



MINUTES OF BOARD OF SELECTMEN'S MEETING  
**DECEMBER 29, 2015**  
WINDSOR TOWN OFFICE

Note: These minutes 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, Dan Gordon, and Ronnie Brann. Jonathan Adams was absent.

**Public Attending:** Tom Reed.

**Employees Attending:** Theresa Haskell (*Town Manager*), Keith Hall (*Road Supervisor*) and Tim Coston (*Transfer Station Supervisor*).

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

**Previous Meeting Minutes:**

**Rick Gray, Jr. made a motion to approve Minutes dated 12-15-15 as written seconded by Dan Gordon and approved 4-0-0.**

**Public Comment:** None

**Public Works:**

- a. Keith said it snowed today and have been out plowing.
- b. Keith said he ordered a 275 gallon tank with container for the on road diesel.
- c. Keith ordered salt today.
- d. Arthur said he will need approval for a road name. "Trevor's Way" off the Samson Road which is more than 1,300' in. **Ronnie Brann made a motion to approve the road name "Trevor's Way" seconded by Dan Gordon and approved 4-0-0.**

**Transfer Station:**

- a. Theresa said she will contact A & B Welding again tomorrow to find out when they believe they will be here to put in the second container base.
- b. Tim said the binders need to be extended. Ronnie Brann said he can go to Steve Daniels and find out if he could extend them. Tim said he would try this week.
- c. Tim said he will need a snow blower for the large scale if we are planning on getting this up and running to have Weights and Measurers come out and inspect it. Ronnie said Lowe's would be a good place to get one.
- d. Tim said he will not be at the Transfer Station tomorrow it will be Walter and Tom.

**Animal Control:** None

**Consideration of Warrants # 32 and # 33:**

**Ronnie Brann made a motion to approve Warrants # 32 and # 33 seconded by Dan Gordon and approved 4-0-0.**

**Town Manager's Items:**

- a. Junkyard Permits – Theresa said we have three Junkyard Permits that need to be approved. Stanley Pelletier, Susan and Alan Rogers (Hilltop Used Auto Parts) and Millard Nickerson III. The Board of Selectmen asked Arthur Strout if he had any issues with these and Arthur said they all are good. **Ronnie Brann made a motion to approve the Junkyard Permits for Stanley Pelletier, Susan and Alan Rogers (Hilltop Used Auto Parts) and Millard Nickerson III, seconded by Rick Gray Jr. and approved 4-0-0.**
- b. Arthur said he has been over to the Jones Road a few times and has left a card but hasn't had any calls back. We may want to leave a notice.
- c. Theresa asked Arthur if he still is planning on removing the stack pipe where the old generator was and he said it is still on his agenda.
- d. Theresa received a letter from Central Maine Power indicating they may be conducting tree work in our community. The Board of Selectmen asked to have this put on the "The Town Hub" on the website.
- e. Theresa also received information regarding Tax Acquired Properties. The Town can adopt an ordinance that would authorize a municipality to give any excess money they receive in for Tax Acquired Properties over and above what is due with costs and expenses. The Board of Selectmen said they are not interested to have an ordinance at this time.
- f. FOAA - We need to designate someone as the Public Access Officer regarding the FOAA (Freedom of Access Act). Theresa said she will designate the Town Clerk to do this.
- g. Theresa said she would like to get two push button door locks for security. One between the bathrooms and the Board of Selectmen's Meeting Room and one going into the Deputy Clerk's area. Theresa said she contacted Burt's Security and they said this would cost around \$1,400.00 installed. The Board feels we can get these door locks at a lower price. Ronnie said he would check at Lowe's to see how much these are.
- h. Transfer Station lights quotes. Theresa received two bids for the Transfer Station lights but they are slightly different. The Board of Selectmen said for Theresa to find out what the quotes would be for apples to apples. **Ronnie Brann made a motion to have the Town Manager approve the Transfer Station Lighting not to exceed \$4,200.00 to the bidder she sees is the best for the Town of Windsor, seconded by Dan Gordon and approved 4-0-0.**

#### **Selectmen's Items:**

- a. Ray Bates asked if any of the selectmen if they had any items to discuss and they said they didn't. Ray said he would like to discuss something. **Ray Bates made a motion to go into an executive session pursuant to 1 M.R.S.A. § 405(6)(A), to include the Town Manager, Theresa Haskell and Timothy Coston at 7:25 p.m., seconded by Ronald Brann and approved 4-0-0.** The Board of Selectmen came out of executive session at 8:26 p.m. **Ronnie Brann made a motion to allow the Town Manager to negotiate hours and positions for the Transfer Station and Public Works Departments within the next two weeks, seconded by Ray Bates and approved 4-0-0.**

**Chairman Ray Bates adjourned the meeting at 8:45 p.m.**

These minutes were approved as written by the Board of Selectmen on **January 26, 2016**

**The next Regular Board of Selectmen's Meeting on Tuesday, January 12, 2016 at 6:00 p.m. at the Town Hall.**

Respectfully Submitted,

Theresa L. Haskell  
Town Manager