



BOARD OF SELECTMEN RECORD OF MEETING
JUNE 9, 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.

Members Present: Richard H. Gray, Jr., Ray Bates, Ronald F. Brann arriving at 6:07 p.m., William Appel, Jr. and Andrew Ballantyne.

Members Absent: None.

Public Attending: Tom Reed.

Employees Attending: Theresa L. Haskell (*Town Manager*), Keith Hall (*Road Supervisor*), Timothy Coston arriving at 6:08 p.m. (*Transfer Station Manager*), Joyce Perry (*Cemetery Sexton*), and Kyoko Roderick (*Selectmen Secretary*).

Ray Bates called the meeting to order at 6:04 p.m. with the Pledge of Allegiance.

Previous Meeting Minutes: **Richard H. Gray, Jr. made a motion to approve the May 18, 2020 Special BOS minutes and May 26, 2020 minutes as read seconded by Andrew Ballantyne and approved 4-0-0.**

Public Works – Keith Hall:

- a) Truck #4 is at HP Fairfield being looked at because the plow does not turn. He thinks it is worn out and needs new bushings. He is waiting for an estimate on the repairs. He also stated that the pump, hoses and fittings have been replaced.
- b) Keith said it is nice having the new garage within the sand and salt shed because it helps to keep things stored and protected.
- c) Two front tires which cost \$368.00 each have been replaced on the backhoe.
- d) Ditching needs to be done on the Wingood Road from Erskine Road to Coopers Mills Road.
- e) Richard H. Gray, Jr. said at the end of the guardrail on Choate Road there is a hole that looks washed out. Keith said he will look and see if it is something that he can fill and hot top.
- f) Theresa received an email saying there will be crack sealing done on Route 105 in the next few weeks.
- g) Keith asked if Ronnie has looked at the quote for the new truck and if the Town is going forward with it. He is still reviewing the quote and Theresa stated it is on the warrant for approval.
- h) Theresa and Keith will be attending a class on Monday, June 15 to learn how to program the speed sign that Windsor will be getting. This will be portable and can be located on different roads throughout the Town of Windsor.
- i) Keith cleaned out the culvert on Hunts Meadow Road which was causing a pond and overflow to the road. He removed a big mass of roots and moss that built up in the culvert.

Transfer Station – Timothy Coston:

- a) The monthly report was not ready at the time of the meeting due to a calculation error that needed to be fixed. A metal reimbursement was received and will be in this month's report. Another one will be coming soon.
- b) A Transfer Station attendant has been hired and will start on Wednesday, June 10, 2020. Tim will work the next few Saturdays to train the new attendant. Theresa asked that the re-opening of the recycling on Saturdays hold off until fully staffed.

- c) Theresa received a letter of resignation from David Coons stating that his last day would be Saturday, June 20, 2020. **Ronald F. Brann made a motion to accept David Coons letter of resignation effective Saturday, June 20, 2020 seconded by Richard H. Gray, Jr. and approved 5-0-0.**
- d) Ronnie raised a question regarding the calibration of the scale. He wanted to know how long it takes to do the calibration. Tim stated that the last time they were there it took all day. They are also paid for transit time.

Animal Control Officer – Kim Bolduc-Bartlett: Nothing.

Cemetery Sexton – Joyce Perry:

- a) Joyce said she has a cremation on Thursday, June 11, 2020 and a cremation and full burial on Friday, June 12, 2020.
- b) Joyce said the Turf Doctor has been to Resthaven Cemetery.
- c) Joyce passed around a picture of the light at Oakhill Cemetery that is melting and flashing continuously. She said she it would cost \$625.00 to replace it. Ronnie asked the question if the LED light has a built-in fan for cooling. There was discussion on shutting the power off to the light, but it is believed that its on the same line as the church.
- d) There was discussion on a Cemetery Lot Conveyance at Rest Haven Lot #49 A-F. **Ronald F. Brann made a motion to approve the Cemetery Lot Conveyance for Lot #49 A-F, seconded by William Appel, Jr. and approved 5-0-0.**
- e) Joyce said Pauline Bickford has passed and the family is asking to have her buried with her husband as a subdivided lot, and to also subdivide another lot within their lots purchased. **Ronald F. Brann made a motion to subdivide Lot I-12 at Rest Haven twice, seconded by Andrew Ballantyne and approved 5-0-0.**
- f) Joyce has received a request from Debra and Dana Barnett to sell plots H13 and H14 that was gifted to them back to the Town. Theresa said she would need to see the receipt for the amount purchased. Since it was originally purchased by Vincent Lord, he too would have to confirm he is aware of the request in which the check would be made to all 3. **William Appel, Jr made a motion to buy back the plots H13 and H14, to whom is on the deed, seconded by Andrew Ballantyne and approved 5-0-0.**
- g) Joyce has removed sod and cleaned some of the Veterans stones.

Public Comment: Nothing.

Consideration of Warrants #50 and #51: Ronald F. Brann made a motion to approve Warrants #50 and #51, seconded by Andrew Ballantyne and approved 5-0-0.

Town Manager’s Items:

- a) With the doors opening back up to the public on Monday, June 8, 2020 it has been decided that all expired registrations be due by June 30, 2020. **Ray Bates made a motion that expired registrations are due by June 30th, seconded by Andrew Ballantyne and approved 4-1-0, with Ronald F. Brann opposing.**
- b) On June 3rd, a new proclamation came out from the Governor regarding the attendance of voting and Town Meetings. No more than 50 people aloud in attendance. Theresa requested that voting and the Town Meeting be held at Windsor School. **Andrew Ballantyne made a motion to move voting and Town Meeting to Windsor School, seconded by Richard H. Gray, Jr. and approved 5-0-0.**
- c) Theresa discussed the flow process of the office now that we have opened back up to the public. There are signs showing where to stand and wait if more than 2 people are in the office and also the direction to enter and exit.
- d) Theresa gave the Town Meeting Warrant to the Board of Selectmen to review. **Richard H. Gray, Jr. made a motion to approve the 2020/2021 Warrant, seconded by Andrew Ballantyne and approved 5-0-0.**
- e) There was discussion on whether the office should close or not on voting day July 14. Since voting will take place at the school it was decided that staff may be needed to go back and forth between the Town Office and school during that time. **William Appel, Jr. made a motion to close the Town Office on voting day, July 14, 2020 seconded by Ronald F. Brann and approved 5-0-0.**
- f) Theresa briefly discussed the issues the Town Office is having with the internet. After long discussions with Burgess IT and Spectrum it has been determined that the Town Office is running at a very slow internet speed

and needs to upgrade the current package to accommodate what is needed to run our systems. Spectrum Business Internet and 2 voice lines at \$220.00 plus taxes and fees is the suggested solution.

- g) Heather Storlazzi from TRC would like to have an informational meeting on June 30 at 5:30 p.m. to discuss the solar project with the Town. Rick and Ronnie both expressed interest in attending. Rick reviewed the Towns CMP bills and stated that the Town pays \$.07 per kilowatt compared to the RSU contract of \$.12 for the solar project. The question was raised of why would the Town want to pay more?
- h) The Secretary of the State office is providing protection barriers during Town elections. Theresa is requesting 4 of the barriers for the Town.
- i) Bureau Parks received an application from CMP to place an additional line next to the power line on Horseneck Lane underground. They asked if there are any comments that they be submitted by June 14th. The Board of Selectmen had no comments to submit.
- j) There was discussion on who the Town Report should be dedicated to and what they wanted to see on the front cover.

Selectmen's Items: There was discussion on the Transfer Station applications and attendant position. After much discussion, the Board of Selectmen of the Town of Windsor have chosen not to entertain the employment of family.

Ray Bates adjourned the Board of Selectmen Meeting at 9:38 p.m.

These minutes were approved by the Board of Selectmen on June 23, 2020.

The next Regular Board of Selectmen's Meeting on Tuesday, June 23, 2020 at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

Kyoko Roderick
Board of Selectmen Secretary