



MINUTES OF BOARD OF SELECTMEN'S MEETING
JUNE 30, 2015
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: Ray Bates, Richard Gray, Jr., Dan Gordon, and Ronnie Brann. Jonathan Adams was absent.

Members Absent: Debbie French, Secretary of the Board of Selectmen.

Public Attending: Tom Reed, Cheryl Pratt, Carol Chavarie, Ray Chavarie, Cory Nutting, Tim Willett, Joe Bradbury, Tom Squiers, Bonnie Squiers, Jamie Ward, Jeff Frankel, Dennis Strout, Kevin Ready, Trevor Strout, Theresa Cook and Bruce Verfaillie.

Employees Attending: Theresa L. Haskell (*Town Manager*), Keith Hall (*Road Supervisor*) and Tim Coston (*Transfer Station Supervisor*).

Ray Bates called the meeting to order at 6:00 p.m. with the Pledge of Allegiance.

Previous Meeting Minutes:

Rick Gray made a motion to approve the Minutes dated 6-2-15, 6-16-15 and 6-25-15 with the change on the 6-25-15 to be marked as Special Board of Selectmen's Meeting seconded by Dan Gordon and approved 4-0-0.

Paving Bids:

The Lane Construction Corporation - \$479,419.50
Pike Industries Inc. - \$506,966.28
All States Asphalt Inc. - \$501,567.35
Wellman Paving Inc. - \$501,919.75
State Paving Inc. - \$499,728.47

Ronald Brann made a motion to approve The Lane Construction Corporation in the amount of \$479,419.50, seconded by Rick Gray and approved 4-0-0.

Public Comment:

- a) Bruce Verfaillie said he would like to know about the excess noise at the gravel pit for the paving plant. He would like to know the hours of operation and wanted to discuss last Friday's hours which were very early in the morning and went late into the evening. He asked about the heavy odor that Todd Sawyer had indicated that the height of the stack would be changed and wanted to know if this was done. He hasn't smelled any odor this year but wanted to make sure this was done. Jamie Ward from All State Asphalt indicated that they have changed over to a propane

burner and that a 10' piece would be added to the stack very soon. Jamie said they typically don't work past 7:00 p.m. – 8:00 p.m. at night and that the trucks start out at 6:00 a.m. They would need to start the plant somewhere between 4:30 a.m. – 5:00 a.m. to make this happen. It takes the generator about 10 minutes to start with a half of an hour to warm up. Bruce said this is not a suitable time frame. Jamie asked, "What is the best time for everyone? ". Jamie also mentioned he changed the backup alarm from a beeper to a buzzer. Jamie also indicated he would look into a barrier between the plant and Bruce Varfaillie and Theresa Cook's houses. Ronnie asked Bruce and Theresa what they feel the best hours of operation would be. Theresa Cook indicated not before 7:00 a.m. and be done before 5:00 p.m. or 5:30 p.m. Bruce said not after 6:00 p.m. Everyone agreed to trucks not leaving before 7:00 a.m. (this would mean the beginning time to start up would be around 6:00 a.m.) and be done by 6:00 p.m.

Public Works:

- a) Keith said the Lamson Road pipe has been changed.
- b) Ronnie asked Keith to have him or someone go around and clear around all signs.
- c) Theresa said she talked with Androscoggin Bank and they believe we could get a better interest rate instead of Kennebec Savings Bank. Theresa will look into this and send out Request for Proposals which would include Camden National Bank.
- d) Tom Reed asked Keith about the stock pile of gravel he had put at the Cemetery. Keith said it is extra gravel in case anyone needs it to fix a grave or to be used during a burial. Tom said they will need access to get behind this pile and Keith said he will push it up.

Transfer Station:

- a) Tim said he has been cleaning up around the Transfer Station and that he has had the metal can shipped out. Tim also said the lights are working great in the Recycling Building.
- b) There will be a Transfer Station Committee Meeting on July 13, 2015 at 6:30 p.m.

Consideration of Payables Warrants #55:

Dan Gordon made a motion to approve Warrants #50 and #51 seconded by Ronald Brann and approved 3-0-1. Rick Gray abstained.

Town Manager Items:

- a) Windsor Rescue - Theresa said we will need to have a 25% down payment for the new Rescue and will need to have a Certified Check. **Ronald Brann made a motion to have Theresa Haskell get a 25% down certified check in the amount of \$22,635.00 made payable to 1st Priority Emergency Vehicles and mail it out to them, seconded by Dan Gordon and approved 4-0-0.**
- b) **Rick Gray made a motion to approve the write-off amount of Personal Property Account #79, Holt Company of Texas in the amount of \$1,009.37 and Personal Property Account #82, Sunbelt Tractor and Equipment Company in the amount of \$3,339.42 for a total write-off amount of \$4,348.79, seconded by Dan Gordon and approved 4-0-0.**
- c) **Windsor Volunteer Fire Department Truck** – Dennis Strout brought in a new proposal for a new fire truck. This is a 2015 E-One Freightliner Truck, 2 man cab rescue pumper with a new price of \$335,000.00. The Fire Department is looking to use \$40,000.00 from the Reserve Fund and then borrow \$295,000.00. Ray Bates said he was thinking they should use \$50,000.00 from the

Reserve Fund. **Ronnie Brann made a motion to approve \$35,000.00 taken from the Town of Windsor's Undesignated Fund Balance and to take \$50,000.00 from the Windsor Volunteer Fire Department Capital Reserve Fund and to borrow \$250,000.00 for a seven (7) year term, seconded by Dan Gordon and approved 4-0-0.**

Arthur Strout said he would like to have a vote sooner rather than later. He was thinking September 15th, 2015. Rick said we would probably get a poor turnout and he feels that at the November election it would be better. Ray Bates asked how much would it cost for a special election. Theresa said approximately \$600.00 - \$800.00. Theresa said we would need to have the Board of Selectmen vote on the wording of the article and then have a Special Budget Committee Meeting and then have them vote. We would then need to have a Public Hearing before the actual vote. Everyone was in agreement to have the vote on November 3, 2015 and to possibly hold a Special Budget Committee Meeting on July 21, 2015 at 6:00 p.m. with a Public Hearing sometime in the middle of October. Everyone is in agreement that we need a Class "A" Pumper.

- d) **Ray Bates made a motion to appoint Bonnie Squiers as a Cemetery Committee Member, seconded by Ronnie Brann and approved 4-0-0.**
- e) Theresa Haskell said Dwight Tibbetts would like to hold a special event for Frank Seigars and all volunteers for the Town of Windsor on July 28, 2015 at 6:00 p.m. Theresa said we should think about moving the Board of Selectmen's meeting to begin at 7:00 p.m. that night so the Board of Selectmen can attend.
- f) **Ray Bates made a motion to appoint Kevin Ready as the Assistant Emergency Management Manager, seconded by Dan Gordon and approved 4-0-0.**
- g) **Ray Bates made a motion to appoint Arthur Strout as the Emergency Management Manager, seconded by Ronnie Brann and approved 4-0-0.**
- h) **Ray Bates made a motion to appoint Carolyn Perry as a Planning Board Member, seconded by Dan Gordon and approved 4-0-0.**
- i) Theresa Haskell said she has received two applications for the Cemetery Sexton position and will be having them both come in for an interview.
- j) **Ray Bates made a motion to have the Town Manager sign the Transco Service Contract, seconded by Ronald Brann and approved 4-0-0.**
- k) Theresa Haskell said the Planning Board has a new Subdivision Application and Theresa gave a copy to the Board of Selectmen.
- l) **Ray Bates made a motion to have the Town Manager sign the Burgess Contract, seconded by Ronnie Brann and approved 4-0-0.**
- m) Theresa said that she has an invitation for the Board of Selectmen and their significant other to the Windsor Fair Association supper on July 15th, 2015 at 5:30 p.m.
- n) **Ronald Brann made a motion to carry forward over the \$112,647.50 for Major Road Construction from the 2014/2015 fiscal year to the 2015/2016 fiscal year, seconded by Ray Bates and approved 4-0-0.**
- o) **Rick Gray made a motion to carry over \$8,000.00 from monies received by L. E. Meyers for the road damage done by their company to fix the Tyler Road, seconded by Ronald Brann and approved 4-0-0.**

- p) **Ray Bates made a motion to carry over \$7,237.52 for Windsor Days, seconded by Ronnie Brann and approved 3-0-1.** Dan Gordon abstained because he is on the Windsor Days Committee.
- q) **Ray Bates made a motion to carry over \$3,305.34 for the Reed Trust, seconded by Rick Gray and approved 3-0-1.** Ronnie Brann abstained because he is on the Reed Trust.
- r) Theresa said per Article 12 – Cost Center Adjustments we will need to do the following;
MMA/RMS – **Ronnie Brann made a motion to move from Administration (411) \$217.12 to MMA/RMS (490), seconded by Ray Bates and approved 4-0-0.**
Utilities – **Ronnie Brann made a motion to move from Administration (411) \$32.04 to Utilities (424), seconded by Ray Bates and approved 4-0-0.**
Public Works – **Rick Gray made a motion to move from Administration (411) \$15,358.04 to Public Works (431), seconded by Ronnie Brann and approved 4-0-0.**
Public Works Garage – **Ronnie Brann made a motion to move from Administration (411) \$290.23 to Public Works Garage (432), seconded by Dan Gordon and approved 4-0-0.**
Capital Expenditures and Long Term Debt – **Ray Bates made a motion to move from Administration (411) \$2,703.65 to Capital Expenditures and Long Term Debt (447), seconded by Ronnie Brann and approved 4-0-0.**
MMA/RMS – **Ronnie Brann made a motion to move from Administration (411) \$161.40 to MMA/RMS (490), seconded by Ray Bates and approved 4-0-0.**

Selectmen's Items:

- a) Dan Gordon asked about the Reed Road resident that has garbage everywhere. Theresa said that Arthur Strout has been there to visit and they will need to clean this up.
- b) Rick Gray asked about the resident that has garbage on Route 32. Theresa said that Arthur has already been there to visit them and they will need to clean it up.

Chairman Ray Bates adjourned the meeting at 8:44 p.m.

These minutes were approved as written by the Board of Selectmen on **7-28-15.**

There is a Special Board of Selectmen's Meeting scheduled on Wednesday, July 1, 2015 at 5:30 p.m.

The next Regular Board of Selectmen Meeting on Tuesday, July 14, 2015 at 6:00 p.m. at the Town Hall.

Respectfully Submitted,

Theresa L. Haskell
Town Manager