



BOARD OF SELECTMEN RECORD OF MEETING  
**SEPTEMBER 18, 2018**  
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:** Ray Bates, William Appel, Jr. and Ronald F. Brann. Richard H. Gray, Jr., came in at 6:09 p.m.

**Members Absent:** Christopher Haiss.

**Public Attending:** Tom Reed, Richard Esposito, Jung Mi Nesterick and David Coons.

**Employees Attending:** Theresa Haskell (*Town Manager*), Keith Hall (*Public Works Supervisor*), Tim Coston (*Transfer Station Manager*), Joyce Perry (*Cemetery Sexton*) and Debbie French (*Selectmen Secretary*).

Ray Bates called the meeting to order at 6:00 p.m. with the Pledge of Allegiance.

Ray Bates opened the Public Hearing on the General Assistance 2018-2019 Appendices & Adoption at 6:00 p.m. for public comment. With no comments Ray Bates closed the Public Hearing at 6:03 p.m. **Ronald F. Brann made a motion to adopt the MMA Model Ordinance GA Appendices (A-D) for the period of October 1, 2018 through September 30, 2019, seconded by William Appel, Jr. and approved 3-0-0.**

**Previous Meeting Records: William Appel, Jr. made a motion to approve the September 4, 2018 minutes as read seconded by Ronald F. Brann and approved 3-0-0.**

**Public Works – Keith Hall:**

- a) Keith said the Sampson Road and Windsor Neck Road shoulders are done.
- b) Keith said they dug the footing for the PW Garage and Avery Glidden Construction poured the cement yesterday. They put rebar in every foot and had to build a gravel ramp so this could be poured.
- c) We will be sending out an RFP for the building of the walls and insulating it. We will be getting our own quotes on the electrical and heating.
- d) Comprehensive Land Technologies will be clearing trees to prepare for the new culvert and they will start the boring in November.

**Transfer Station:**

- a) Tim said he just sent the metal can out yesterday.
- b) The demo can may have to have work done on it. The back door has some pretty big holes in it and the rollers aren't even rolling now.
- c) Some brush had to be taken down to the brush pile because it was just too big to go through the chipper.
- d) The Transfer Station Report for last month shows that we are down by \$217.00 for the month and we are down \$555.15 as of this time last year.

**Animal Control Officer – Kim Bolduc-Bartlett:**

- a) There is no one thing to report but Theresa said that Kim has been very busy and on top of things.

**Cemetery Sexton – Joyce Perry:**

- a) Cemetery Conveyance: 3-plot lot to Mr. Harrington RHS D-F. **William Appel, Jr. made a motion to approve and sign the Cemetery Conveyance seconded by Richard H. Gray, Jr. and approved 4-0-0.**
- b) Joyce said that there will be several cremations in October – 3 for sure and a 4<sup>th</sup> possible.

- c) Eric from Riverside Drive Memorials has not started the stone repair yet.
- d) Joyce said that it has been really busy the last few weeks. They had a cemetery meeting last night and they discussed having a fundraising meeting on October 1<sup>st</sup> at 6:00 p.m. at the Town Hall. The Veteran's Memorial Supper will be October 27<sup>th</sup> from 5:00 p.m. – 7:00 p.m. at the Windsor School.
- e) There is also a Veterans Memorial Fundraising event coming up that Debbie Gray is in charge of.
- f) Joyce said she had another call from Shirley Isbister and Joyce asked her to put out artificial flowers and Shirley said she would. Shirley said that she is also going to put out a camera.
- g) Joyce told the Board that several research requests have come in.
- h) Joyce is planning to talk with the Turf Doctor about Resthaven's lack of grass issue.
- i) The bushing for the pump came in and Ronald F. Brann and Tom Reed will be installing it.

**Public Comment:** Richard Espisito is a care giver for patients with cancer and PTSD. He is looking to be able to open a business for this and would like the approval of the Board of Selectmen. He was told that we do not have any ordinances against it but he will have to comply with all applicable State Licensing and local licensing as on any business. He is looking for compounds in the plants to make creams and such as well as the medical marijuana. All customers must have their medical cards and also their dispensing cards. He would like to be in on any discussions the Board might have regarding this.

**Consideration of Warrants # 12, # 13 and 14:**

**Ronald F. Brann made a motion to approve Warrants # 12, and # 13 seconded by William Appel, Jr. and approved 4-0-0.**

Debbie needs to issue a new NETCO Scholarship check because a student changed colleges. To do this a void must be done and a new check issued which will make an additional warrant. **William Appel, Jr. made a motion to approve Debbie voiding the initial check and issuing a corrected check making Warrant #14 seconded by Ronald F. Brann and approved 4-0-0. William Appel, Jr. made a motion to approve Warrant #14 seconded by Ronald F. Brann and approved 4-0-0.**

**Town Manager's Items:**

- a) Theresa went over the 2017-2018 12-Month Budget to the Board.
- b) Theresa has letters from the Assessors' Agent, Vern Ziegler for abatements. **William Appel, Jr. made a motion to suspend as Board of Selectmen and to convene as Board of Assessors at 7:40 p.m. seconded by Ronald F. Brann and approved 4-0-0.**
  - 1) Jonathan and Diane Scott in the amount of \$258.00 for an omitted homestead exemption.
  - 2) Andrew and Emily Parker in the amount of \$135.45 for property that they sold in July 2017. Also attached is a Supplemental Tax Assessment to assess the taxes to the new owners, James & Elizabeth Blanchette in the amount of \$135.45.
  - 3) Richard and Jane Condon in the amount of \$526.32 for an account that should have been deleted.
  - 4) Carolyn Lane in the amount of \$625.65 for a mobile home that was sold and assessed to a new owner.
  - 5) Windsor Convenience in the amount of \$277.35 for business property that has been removed from the defunct business.
  - 6) Air Control Industries in the amount of \$495.36 for the Business Equipment Tax Exemption that was not properly credited to their account.  
**Richard H. Gray, Jr. made a motion to accept the abatements as written in the Assessors' Agent's letter seconded by William Appel, Jr. and approved 4-0-0. William Appel, Jr. made a motion to adjourn as Board of Assessors and to reconvene as Board of Selectmen at 7:46 p.m. seconded by Ronald F. Brann and approved 4-0-0.**
- c) Theresa has the 2018-2019 Contract for Assessors' Services which she went over with the Board. **Ronald F. Brann made a motion to approve the 2018-2019 Assessors' Agent Contract seconded by William Appel, Jr. and approved 4-0-0.**

- d) Vern has prepared the 2018 Municipal Valuation Return for the Board's consideration. **William Appel, Jr. made a motion to recess as Board of Selectmen and to reconvene as Board of Assessors seconded by Ronald F. Brann at 7:48 p.m. and approved 4-0-0. William Appel, Jr. made a motion to approve and sign the 2018 Municipal Valuation Return seconded by Ronald F. Brann and approved 4-0-0. William Appel, Jr. made a motion to adjourn as Board of Assessors and to reconvene as Board of Selectmen at 7:55 p.m. seconded by Ronnie and approved 4-0-0.**
- e) Delegates needed for the Maine Municipal Convention Business Meeting: **Richard H. Gray, Jr. made a motion for Theresa to be the voting delegate for the Maine Municipal Convention Business Meeting and Kelly to be the alternate voting delegate seconded by William Appel, Jr. and approved 4-0-0.**
- f) **Ronald F. Brann made a motion to approve closing the office on October 4<sup>th</sup> for the staff to attend the Maine Municipal Association Convention Classes seconded by William Appel, Jr. and approved 4-0-0.**
- g) Theresa received a letter from Waste Management asking for our support to expand the Norridgewock facility and to send a letter to DEP in support of this. The Board agreed to authorize Theresa to sign in support.
- h) Theresa received a letter from E-Waste Recycling Solutions indicating they would like to extend the opportunity for the Town of Windsor to receive free lamp recycling via Veolia and the NEMA Program.
- i) Theresa received a letter from the Department of Public Safety (Cliff Wells) indicating their transition for the dispatching. With the transition they will not be able to dispatch for the Kennebec Sheriff's Office and the KSO is looking to negotiate with the Augusta Police Department for dispatching services. Theresa said she will be in contact with Cliff Wells for more information.
- j) Tax Abatement for Hardship or Poverty: **William Appel, Jr. made a motion to go into executive session pursuant to 1 M.R.S. A. § 405 (6) (F) to discuss a Poverty Abatement at 8:23 p.m. and to include Town Manager, Theresa L. Haskell seconded by Ronald F. Brann and approved 4-0-0.** Debbie was dismissed from the meeting as Board was going into executive session.  
The selectmen returned from executive session at 8:37 p.m. **William Appel, Jr. made a motion to deny the Poverty Abatement as presented seconded by Ronald F. Brann and approved 4-0-0.**

**Selectmen's Items:**

- a) Jones Road – junk cars are growing and need to be looked into.

**Ray Bates adjourned the Board of Selectmen Meeting at 8:39 p.m.**

These minutes were approved by the Board of Selectmen as written on **Tuesday, October 2, 2018 - 4-0-1 with Christopher Haiss abstaining as he did not attend this meeting.**

**The next Regular Board of Selectmen's Meeting on Tuesday, October 2, 2018 at 6:00 p.m. at the Windsor Town Hall.**

Respectfully Submitted,

Debbie French  
Board of Selectmen Secretary