



MINUTES OF THE BOARD OF SELECTMEN'S MEETING
APRIL 8, 2014
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., Dan Gordon, Ronnie Brann and Ray Bates. Jonathan Adams was absent.

Public Attending: Tom Reed

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

Rick Gray, Jr. made a motion to approve the Minutes dated 3-25-14 as written seconded by Ronnie Brann and approved 4-0-0.

Public Comment: None.

Public Works:

- a) Keith said we are in pretty good shape with salt and sand.
- b) Keith "Dig Safed" Reed and Wingood Road today. So will probably have Marvin grade them as soon as they dry.
- c) Streams and brooks look good.
- d) Keith said the hired truck driver worked out very well this year. Ray asked about the mailboxes that he knocked down. Theresa said that McGee has been notified twice now and she is hoping that he will take care of it.
- e) Keith said that before he puts the trucks and sanders away he wants them ready for next season.
- f) Keith is hoping that by the first of May he will be able to pull all the posted roads.
- g) Keith is planning on getting some more patching done.
- h) BOS will be putting bids out for sand and will have them due back by May 6th. Debbie will put a legal ad in the paper for this Friday and Saturday.

Transfer Station:

- a) Tim said it is pretty quiet right now.
- b) Theresa told the BOS that there was a television left on the doorstep of the Transfer Station Office that will have to go on the report as unpaid.
- c) Theresa had the figures for the month of March which showed we are down by \$817.46 from last year at this time.

Consideration of Payment Warrants # 44 and # 45:

Ronnie Brann made a motion to approve warrants # 44, and # 45 seconded by Rick Gray, Jr. and approved 4-0-0.

Old Business: None.

New Business: None.

Town Manager's Items:

- a) Tim would like to go to the Annual Maine Recycling & Solid Waste Classes in Rockport at a cost of \$260.00 for April 28th and 29th. He went one day last year and got a lot of information and the BOS agreed that it would be beneficial to send him again this year.
- b) Angela needs Certificates of Appointments for Democratic and Republican Ballot Clerks which will be good for 2-yrs. Theresa read all the names that Angela had given her and **Ronnie Brann made a motion to approve all the documented names for Ballot Clerks for the 2-year period seconded by Dan Gordon and approved 4-0-0.**
- c) Theresa read the statute regarding Public Hearings for Junkyard Permits which stated that it is at the discretion of local officials to hold Public Hearings on Junkyard Permit Renewals or not. The BOS agreed not to hold Public Hearings unless there are complaints regarding a certain junkyard. **Ronnie Brann made a motion to approve a Junkyard Permit for Millard Nickerson seconded by Rick Gray, Jr and approved 4-0-0.** Each selectman stated that they were signing of their own free will.
- d) Theresa said that Bob Thomas from MMA is coming in on Thursday, to go over all training documents and written programs to make sure that we are in compliance.
- e) Theresa would like to do training tomorrow with all the employees on the following: Town of Windsor Hazard Communication Program which includes a 23-minute video on the Global Harmonized System; Town of Windsor Policy Statement Against Harassment, and the Town of Windsor's Bloodborne Pathogens Program with the BOS approval. **Ray Bates made a motion to approve this training to be led by Theresa seconded by Ronnie Brann and approved 4-0-0.**
- f) Theresa noted that we also need to change the Building Use Policy to put the current Town Clerk's phone number on it. **Ronnie Brann made a motion to change the Building Use Policy by removing Sarah Cunningham's name and telephone number and replacing it with the current Town Clerk's (Angela Hinds) name and telephone number seconded by Rick Gray, Jr. and approved 4-0-0.** Each selectman said that they were signing of their own free will.
- g) Theresa told the BOS that the Hazard Communication Program/Global Harmonization/MSDS is being changed to SDS so the Town of Windsor must also change the MSDS to SDS. **Ray Bates made a motion to approve the Hazard Communication Program seconded by Ronnie Brann and approved 4-0-0.**

Selectmen's Items:

- a) Rick got a complaint on the Reed Road and Theresa said that she did also. Keith has put up "Muddy Road" signs at each end of the road. This is the time of year when it is very muddy and only local traffic should be using the road.

Chairman Ray Bates adjourned the meeting at 7:29 p.m.

These minutes were approved by the Board of Selectmen on **April 22, 2014 as written.**

There will be a Budget Committee Meeting on April 15, 2014 at 6:00 p.m. at the Town Hall.

The next Regular Board of Selectmen's Meeting will be on April 23, 2014 at 6:00 p.m. at the Town Hall.

Respectfully Submitted,

Debbie French
Secretary to the Board of Selectmen