



BOARD OF SELECTMEN RECORD OF MEETING
OCTOBER 4, 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: Ray Bates, Dan Gordon, Ronnie Brann, Chris Haiss and Richard Gray, Jr.

Members absent: None.

Public Attending: Tom Reed, Tom McNaughton and Bill Appel.

Employees Attending: Theresa Haskell (*Town Manager*), Tim Coston (*Transfer Station Supervisor*), Joyce Perry (*Cemetery Sexton*) and Debbie French (*Secretary to the BOS*).

Rick Gray, Jr. called the meeting to order at 6:02 p.m. with the Pledge of Allegiance.

Public Hearing: Rick Gray opened the Public Hearing regarding Adopting the MMA Model Ordinance GA Appendices A-D (October 1, 2016 through September 30, 2017 at 6:03 p.m. Theresa went over the new amounts with the BOS. **Ray Bates made a motion to adopt the MMA Model Ordinance GA Appendices A-D (October 1, 2016 through September 30, 2017 seconded by Ronnie Brann and approved 5-0-0.** Rick Gray, Jr. closed the Public Hearing at 6:13 p.m. and called the BOS back to order.

Previous Meeting Records:

Dan Gordon made a motion to approve the Draft Record of Meeting from September 20, 2016 as written seconded by Ray Bates and approved 4-0-1 (Rick Gray, Jr. abstained as he was not in attendance.)

Public Comment:

- a) Theresa said that she received a complaint regarding the Windsor School sign. State law says that the signs cannot change more than once every 20 minutes unless the municipality adopts an ordinance saying otherwise. DOT said that the sign is not in compliance. Bill Appel said that this should go before the Planning Board to investigate.

Public Works – Keith Hall:

- a) They were paving the 2" base on Windsor Neck Road today.
- b) Truck 4 is having issues lacking power and just shutting down. They will be taking it back to the garage.
- c) The shoulder machine on the new truck has been jamming and will have to be taken back and repaired.
- d) Shoulders have been done on the Vigue Road, Baker Road & Main Street.
- e) We received the bill for crack filling but to finish the Coopers Mills Road it will take an additional \$5,000. Theresa said that we will have to leave Coopers Mills Road as is till the bills come in and we can see where we are at.
- f) There was a complaint from Doyle Road about house getting dirty from the gravel. Keith and Tim put calcium down hoping that will take care of the problem.
- g) Theresa gave the BOS quotes on tree removals to be done around the town.

Transfer Station – Tim Coston:

- a) Walter Tillson gave his 2-week notice last Monday. **Ronnie Brann made a motion to approve Walt's resignation seconded by Dan Gordon and approved 5-0-0.** We have hired within with David Coons taking over Walter's job. There is also another person, Moe Fish who is willing to fill in some times.

- b) Theresa gave the BOS the Transfer Station Report which shows that we are down \$375.35 compared to last year at this time.
- c) Theresa said we need to update the Transfer Station Manual and she and Tim met with Ross from KVCOG to see how much it would cost to have them update this. Ross said he has done this before and it has cost towns between \$1,900-\$15,000 but with fewer meetings and dealing with Theresa directly it could cost around \$3,200. The BOS asked Theresa to look into this more to see if we could try and get a boiler plate from other towns and do it ourselves.
- d) Rick asked about when the paving will be done at the Transfer Station and Theresa said that the original date had been September 30, 2016. Both Keith and Theresa have left messages for Tim at State Paving to find out when they will be coming and have not heard back from him as yet.

Animal Control – Peter A. Nerber & Peter E. Nerber: None.

Consideration of Warrants #13 and #14:

Ray Bates made a motion to approve Warrants # 13 and # 14 seconded by Dan Gordon and approved 5-0-0.

Town Manager's Items:

- a) Theresa had a letter from Tax Assessors' Agent, Vern Ziegler regarding two abatements. **Chris Haiss made a motion at 7:23 to suspend as Board of Selectmen and to convene as Board of Assessors seconded by Dan Gordon and approved 5-0-0.** The first abatement is for Sandra Tibbets for an error in building in the amount of \$153.51 and the second abatement is for Axis Capital, Inc. for an assessed in error in the amount of \$279.40. **Ray Bates made a motion to approve the 2 abatements as written in Vern's Letter totaling \$432.91 seconded by Chris Haiss and approved 5-0-0. Chris Haiss made a motion to adjourn as Board of Assessors at 7:30 and to reconvene as Board of Selectman seconded by Rick Gray, Jr. and approved 5-0-0.**
- b) Theresa said we just approved an abatement for Axis Capital, Inc. because they are no longer there and is asking the BOS to write-off 2013, 2014, 2015 and 2016 Personal Property Taxes on this account #145 totaling \$1,293.57. **Ray Bates made a motion to approve the write-offs for a total of \$1,293.57 seconded by Chris Haiss and approved 5-0-0.**
- c) There is a cemetery conveyance to be approved for a 3-plot lot at Resthaven Cemetery for Clarence Brann. **Ray Bates made a motion to approve the cemetery conveyance of a 3-plot lot at Resthaven Cemetery to Clarence Brann seconded by Dan Gordon and approved 5-0-0. Ray Bates made a motion to approve BOS Chairman Rick Gray, Jr. to sign the Transfer Tax seconded by Chris Haiss and approved 4-0-1.**
- d) Theresa received the fire alarm testing report from Simplex Grinnell which shows that we are in compliance and no deficiencies.
- e) The Spirit of America Awards have been decided and the recipients will be contacted to come to a BOS Meeting to receive their awards.
- f) The Town lawyer sent a letter to the lady who owns the land that a trailer that the Town of Windsor now owns on Sept. 3rd and was told to contact the Town Manager but as yet Theresa has not heard from her. Chris Haiss volunteered to go with Theresa to post the trailer. The BOS would like a police officer to go with Theresa and Chris to post the trailer. There was also a suggestion that the power be turned off.
- g) KVCOG sent a letter to Theresa about how many services that they provide for the towns.
- h) There was much discussion regarding the Greeley Road Culvert.

Theresa told Debbie to go ahead and leave at 8:30 p.m. and Theresa took over the Record of Meeting for the rest of the meeting.

- i) Theresa has the NRPA (Permit by Rule) Application ready to be mailed. **Rick Gray, Jr. made a motion to have Theresa Haskell sign this NRPA (Permit by Rule) Application and to include the \$74.00 application fee with a manual check seconded by Ronald Brann and approved 5-0-0.**

- j) Theresa said she received the CD for the Adoption of the of the 2016 Kennebec County Hazard Mitigation Plan that will need to be approved by the BOS. Theresa said there are quite a few changes and she is asking Sean Goodwin to come to the next BOS meeting to discuss the changes.
- k) Theresa said we will need to void the check payable to the Treasurer of State, check #21585 because it should have been two separate checks for the Plumbing Permits. Theresa is asking for approval to void check #21585 and to re-issue the same amount in two checks. **Ray Bates made a motion to void check #21585 and to issue two checks in the correct amounts to the Treasurer, State of Maine in a separate warrant seconded by Ronald Brann and approved 5-0-0.**

Selectmen's Items: None.

Richard Gray, Jr. adjourned the meeting at 8:55 p.m.

These minutes were approved by the Board of Selectmen **with the addition of Town Manager, Theresa L. Haskell's signature for her portion of the record on November 1, 2016.**

The next Regular Board of Selectmen's Meeting on Tuesday, October 18, 2016 at 6:00 p.m. at the Town Hall.

Respectfully Submitted,

Respectfully Submitted,

Debbie French
Secretary to the Board of Selectmen

Theresa L. Haskell
Town Manager