



BOARD OF SELECTMEN RECORD OF MEETING
JUNE 23, 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” we are now able to increase the amount of attendance as of June 1, 2020 from 10 to 50 people per the restrictions set forth in Executive Order 14 §I(A). 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., Andrew Ballantyne and Ronald F. Brann.

Public Attending: Tom Reed.

Employees Attending: Theresa L. Haskell (*Town Manager*), Timothy Coston (*Transfer Station Manager*), Joyce Perry (*Cemetery Sexton*), Keith Hall (*Road Supervisor*) and Kyoko Roderick (*Selectmen Secretary*) arrived at 7:10 p.m.

Ray Bates called the meeting to order at 6:05 p.m. with the Pledge of Allegiance.

Previous Meeting Minutes: **William Appel made a motion to approve the June 9, 2020 with the question of crack sealing or seal coating (to correct as needed), seconded by Andrew Ballantyne, and approved 5-0-0.**

Public Works – Keith Hall:

- a) Keith said he has been cutting brush and had taken some time for vacation.
- b) Keith said Truck #4 has had some major repairs (\$2,324.58) with the master cylinder and new bushings.
- c) We received a complaint on the Greeley Road regarding a rotted tree on the back-side but it is 25’ off the center line. It would cost around \$2,500.00 to knock it down. The tree is a danger. Keith asked if we should do this or not where it is 25’ off the center line. The Board said it is not within our right-of-way.
- d) Keith said the Choate Road Bridge had a tree that undermined the road with its roots and he patched it.

Transfer Station – Timothy Coston:

- a) Tim said he received a phone call today that they will be here to pick up the TV’s on Thursday.
- b) Tim said the recycling is open now on Saturdays.
- c) Theresa asked about the upcoming July 4th holiday. Saturday is the actual holiday and the Transfer Station will be closed. Friday the Town Office is closed because of the Saturday holiday and Theresa said she feels the Transfer Station employees should be paid overtime on Friday. **William Appel Jr. made a motion to pay the Transfer Station employees overtime for working on Friday, July 3, 2020 with also being paid Saturday for the holiday, seconded by Andrew Ballantyne and approved 5-0-0.**

Animal Control Officer – Kim Bolduc-Bartlett: Nothing

Cemetery Sexton – Joyce Perry:

- a.) Joyce said there will be a cremation burial on Friday.
- b.) Joyce asked about the Town buying back a cemetery lot that is owned by Dana and Debra Barnett plus Vincent Lord for \$400.00 with deducting \$20.00 for recording fees. This was originally deeded to all three. The Board of Selectmen said this will need to be signed by all three parties and the check will also be in all three names for \$380.00.
- c.) Joyce said the flags are lowered because of a Legislature member that passed.
- d.) Joyce has been working on cleaning stones and said it is a slow process. She has done 10 stones and it has taken over 11 hours to do.
- e.) Joyce has a request from Carol Novak regarding her 95 year-old mother (Gladys Pierce) that passed and has been cremated on placing her in the North Windsor cemetery next to her husband (Charles Pierce). Joyce said she has looked at the lot and there is room. **William Appel Jr. made a motion to have Gladys Pierce placed next to her husband Charles Pierce in the North Windsor Cemetery, seconded by Andrew Ballantyne and approved 5-0-0.**
- f.) Joyce received a request from a Town employee that doesn't live in Windsor to purchase a three plot lot in Resthaven Cemetery next to her sister for the resident's price. **Andrew Ballantyne made a motion to allow Natalia Turner to purchase a three plot lot in Resthaven Cemetery for the resident's price, seconded by Richard H. Gray Jr. and approved 4-0-1.** (Ronald Brann abstained.)

Public Comment: None

Consideration of Warrants #52, #53, #54 and #55: Ronald F. Brann made a motion to approve Warrants #52, #53, #54 and #55 seconded by Andrew Ballantyne and approved 5-0-0.

Town Manager's Items:

- a) Theresa Haskell said she has the following appointments:
 - Bonnie Squiers – Windsor Educational Foundation and Reed Fund Member.
 - Elizabeth Harriman – Cemetery Committee Members.
 - John Deeds – Appeals Board Member.
 - Kim Bolduc-Bartlett – Animal Control Officer.
 - Arthur Strout – Building Inspector.
 - Arthur Strout – Emergency Management Manager.
 - Kelly McGlothlin – BMV Municipal Agent.
 - Kelly McGlothlin – Moses Licensing Agent.
 - Kelly McGlothlin – Moses Registration Agent.
 - Theresa L. Haskell – Local Health Officer.
 - Theresa L. Haskell – General Assistance Manager
 - Theresa L. Haskell – Emergency Management Manager.**Richard H. Gray Jr. made a motion to approve the above listed appointments seconded by Andrew Ballantyne and approved 5-0-0.**
Ray Bates made a motion to appoint Ronald F. Brann as a Windsor Educational Foundation and Reed Fund Member, seconded by Richard H. Gray Jr. and approved 4-0-1. Ronald F. Brann abstained.
- b) Theresa handed out the RSU #12 Warrant. **Andrew Ballantyne made a motion to approve the RSU #12 Warrant as presented, seconded by William Appel Jr. and approved 5-0-0.**
- c) Theresa said the Town Report is at the printers and the post cards will be mailed out on Friday and we will have 250 actual Town Reports.

- d) Theresa said we currently have \$5,966.62 remaining in the year end Abatements and Write-Offs line. Theresa is recommending the following Personal Property Accounts;

David Choate, Inc. - #51 - \$1,304.80

2017 - \$105.94 2018 - \$615.75 2019 - \$583.11

Dewey R. Baker (Avery K. & Lisa B. Glidden)- #9 - \$1,986.24

2016 - \$12.14 2017 - \$1,012.09 2018 - \$962.01

Dishnet Satellite Broadband - #147 - \$1.50

2018 - \$1.50

Kevin Tillson - #135 - \$109.56

2019 - \$57.03 2020 - \$52.53

Andrew Ballantyne made a motion to Write-Off the Personal Property Accounts of David Choate, Inc. #51 for \$1,304.80, Dewey R. Baker (Avery K. & Lisa B. Glidden) #9 for \$1,986.24, Dishnet Satellite Broadband #147 for \$1.50 and Kevin Tillson #135 for \$109.56 as listed above for a total amount of \$3,402.10, seconded by Richard H. Gray Jr. and approved 5-0-0.

- e) Theresa is asking to move forward \$315.00 from the Firefighters Reimbursement line of 2019/2020 to 2020/2021 line because of a missing W-4 on a firefighter which wasn't able to be done on the current year end warrant. **Ronald F. Brann made a motion to carry forward \$315.00 from the Firefighters Reimbursement line from the 2019/2020 to the 2020/2021 line to be paid in a warrant in the 2020/2021 cycle, seconded by William Appel Jr. and approved 5-0-0.**
- f) Theresa received the FY 2021 Kennebec County Tax in the amount of \$314,637.44 which is an increase of \$28,511.39 from last year.

Selectmen's Items: None

Ray Bates adjourned the Board of Selectmen Meeting at 8:46 p.m.

These minutes were approved by the Board of Selectmen on July 21, 2020.

The next Regular Board of Selectmen's Meeting is Tuesday, July 7, 2020 at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

Theresa L. Haskell
Town Manager