



BOARD OF SELECTMEN RECORD OF MEETING  
**DECEMBER 27, 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, Chris Haiss and Dan Gordon. Ronnie Brann was absent.

**Public Attending:** Tom Reed, Tom McNaughton and Jerry Nault.

**Employees Attending:** Theresa Haskell (*Town Manager*). Debbie French, Tim Coston and Keith Hall were absent.

Richard Gray Jr. called the meeting to order at 6:00 p.m. with the Pledge of Allegiance.

**Previous Meeting Records:** To be tabled.

**Public Comment:**

- a) Jerry Nault reported that the Windsor School's Office Discipline Referrals (ODR's) have declined again. This is a good thing. He also said the "EM Power ME" results for the RSU #12 was very good for the Windsor School. These are looking good.

**Public Works:**

- a) Theresa said Keith wanted to mention that we have still been using a lot of salt because of the storms we have had.
- b) Theresa said Keith went to work and found one side of the gate broken off. He was able to cut the broken part off and place it back in the main frame. It is just shorter now but it is working.
- c) Theresa said Keith has said everything was going good but had to replace a hose on the 2007 International (truck # 4) during the storm.

**Transfer Station:**

- a) Tim said the coverage has been good.

**Animal Control Officer – Peter Nerber.** Nothing to report now.

**Consideration of Warrants # 28 and # 29:**

**Ray Bates made a motion to approve Warrants # 28 and # 29 seconded by Dan Gordon and approved 4-0-0.**

**Town Manager's Items:**

- a) Theresa handed out a letter from the Assessor's Agent, Vern Ziegler. **Chris Haiss made a motion to recess as Board of Selectmen and convene as Board of Assessor's at 6:17 p.m., seconded by Ray Bates and approved 4-0-0.** Theresa said this is a case of when a trailer was removed by the land owner and a lot renter has brought in a new trailer and it was overlooked. We are unsure if we ever received notification that the trailer was being moved onto this lot or not but we may want to add to our Building Permit Applications indicating who is the land owner and if this land owner is different than the one filling out the Building Permit Application. The landowner should also need to be aware and approve any improvements

that a lot renter wants to do on the landowner's property. **Ray Bates made a motion to approve the three Abatements for John and Larry Finley and Assess the three supplements to Jamie Condon as presented, seconded by Dan Gordon, and approved 4-0-0. Chris Haiss made a motion to adjourn as Board of Assessors and reconvene as Board of Selectmen at 6:29 p.m., seconded by Dan Gordon and approved 4-0-0.**

- b) Theresa handed out three Junkyard Renewal Permits to approve for Allen & Sue Rogers, Millard Nickerson III and Stanley Pelletier. **Ray Bates made a motion to approve the three Junkyard Renewal Permits as presented, seconded by Chris Haiss, and approved 4-0-0.**
- c) Theresa said she would like to the Board of Selectmen to consider approving a Town of Windsor Mail Box Policy that she has written. Theresa said we have always said we don't fix mail boxes when they are damaged by winter road maintenance and said this would give something for us in writing to be able to hand out to the residents when something like this happens. She also suggests that we also hand this out with any with new driveway entrance permits applications. Theresa said she has asked Keith or Tim to measure the wing. In this document, it indicates the wing size is 39". Tim said the wing size is 42". Ray suggested we change the wing dimension from 39" to 42". **Ray Bates made a motion to approve the Town of Windsor's Mail Box Policy with the change of the wing size from 39" to 42" seconded by Chris Haiss and approved 3-1-0.** Dan Gordon opposed.

**Selectmen's Items:** None.

**Rick Gray declared this meeting adjourned at 7:09 p.m.**

These minutes were approved as written by the Board of Selectmen on **January 10, 2017.**

**The next Regular Board of Selectmen's Meeting on Tuesday, January 10, 2017 at 6:00 p.m. at the Windsor Town Hall.**

Respectfully Submitted,

Theresa L. Haskell  
Town Manager