



BOARD OF SELECTMEN RECORD OF MEETING
MAY 26, 2020
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. During COVID-19 (Coronavirus) “An Order to Protect Public Health” Gatherings of more than 10 people are prohibited throughout the State. Under the emergency legislation (LD2167) enacted March 17th, a board may meet “remotely”, by telephonic, video, electronic or similar means, provided (1) each board member can at least hear and speak to each other, (2) members of the public can at least hear the proceedings, and (3) all voters are taken by roll call vote. (See Town of Windsor’s website on “How to attend a Public Meeting”).

Members Present: Richard H. Gray, Jr., Ray Bates, William Appel, Jr., and Ronald F. Brann. Andrew Ballantyne was on by telephone at 6:00 p.m. and then arrived 7:25 p.m.

Public Attending: Tom Reed.

Employees Attending: Theresa L. Haskell (*Town Manager*) and Timothy Coston (*Transfer Station Manager*) arrived at 6:24 p.m. Joyce Perry (*Cemetery Sexton*) and Keith Hall (*Road Supervisor*) attended by phone.

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

Previous Meeting Minutes: **William Appel made a motion to approve the April 28, 2020 and May 12, 2020 minutes as presented, seconded by Ronald F. Brann, and approved 5-0-0.** (Andrew Ballantyne was voice vote approval by phone.)

Public Works – Keith Hall:

- a) Theresa called Keith and he said we need a lot of tree work done. If we have someone come in it will cost \$1,000.00 a mile to do. He is suggesting the following roads: Choate Road, Sampson Road and Wingood Road (near the Erskine Road).
- b) Rick asked Keith about a 12” in diameter tree broken 5’ off the ground leaning towards Route 32 on the left-hand side past Coburn Hill, White Cape with dormers heading towards China that looks to be very dangerous. Keith said he will have the State look at it since it is a state road.
- c) Keith had Billy from DOT take pictures of the Choate Road bridge concern. Rick said he saw the West Side of the Choate Road bridge driving lane as you are entering the bridge banking dropped down causing a gap under the asphalt pavement of 3-5” in height and deep enough where a car’s tire could drop suddenly if the asphalt gave way.

Transfer Station – Timothy Coston –

- a) Theresa and Tim had set up three interviews for the Transfer Station attendant with one as a “no show”
- b) Tim said he will be painting the hopper that was fixed recently.
- c) Tim said if he does any more roadside clean up, do we still want to him bring the brush to the Transfer Station to be chipped. The Board said “yes”.

Animal Control Officer – Kim Bolduc-Bartlett: Nothing

Cemetery Sexton – Joyce Perry:

- a.) Joyce said the cemeteries look good.
- b.) There is still a tree on the outside of the fence that is dead and is hoping the Public Works Department will take care of it.
- c.) Joyce said she would like to thank Rick Gray Jr. for putting out the flags and the new flower boxes.
- d.) Joyce said she would like to thank the Public Work for taking care of the 9-10 shrubs at the Resthaven Cemetery.
- e.) Joyce said she would like to thank Tom Reed for helping at the cemetery regarding a lot.
- f.) She had a full burial last Friday and one will be this Friday. There will be two cremations, one on June 11th and one on June 26th.
- g.) Joyce said she received a text saying that Resthaven cemetery looks nice and was approached by two other people while at the cemetery saying the same thing.
- h.) Joyce said the cemetery rules are now up on the boards at the cemetery and the letters A-L are also installed.
- i.) Joyce said she received a call from the Turf Doctor to start the maintenance.
- j.) Joyce said the “ticks” are out in full force.
- k.) Joyce said we are down to one digger at the cemeteries. There were two burials last week and we had three Funeral Home Directors looking for one of our diggers and they were able to reach them.

Public Comment:

- a) Arthur said we are still waiting to see what is happening with the Augusta/Rockland Road property that needs to be cleaned up. Theresa said Keith was contacted by John Deeds regarding the property next to the Fire Department about the water flow that is going onto his property towards his house. Arthur said he will call Steve McGee and see if he can give him an idea of how this can be re-directed and what the cost will be.
- b) Tom Reed said that Neil Farrington put real flowers up at the flagpole area for Memorial Day and he took them home to water them.

Consideration of Warrants # 48 and # 49: Richard Gray Jr. made a motion to approve Warrants # 48 and # 49 seconded by Ronald F. Brann and approved 5-0-0.

Town Manager’s Items:

- a) Theresa Haskell said she has the Ratio Declaration & Reimbursement Application that will need to be signed by the Board of Assessor’s. **Andrew Ballantyne made a motion to suspend as Board of Selectmen and convene as Board of Assessor’s at 8:18 p.m., seconded by Ronald F. Brann and approved 5-0-0.** Theresa said he had 643 Homestead Exemptions and the Certified Ratio is 100% with the mil rate at 12.7 mils. **Ronald F. Brann made a motion to approve and sign the Ratio Declaration & Reimbursement Application that has been presented, seconded by William Appel Jr., and approved 5-0-0.** **Andrew Ballantyne made a motion to adjourn as Board of Assessors and reconvene as Board of Selectmen at 8:20 p.m., seconded by William Appel Jr. and approved 5-0-0.**

Selectmen’s Items:

- a) **Ray Bates made a motion to go into Executive Session pursuant to 1 MRSA § 405 (6) (A) at 8:47 p.m. to discuss a personnel matter to include the Town Manager, Theresa Haskell, seconded by Ronald F. Brann and approved 5-0-0.** The Board of Selectmen came out of executive session at 8:58 p.m.

Ray Bates adjourned the Board of Selectmen Meeting at 8:58 p.m.

These minutes were approved by the Board of Selectmen on **June 9, 2020.**

The next Regular Board of Selectmen's Meeting is Tuesday, June 9, 2020 at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

Theresa L. Haskell
Town Manager