



BOARD OF SELECTMEN RECORD OF MEETING
MAY 31, 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, Dan Gordon and Ronnie Brann.

Members absent: Jonathan Adams.

Public Attending: Tom Reed and Ron Simbari.

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

Ray Bates called the meeting to order at 6:01 p.m. with the Pledge of Allegiance.

Previous Meeting Records:

Dan Gordon made a motion to approve the Record of Meeting dated 5-17-16 as written seconded by Ronnie Brann and approved 4-0-0.

Public Comment: None

Public Works:

- a) Weeks Mills Road is done and they are working on the Reed Road.
- b) Keith is trying to get all of the cross culverts done so the roads will be ready for paving.
- c) We will be bidding out the Hunts Meadow Road culvert near the North Whitefield line.

Transfer Station:

- a) The gauges are in and Tim is very happy with them.

Animal Control: None.

Consideration of Warrants # 54 and # 55:

Rick Gray, Jr. made a motion to approve Warrants # 54 and # 55 seconded by Dan Gordon and approved 4-0-0.

Town Manager's Items:

- a) Paving Bids: State Paving can stay with the price they gave for the Transfer Station Project and the Town Office Project at the last meeting. Theresa would like to discuss some more roads to be done since these bids are the lowest they have been for a long time and probably won't be seen again. Theresa and the BOS went over the roads that might be able to be done. Much discussion.
- b) Hazard Communication Program – Revision: The BOS is good with this.
- c) Emergency Preparedness Written Program for the Town Office: **Ray Bates made a motion to approve the Emergency Preparedness Written Program for the Town Office seconded by Rick Gray, Jr. and approved 4-0-0.**

- d) Emergency Preparedness Written Program for Public Works & Transfer Station: After much discussion **Ronnie Brann made a motion to approve the Emergency Preparedness Written Program for Public Works and Transfer Station seconded by Dan Gordon and approved 4-0-0.**
- e) New Cemetery Rules: Joyce and Rick did an executive summary on the front page of the New Cemetery Rules and would like these rules to be posted on the webpage so Debbie will take care of this. Joyce would like to know who is responsible for levelling stones at the cemeteries and there was much discussion.
- f) Mark Newcombe's Welding Quote: Mark gave a quote to fabricate, prime, paint and install the stand, platform and mounting attachments for a roll-off container, related work, materials and labor in the amount of \$11,198.00 **Ronnie Brann made a motion to approve the quote of \$11,198.00 for the new roll-off container stand seconded by Rick Gray, Jr and approved 4-0-0.**
- g) **Ronnie Brann made a motion to have our lawyer take the steps to recover the \$7,488.44 down-payment (the first half) we paid to the previous vendor to produce a roll-off container stand as he did not do the work seconded by Rick Gray, Jr. and approved 4-0-0.**
- h) Theresa received notification that the grant has been approved for an ergonomic desk and chair for the Town Clerk as well as a cushioned mat and ergonomic footrest for the walk-in station.
- i) KVCOG Hazardous Waste Joint Purchase Info: Theresa received a letter from Kennebec Valley Council of Governments (KVCOG) regarding a joint purchase for Hazardous Waste Disposal which the BOS said they are not interested in joining at this time.

Selectmen's Items: None.

Chairman Ray Bates adjourned the meeting at 8:46 p.m.

These minutes were approved by the Board of Selectmen on **June 14, 2016.**

The next Regular Board of Selectmen's Meeting on Tuesday, June 14, 2016 at 6:00 p.m. at the Town Hall.

Respectfully Submitted,

Debbie French
Secretary to the Board of Selectmen