utilities that was under budgeted and won't change the bottom line, seconded by Chris Haiss and approved 4-0-0.** **Ray Bates made a motion to take out of Public Works line \$4,120.98 and move to Public Works Garage that was underbudgeted and won't change the bottom line, seconded by Ronnie Brann and approved 4-0-0.**

Selectmen's Items: NONE

Rick Gray declared this meeting adjourned at 8:20 p.m.

These minutes were approved by the Board of Selectmen on _____

The next Regular Board of Selectmen's Meeting on Tuesday, November 15, 2016 at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

Theresa L. Haskell
Town Manager