



BOARD OF SELECTMEN RECORD OF MEETING
June 27, 2017
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, Ronald Brann, Chris Haiss, and Dan Gordon.

Public Attending: Pam Soule, Ellie Soule, Michael Soule, Thomas Reed, Pamela Gordon, Emma Hutchinson, Kimberly Hutchinson, Lilly Hutchinson, Olivia Hutchinson, Richard Hutchinson III, Richard Hutchinson II, Judy Hutchinson, Tammy Colfer, and Tim Colfer.

Employees Attending: Theresa Haskell (*Town Manager*), Keith Hall (*Road Supervisor*), Tim Coston (*Transfer Station Manager*), Joyce Perry (*Cemetery Sexton*), and Angela Hinds (*Town Clerk*).

Richard Gray Jr. called the meeting to order at 6:13 p.m.

Rick started the meeting by presenting two Spirit of America Awards. Richard Hutchinson II, and Daniel Gordon were the recipients. There will be a third award presented at the next meeting.

Previous Meeting Records:

Ray Bates made a motion to approve the minutes dated May 30, 2017 and June 16, 2017, seconded by Chris Haiss and approved 4-0-1. Dan Gordon abstained due to not being at the meetings. Ray Bates made a motion to approve the minutes dated June 13, 2017, seconded by Chris Haiss and approved 5-0-0.

Public Works:

- a) Keith said that the trees are all cut, including one additional tree on the Weeks Mills Road because it was in danger of falling. The brush will be cleaned up Wednesday, with the chipper.
- b) Keith said that the new pavement at the Town Office and Transfer Station seems to be doing well with drainage; everything seems to be going where it should.
- c) Theresa asked for a recommended fair price to charge Bob Spears, (from Spears Farms in Nobleboro) for the damage that was done to the Jones Road pavement. There was some discussion.
Ray Bates made a motion to charge Bob Spears \$225.00 for damage done to the Jones Road, seconded by Chris Haiss and approved 5-0-0.
- d) Keith said that the backhoe needs new pads because of the new pavement down at the Transfer Station. He received a quote of \$515.00 for two one inch thick pads. He asked which account to charge them to, Transfer Station or Public Works. It was decided to charge the pads to Transfer Station since it is there 90% of the time.
- e) Keith said he was asked by Arthur to move the Town of Windsor sign/flower bed off of Carolyn Colby's lawn to Nat Colby's property. It will require the backhoe to move it, and there are trees growing through it. Keith was told to be sure to speak with Nat Colby, mark out where it will be going, and cut the trees to see if it will be able to move without breaking apart.

Transfer Station:

a) Tim said that he looked into renting a scissor lift to paint the Transfer Station beams and the flagpole at Oak Hill Cemetery. The cost was \$125 plus transportation to rent for the day from Augusta Tool Rental, and they would also have to attend a training to learn how to use it. Ronnie said that an aerial lift may work better, and be safer because there are outriggers, and it is easier to maneuver. We would also be able to move that ourselves. Ray said that while we have it we could also finish painting the top of the garage at the Town Hall. Tim will look into getting prices.

Cemetery Sexton:

- a) Joyce had a Cemetery Lot Conveyance Deed for a three plot lot to Roger and Sarah Cunningham of Windsor, at Resthaven South Lot #78B. **Ray Bates made a motion to approve the sale of the lots, seconded by Chris Haiss, and approved 5-0-0.**
- b) Joyce said that the Cemetery Committee is working on a rule change to add something for private cemeteries on private land to have fencing, and to let the sexton know if someone dies.
- c) Joyce has received a complaint from Pat Moody that the people caring for the grave beside her parents are covering her parent’s stones with dirt, and this has been happening for two years in a row. Joyce will be putting one of her laminated signs on the site, to have them contact her.
- d) Joyce said that she had asked Ronnie to look into getting sleeves for the front posts at Resthaven Cemetery.
- e) Theresa said that Angela found an old set of cemetery rules in the vault, and if there are new rules, be sure that the Town Clerk receives a copy for the vault to keep it updated.

Public Comment:

a) Valerie St. Amand-Casey. Valerie did not show for the meeting.

Consideration of Warrants # 55, #56 and # 57: Ray Bates made a motion to approve Warrants # 55, # 56, and # 57 seconded by Dan Gordon and approved 4-0-1. Ronald Brann abstained because he had a check in the warrant for Ron’s Electric.

Town Manager’s Items:

a) Theresa said that there is \$6,241.49 left in the Abatements/Write-Off’s account. Recommendation of the Tax Collector, Theresa Haskell:

Axis Capital	Account PP51	\$1,351.02
RC & Sons	Account PP144	\$3,662.23
David Choate	Account PP51	<u>\$1,228.24</u> (part of 2003 taxes)
		\$6,241.49

Chris Haiss made a motion to accept the Tax Collector’s recommendations as printed above, in the total amount of \$6,241.49 seconded by Ray Bates, and approved 5-0-0.

- b) Certificate of Appointments for the 2017-2018 Fiscal Year.
 - **Ray Bates made a motion to appoint John Deeds as Board or Appeals Member, 3-year term, seconded by Dan Gordon and approved 5-0-0.**
 - **Ronnie Brann made a motion to appoint Kristin Gustafson as Board of Appeals Member, 3-year term seconded by Ray Bates, and approved 5-0-0.**
 - **Ray Bates made a motion to appoint Theresa L. Haskell as Emergency Management Manager, 1-year term, seconded by Dan Gordon and approved 5-0-0.**
 - **Ray Bates made a motion to appoint Arthur Strout as Emergency Management Manager, 1-year term, seconded by Chris Haiss, and approved 5-0-0.**
 - **Chris Haiss made a motion to appoint Theresa L. Haskell as General Assistance Manager, seconded by Ray Bates, and approved 5-0-0.**

- **Ray Bates made a motion to appoint Christa Johnson as Windsor Educational Foundation and Reed Trust Fund Member, 3-year term, seconded by Dan Gordon and approved 5-0-0.**
 - **Ray Bates made a motion to appoint Ronald Brann as Windsor Educational Foundation and Reed Trust Fund Member, 3-year term, seconded by Chris Haiss and approved 4-0-1. Ronald Brann abstained.**
 - **Ray Bates made a motion to appoint Theresa L. Haskell as Tax Collector, 1-year term, seconded by Chris Haiss, and approved 4-0-1. Ronald Brann abstained for personal reasons.**
 - **Ray Bates made a motion to appoint Theresa L. Haskell as Treasurer, 1-year term, seconded by Chris Haiss and approved 4-0-1. Ronald Brann abstained for personal reasons.**
- c) Theresa spoke with the Lincoln County Sherriff's Department about an Animal Control Officer; they cannot take on the Town of Windsor, due to us being in Kennebec County. Theresa said she is going to run another ad in the Kennebec Journal for Friday, Saturday, and Sunday June 30-July 2, 2017. The deadline for applications will be July 21, 2017.

Selectmen's Items:

- a) Vote in BOS Chairperson. Chris Haiss, received one vote, Ray Bates received one vote, and Rick Gray received 3 votes. Rick Gray accepted.
- b) Sarah Cunningham, the former Town Clerk's funeral will be on Thursday, June 29, 2017 at 11:00a.m. **Ray Bates made a motion to close the Town Office, and Public Works Thursday, June 29, 2017 so that employees may pay their respects in honor of her dedication to the Town, seconded by Dan Gordon, and approved 5-0-0.**
- c) There was a moment of silence in remembrance of Sarah A. Cunningham.
- d) Ray Bates asked about the dog bite incident on the Erskine Road. Angela said that she gave the District Attorney's Office all the information, and that they are handling the case now.
- e) Ray asked why the front porch is still not done. Theresa has been in touch with Warren Joslyn Jr., he said that the siding is taking longer than he thought, because of trying to match it to the building. Theresa said that in the future, the Town may want to include a penalty clause with contracts from this point forward, to get work done on time.
- f) Rick said that he received an invitation for all of the Selectmen and a guest to attend the Windsor Fair Association's Dinner on Wednesday, July 12, 2017 at 5:30p.m.

Rick Gray, Jr. declared this meeting adjourned at 8:21 p.m.

These minutes were approved by the Board of Selectmen on **July 11, 2017.**

The next Regular Board of Selectmen's Meeting will be on Tuesday, July 11, 2017 at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

Angela Hinds
Town Clerk