



BOARD OF SELECTMEN RECORD OF MEETING
JANUARY 23, 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., Ronald Brann, Dan Gordon and Ray Bates. Chris Haiss was absent.

Public Attending: Thomas Reed, Kristan Preo and James Lee.

Employees Attending: Theresa Haskell (*Town Manager*), Joyce Perry (Cemetery Sexton) and Arthur Strout (Code Enforcement Officer). Keith Hall and Timothy Coston were absent.

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

Previous Meeting Records:

Ray Bates made a motion to approve the January 9, 2018 minutes as printed, seconded by Dan Gordon and approved 4-0-0.

Public Works: None

Transfer Station: None

Animal Control Officer: None.

Cemetery Sexton:

Joyce Perry had handed out four quotes from Pine Tree Fence for fencing at Resthaven Cemetery. She currently has \$7,715.00 remaining in her Maintenance line and is looking to see which quotes the Board would like to do. **Ray Bates made a motion to approve the \$975.00 quote for a section by the Connex building and a \$2,695.00 quote for the Route 32 main entrance, seconded by Dan Gordon and approved 3-1-0.** Rick Gray said he believed the old materials is a better quality than the new materials and it would probably last longer. He also believed the Route 32 entrance isn't in that bad of shape.

Public Comment:

- a.) Kristan Preo and James Lee was in asking about the trailer that the Town owns on her grandmother's property. She is interested in purchasing this and would like to be able to put a bid on this. Her grandmother has passed away and she is hoping to be able to also get the house and land that this trailer is on. She said she would demolish this trailer because of the shape it is in. The Board of Selectmen decided to put this trailer out for bid and will be in touch with Kristan and the family members and also put an ad out for the Tax Acquired Property. Kristin also asked if she was able to purchase this trailer if the Fire Department would be willing to use this as a training and burn the trailer. Arthur said he would not burn the trailer. Much discussion.

Consideration of Warrants # 31 and # 32: Ray Bates made a motion to approve Warrants # 31 and # 32 seconded by Ronald Brann and approved 4-0-0.

Town Manager's Items:

- a) Theresa said we will need to do a couple Certificate of Appointments. **Ray Bates made a motion to appoint Kelly F. McGlothlin as the Moses Registration Agent as of January 26, 2018, seconded by Dan Gordon and approved 4-0-0.**
- b) **Ray Bates made a motion to appoint Kelly F. McGlothlin as the Moses Licensing Agent as of January 26, 2018, seconded by Dan Gordon and approved 4-0-0.**
- c) **Ray Bates made a motion to appoint Kelly F. McGlothlin as Registrar of Voters as of January 26, 2018, seconded by Dan Gordon and approved 4-0-0.**
- d) **Ray Bates made a motion to appoint Kelly F. McGlothlin as the Municipal BMV Agent as of January 26, 2018 and have Richard Gray and Theresa Haskell sign the form, seconded by Dan Gordon and approved 3-0-1.** Rick Gray abstained because he will be the one signing.
- e) Theresa said we received the 2017 Snowmobile Refund and was wondering what the Board of Selectmen would like to do with it. **Ronald Brann made a motion to give 75% (\$809.30) to the WJW Snowmobile Club and the remaining 25% (\$269.76) to be divided equally to the Windsor Boy Scout Troop #609, Windsor Brownie Troop and Windsor Youth Association of \$89.92 each, seconded by Ray Bates and approved 3-0-1.** Rick Gray abstained because he is a Boy Scout leader.
- f) Theresa said we will need to vote to take Angela Hinds off the Kennebec Savings accounts and add Kelly F. McGlothlin. **Ray Bates made a motion to authorize Theresa Haskell, Treasurer to sign the documents through Kennebec Savings Bank as needed to make this change on the following documents; Business Internet Banking Services Master Agreement, Corporate Authorization Resolution, Account Agreement Form and Application for Remote Deposit Capture forms as of January 26, 2018, seconded by Dan Gordon and approved 4-0-0.**
- g) Rick Gray wrote up a support letter for the Clean Energy – Massachusetts for the Board's approval. **Ray Bates made a motion to approve the Clean Energy Connect support letter, seconded by Ronald Brann and approved 4-0-0.**
- h) Theresa handed out the 2017/2018 six-month budget figures. We are currently at 54.9% out of a 50% budget. If we used 50% of the Major Road Construction monies and not the 90.46% that was spent then we would be at 43.17% which is under the 50% for six months. Theresa also said we are up 5.87% in revenues at this time.
- i) Theresa received a complaint about a mail box that has been hit three times this winter. This is on the hired route area. Within the hired route contract, it indicates that they are responsible for replacing mail boxes that are damaged. Theresa said she will contact the resident and get a receipt and send the bill to McGee Construction.
- j) Theresa received a letter from Harris Local Government indicating an upgrade in our Trio Web program for our computers and the cost of this would be \$2,649.95. This is over and above the original annual maintenance which is increasing 20% in the 2018/2019 budget year.
- k) Theresa asked if the Board received the information from the Windsor Volunteer Fire Department and they said they did.
- l) Theresa asked the Board to go into executive session to discuss a personnel matters. **Ray Bates made a motion to go into executive session pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters at 8:58 p.m. and to include the Town Manager, seconded by Dan Gordon and approves 4-0-0.** The Board of Selectmen came out of executive session at 9:43 p.m.

Selectmen's Items: None

Rick Gray adjourned at 9:43 p.m.

These minutes were approved by the Board of Selectmen on February 6, 2018.

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

There is a Special Board of Selectmen's Meeting on Tuesday, February 13th, 2018 at 6:00 p.m. regarding the 2018/2019 Budget at the Windsor Town Hall.

Respectfully Submitted,

Theresa L. Haskell
Town Manager