



BOARD OF SELECTMEN RECORD OF MEETING
AUGUST 9, 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: Ray Bates, Dan Gordon, Ronnie Brann and Chris Haiss.

Members absent: Richard Gray, Jr.

Public Attending: Tom Reed, Andrew Goode & Marvin Clark.

Employees Attending: Theresa Haskell (*Town Manager*), Tim Coston (*Transfer Station Supervisor*), Joyce Perry (*Cemetery Sexton*), Vern Ziegler, (*Tax Assessors' Agent*) and Debbie French (*Secretary to the BOS*).

Ray Bates called the meeting to order at 6:03 p.m. with the Pledge of Allegiance.

Previous Meeting Records:

Dan Gordon made a motion to approve the Draft Record of Meeting from July 26, 2016 seconded by Ronnie Brann and approved 4-0-0.

Public Comment:

- a) Assessor's Agent – Vern Ziegler - Theresa said she had talked with Vern and the auditor regarding the Personal Property account for Sunbelt Tractor & Equipment Co. in 2000. Vern said this is something that is uncollectable because they did take pictures of the equipment but never got the actual Serial Numbers of the pieces of equipment back then and didn't file a lien on the equipment. This also was a Supplemental Tax and was never part of the original Tax Commitment and she thinks the auditor's recommendation is a wise one. The auditor said that over ten years ago this account was written off by the prior Board of Selectmen and that this is not showing in our financial records but is still showing on the Trio computer system. The auditor recommends the Board of Selectmen vote to relieve the Tax Collector of this obligation at this time and to have corrected in the Trio computer system with it not affecting the cash or general ledger accounts. **Ronnie Brann made a motion after hearing the Auditor's and Assessor's Agent input to relieve the Tax Collector's obligation to collect the 2000 Personal Property tax assessed to Sunbelt Tractor and Equipment Company with a current amount of \$24,035.00 plus interest which is not showing in our financial records or audit as it was written off by the Auditor and prior Board of Selectmen over ten years ago, seconded by Chris Haiss and approved 4-0-0.** Theresa asked the Board to re-look at the previous motion that was done on July 12, 2016 regarding the Write Off/Abatement amount of \$8,126.94 to be used towards the Personal Property Account #82 for Sunbelt Tractor & Equipment Company. **Ronnie Brann made a motion to amend the previous motion on July 12, 2016 of \$8,126.94 to pay down the Personal Property Account #82 for Sunbelt Tractor & Equipment and use it towards other Personal Property Accounts that are deemed uncollected, seconded by Dan Gordon and approved 4-0-0.** Theresa went over a list of Personal Property Accounts that she feels are uncollectable. **Ronnie Brann made a motion to write off the Personal Properties as follows: #28 Windward Petroleum Inc. \$862.46 for 2006, 2007 & 2008, #54 Delta Video \$856.61 for 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010 & 2011, #119 Resurrection \$3,106.73 for 2008, 2009, 2010, 2011, 2012, 2013, 2014 & 2015, #75 Sheehan Pipeline Construction Co.**

\$84.26 for Supplemental 2008, #130 Pentech Funding LLC \$362.10 for 2012 and part of #144 RC & Sons Paving \$2,854.78 for 2013, seconded by Dan Gordon and approved 4-0-0.

- b) **Chris Haiss made a motion to suspend as BOS and to convene as BOA at 6:24 seconded by Ronnie Brann and approved 4-0-0.** Vern received an abatement application for the tax year 2017 for the property located at 348 Augusta/Rockland located filed by Live More LLC. Vern said we haven't committed the 2017 Taxes yet so this request should not be considered at this time. The Board asked Vern to send a letter to them indicating that the 2017 Taxes have not been committed yet and therefore the abatement request can't be considered. **Ronnie Brann made a motion to follow Vern's recommendation, seconded by Chris Haiss and approved 4-0-0.** Vern said he will write up a letter on August 22, 2016 when he is back in Windsor.
- c) Vern updated the Board of Assessors regarding the accounts on the Tree Growth that are still being updated. The ones that received a penalty for not having their Tree Growth Plans renewed are in the process at this time and he will keep the Board of Assessors updated if they don't follow through.
- d) Vern received the Central Maine Power declaration and they are still showing Maxcy's Mills Substation as functional with a very low declaration on the new Coopers Mills Substation. Vern said they are not even up with what has happened and he is recommending we value it at 100% of what it was last year with no depreciation. Vern also said he would recommend we do the same on the Maine Electric Power Company. The Board of Selectmen agreed to keep the value to both of them the same as last year. **Chris Haiss made a motion to adjourn as the BOA and to reconvene as the BOS at 6:50 seconded by Dan Gordon and approved 4-0-0.**
- e) Greeley Road Culvert Grant/Atlantic Salmon: Andrew Goode from Atlantic Salmon Group gave a presentation regarding the Head Tide Dam and Coopers Mills Dam and all crossings which involve the Atlantic Salmon and the alewives. They are proposing to do a full scope of work and if engineering study (Wright Pierce) is approved they would come in with 2 (two) options with preliminary designs, then would go through the permitting process, then the final engineering design. Andrew said that they would help with the grants and applications for us and the BOS would have to sign. There was much discussion and Ronnie asked to see actual facts and Andrew said he would get that to him. Andrew said that they don't need this project but they are willing to work on it. Andrew said that if this is something that we would want to do next year then we would have to get moving on it soon. They are also building a dry hydrant over by the log yard on Route 17. Ronnie said that he believes the Atlantic Salmon Federation had stopped the project on the Greeley's Landing project for the boat launch area at Savade Pond. Theresa said she has received information from Richard Parker from Inland Fisheries and Wildlife and he indicated that the project is scheduled to resume construction on September 6, 2016 and will have the remainder of the project completed prior to October 1, 2016. There was much discussion regarding if we truly need this very large open bottom culvert on the Greeley Road or can we just have it sleeved to take care of the decaying culvert. Marvin Clark said this would be the most cost effective way for the Town and he would recommend we just sleeve the culvert. Theresa said we could contact DEP to see if this is something we should consider instead of having the open bottom culvert that is suggested by the Atlantic Salmon Federation. Chris said that we should proceed like we would with any other culvert.
- f) Tom Reed said that he saw that the electronic sign has been installed at the Windsor School and he said it is very hard to read. Theresa said that she asked to see the actual details of the sign so we can determine what kind of sign we would like to install at the Town Office. Tom thinks that our sign should be bigger than that one so it will be easier to read.
- g) Joyce Perry, Cemetery Sexton, received a phone call saying that someone stole one of the caller's corner markers. Joyce said it had actually sunk in the ground and the caller said she would like the Town to correct this. The BOS determined that we are not responsible for fixing this and if the caller would like to come in and discuss this with the Board of Selectmen to have them come to the next meeting. Joyce said she would relay the message.

Public Works:

- a) Tim said Keith is on vacation this week but Marvin would like to work tomorrow on the Reed Road doing ditching and he believes he will have enough workers. The Board said for him to go ahead with this as long as he has enough workers to work.
- b) Theresa gave an update on the Major Road Construction. The Jones Road, Weeks Mills Road and Wingood Road are complete with paving and shoulders. The Shuman Road is complete with paving and is almost done on the shoulder work. We will still need to do a cut out at the guardrail where the paving seems to have sunk in. The Hunts Meadow Road and Melany Road have been paved except at Tim Hudson's driveway which will need to be done by hand and we still need to do the shoulders. The paving company will be coming back the middle of September to reclaim and then overlay after that the first week of October. They have a completion date of November 1st, 2016. Theresa said the first bill we received was more than what was contracted and she told them she would pay what the contract price is.
- c) Theresa said the Hunts Meadow Road Culvert replacement estimated cost was about \$15,000.00 which is less than what was expected.
- d) Ronnie said he would like the Public Works crew to take care of the weeds at the guardrails around town. Tim said these so called "weeds" by the bridges is actually poison ivy.

Transfer Station:

- a) The Transfer Station Monthly Report shows that we are down by \$279.65 from last year.
- b) Tim had a complaint of rubbish and a chair located on the Reed Road and he went and picked it up.
- c) As soon as we have rain Tim needs to burn the woodpile.
- d) Ray asked how the new help is doing at the Transfer Station and Tim said they are doing well.

Animal Control: Nothing.

Consideration of Warrants #5 and #6: Dan Gordon made a motion to approve Warrants # 5 and # 6 seconded by Chris Haiss and approved 4-0-0.

Town Manager's Items:

- a) Notice of Public Hearing & Letters Approval: Theresa had written up the Public Hearing for Winter Road Closing of a portion of the Reed Road for 5 years to be on Tuesday, September 13, 2016 at the Windsor Town Hall, 523, Ridge Road, Windsor, Maine 04363 at 6:00 p.m. **Dan Gordon made a motion to approve the notice of Public Hearing seconded by Chris Haiss and approved 4-0-0.** The BOS decided that the letters will be sent by regular mail and not certified to everyone located on the Reed Road.
- b) Theresa suggested we open a Money Market Account for the Rescue Reserve to stay consistent with other Reserve Accounts. **Ray Bates made a motion to approve opening a Rescue Reserve Money Market Account with the amount that is in the Reserve at this time (\$5,021.40), seconded by Ronnie Brann and approved 4-0-0.**
- c) Chris Haiss looked at the computer quotes that Theresa has received and he said there isn't much difference between the two and he would recommend we stick with what we have because we haven't had any issues. We are currently using Dell computers.
- d) Theresa said we still own a trailer on the Barton Road (which is on someone else's property) and that it is still under the Town's insurance and she would like to know what the Board would like to do about this. In the past the lawyer said the Board can try to sell this without evicting the occupants and leave the eviction process to the buyer or we could file a complaint in District Court seeking a writ of possession. Chris suggested telling the renters (if any) that they no longer need to pay rent and to send a letter to the land owner. Theresa said she will contact MMA Legal to see what they recommend we do and what the steps would be.
- e) Theresa shared a comical complaint that was received in the office.
- f) MMA Convention is in Bangor this year – Theresa would like to send the office staff to the Wednesday classes on October 5, 2016 and that she would like to attend both days (Wednesday & Thursday, October 5th and 6th),

Ray Bates made a motion to approve Theresa to attend both days of the MMA Convention and the office staff on Wednesday seconded by Chris Haiss and approved 4-0-0.

- g) Theresa said that the Town septic system will be pumped out tomorrow.
- h) Theresa and Chris had met previously regarding the Town Hall's front porch renovation which was approved by the voters in June. They suggested we have Lapointe Lumber come out to do specs and give us a design on the front porch.
- i) Theresa said we received the results of the speed limit trailer that was set across from the Town Office on Route 32 from Aaron Hayden. It was shown that the pace speed range was 35 to 44 with the 85th percentile speed of 42.47. We had a maximum speed of 90 mph and a minimum speed of 5 mph.
- j) Theresa has received the Draft June 30, 2016 Audit and the Town is looking very good financially. She will reveal the complete results when we receive the Final Audit.

Selectmen's Items: None

Ray Bates adjourned the meeting at 9:17 p.m.

These minutes were approved by the Board of Selectmen on **August 23, 2014.**

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

Respectfully Submitted,

Debbie French
Secretary to the Board of Selectmen