



BOARD OF SELECTMEN RECORD OF MEETING  
AUGUST 18, 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, Ronald F. Brann (arrived at 6:25 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 (*Transfer Station Manager*), Kyoko Roderick (*Selectmen Secretary*), and Vern Ziegler (*Assessor's Agent*).

William Appel, Jr. called the meeting to order at 6:00 p.m. with the Pledge of Allegiance.

Previous Meeting Minutes: **Ray Bates made a motion to approve the August 4<sup>th</sup> and August 11<sup>th</sup> minutes as read, seconded by Andrew Ballantyne and approved 3-0-1, with Richard H. Gray, Jr. abstaining since he was not in attendance.**

**Public Works – Keith Hall:**

- a) Hawksley Tree Care worked for 3 days cutting trees on the Erskine Road. Keith said they would need 1 more day to finish since there were quite a few big and rotted trees that needed cutting.
- b) Keith is hoping to get the electronic speed sign put up next week.
- c) Paving will be done at the end of the month to fix the area on Maxcys Mills Road.

**Transfer Station – Timothy Coston:**

- a) Tim thanked both Ray and Andrew for coming out on Saturday to help at the Transfer Station.
- b) Tim said another metal can will be sent out this week.
- c) Tim met with Augusta Metal Roofing and got a quote for \$5,100.00 to do Strip and Strap on the Transfer Station Office roof. A quote was also obtained from Mitchell Roofing of \$5,430.00. **Ray Bates made a motion to accept the quote of \$5,100.00 from Augusta Metal Roofing seconded by Andrew Ballantyne and approved 5-0-0.**

**Assessor's Agent – Vern Ziegler:** **Andrew Ballantyne made a motion to suspend as Board of Selectmen and convene as Board of Assessors at 6:27 p.m. seconded by Ray Bates and approved 5-0-0.** Vern presented to the Board of Assessors the tax assessment calculations for the 2020-2021 tax year.

**Andrew Ballantyne moved to approve a 12.8 mil rate for the 2020-2021 tax year and to sign the Assessors Certification of Assessment, 2020-2021 Municipal Tax Assessment Warrant, Certificate of Commitment, and Certificate of Assessment to be Returned to Municipal Treasurer seconded by Ray Bates and approved 5-0-0. Andrew Ballantyne made a motion to adjourn the Board of Assessors at 7:00 p.m. and re-convene as Board of Selectmen seconded by Ray Bates and approved 5-0-0.**

**Animal Control Officer – Kim Bolduc-Bartlett:** Nothing new.

**Cemetery Sexton – Joyce Perry:** Nothing new.

**Public Comment:** None

**Consideration of Warrants #7 and #8: Ray Bates made a motion to approve Warrants #7 and #8 seconded by Andrew Ballantyne and approved 5-0-0.**

**Town Manager's Items:**

- a) MMA came and performed their yearly inspection and reported one uncontrolled hazard found. There is crumbling and cracking in the foundation on the corner of the Town Office Garage. Theresa will look into getting this fixed.
- b) Katie Vickers from Kennebec Savings emailed Theresa and would like to come in and discuss the Repurchase Agreement with the Board again. There was much discussion and the Board has decided to hold off for the time being.
- c) When Keel Hood (Town Auditor) was here and going through the books he noticed that only the principle on the Forestry Truck had been billed and paid for. Kennebec Savings only billed out the principal amount and not principal and interest so a remaining \$2,625.00 has been left in this account. Keel Hood is recommending we carry over this \$2,625.00 and apply it to principal on the Forestry Truck loan and contact Kennebec Savings bank to correct the remaining payments. **Ray Bates made a motion to carry over the \$2,625.00 in interest for the Forestry Truck to this year's budget and to pay it on principal for the Forestry Truck loan seconded by Ronald F. Brann and approved 5-0-0.** Theresa will contact Kennebec Savings and confirm remaining balance.

**Selectmen's Items:** Nothing new.

**William Appel, Jr. adjourned the Board of Selectmen's Meeting at 8:14 p.m.**

These minutes were approved by the Board of Selectmen on Tuesday, September 1, 2020

**The next Regular Board of Selectmen's Meeting will be Tuesday, September 1, 2020 at 6:00 p.m. at the Windsor Town Hall.**

Respectfully Submitted,

Kyoko Roderick  
Board of Selectmen Secretary