



BOARD OF SELECTMEN RECORD OF MEETING
NOVEMBER 27, 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: Richard Gray Jr., Ray Bates, William Appel Jr., Ronald Brann and Chris Haiss.

Public Attending: Thomas Reed.

Employees Attending: Theresa Haskell (*Town Manager*), Timothy Coston (*Transfer Station Manager*) and David Coons (*Transfer Station Attendant*).

Ray Bates called the meeting to order at 6:02 p.m. with the Pledge of Allegiance.

Previous Meeting Records:

Ronald Brann made a motion to approve the November 13, 2018 as presented, seconded by Chris Haiss and approved 5-0.

Public Works:

- a) Tim said Glidden Construction has been down working on cutting the wall for the Public Works Garage door. He had a question on when the wall is cut what do we put to hold the wall up. Ronald Brann said we can put some jacks for now.
- b) Tim said winter has started early and they have been out quite a few times. Everything is going o.k.

Transfer Station:

- a) The smell at the Transfer Station is still there.
- b) Theresa mentioned to Tim and David to have all the crew come in early when it snows so they can have the area cleaned up before customers arrive.
- c) Tim said he contacted DEP about what to do if we know we are getting marijuana stocks being brought into the Transfer Station and what they recommend we do. Mike Parker said we may need to talk with the DEA but if they are coming in within a bag then we can dispose of them as trash. We are the first Town to ask this question.
- d) Tim said they came and got the metal can today.
- e) Tim said they haven't got the refrigerators yet and hopes it will be next week. We are over the 50 units that we need without being charged an additional fee.
- f) The large scale was inspected last week. Theresa said she would like a copy of the inspection.

Animal Control Officer: None

Cemetery Sexton:

- a) Theresa said she talked with Jamie Carle (owner of J.C. Stone) and he is willing to donate two granite benches to be placed with the new Windsor Veterans Memorial monument. They will be granite 18" X 4' with 7" seat and legs.

Public Comment:

- a) Tom Reed said he has been sitting on the Veterans Committee and was wondering what about the discussion of a back 4' wall behind the new memorial and if this was going to happen. Theresa said this will need to be discussed within the Cemetery Veterans Committee and that we will need to get a quote and see how much this would cost and to figure out where the money will come from. Hopefully selling the pavers will help with the all of the additional costs of getting this memorial erected. This will need to be discussed in the future.

Consideration of Warrants # 23 and # 24: Rick Gray Jr. made a motion to approve Warrants # 23 and # 24 seconded by Ronald Brann and approved 5-0-0.

Town Manager's Items:

- a) Theresa Haskell said we will need to appoint Kelly McGlothlin as Registrar of Voters beginning January 1, 2019 for a two-year term. **Rick Gray Jr. made a motion to appoint Kelly McGlothlin as the Registrar of Voters beginning January 1, 2019 for a two-year term, seconded by Chris Haiss and approved 5-0-0.**
- b) Theresa said she noticed that a check wasn't written for the \$3,750.00 for the town's donation towards the Veterans Memorial and she is asking for approval to write a manual check for this. **Ronald Brann made a motion to approve a manual check in the amount of \$3,750.00 for the Town's donation portion of the Windsor Veterans Memorial Fund, seconded by Rick Gray Jr. and approved 5-0-0.**
- c) Theresa went over the computer quote that she received from Mike Dorr at Burgess Computer. There was some discussion regarding what to do about the Microsoft Office program. Do we go with buying this through Office 365 (monthly) or buy it one time? It was agreed to purchase this at a yearly rate per person (user) because of upgrades. The Board of Selectmen approved the quote as presented with having the Microsoft Office being purchased at a yearly rate per person (user).
- d) Theresa said we received a letter from the Department of Public Safety asking for us to have our equipment checked with RCM because of a radio interference that had happened. Theresa said RCM is looking into this.

Selectmen's Items: None

Ray Bates adjourned at 7:15 p.m.

These minutes were approved as read by the Board of Selectmen on **December 11, 2018.**

The next Regular Board of Selectmen's Meeting on Tuesday, December 11, 2018 at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

Theresa L. Haskell, Town Manager