



BOARD OF SELECTMEN RECORD OF MEETING
SEPTEMBER 15, 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: Ray Bates, Ronald F. Brann, William Appel, Jr., and Andrew Ballantyne.

Members Absent: Richard H. Gray, Jr.

Public Attending: Tom Reed, Scott Pierz (CRLA President), and Ron Breton (China, S.B.).

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

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 September 1, 2020 minutes as read seconded by Ronald F. Brann and approved 4-0-0.**

Public Works – Keith Hall: Paving on Barton Road is complete. The driveways and shoulders should be done by Thursday. They will get back to Choate Road and Wingood Road next week. The center of the roads will need to be marked before they are lined.

Transfer Station – Timothy Coston:

- a) Mark Newcombe Welding fixed the hinges but noticed a crack in the safety rail which he could not fix at this time. He will come back to fix it when he has his welder.
- b) Maine Resource Recovery is coming Wednesday to drain the freon from the refrigerators.
- c) We received 2 metal reimbursement checks for the month from Grimm Industries totaling \$1,132.40.
- d) Atlantic Recycling is going to come service the compactor. 2019 was the last time it had been serviced.
- e) There was discussion on the roofing project for the Transfer Station building. **Ronald F. Brann made a motion to accept Mitchell’s Roofing bid of \$5,430.00 for the roof at the Transfer Station building if it can be done this year seconded by Ray Bates and approved 4-0-0.**

Animal Control Officer – Kim Bolduc-Bartlett: Kim will be on vacation for 2 weeks in October and will advise who she will have as her back-up.

Cemetery Sexton – Joyce Perry:

- a) There is a Cemetery Lot Conveyance to approve for Jeffrey and Katherine Tardiff. **Ray Bates made a motion to accept the Cemetery Lot Conveyance at RHS #77A for Jeffrey and Katherine Tardiff seconded by Ronald F. Brann and approved 4-0-0.**
- b) Joyce said there are 3 cremation burials coming up.

- c) All the stones in RHS and RHN have been documented except for the one that had to be taken back to the shop to fix.
- d) The light on the flagpole at the monument burnt out again so the flag will come down on Wednesday until the light can be repaired or replaced. Ronald F. Brann will talk to Dylan Coutts about possibly digging a hole for a pole with electricity for the light.

Public Comment: Scott Pierz (CRLA President) and Ron Breton (China, S.B.) were present to discuss what the China Regional Lake Alliance is all about and to ask for the Town of Windsor to consider donating to the CRLA. It was mentioned that the Town of Windsor had donated in the past but then stopped some time back and was wondering why. Theresa informed them that the Town has not received a request since 2008/2009. This was during the time in which she became the new Town Manager. She said she accepts requests from any outside agencies requesting donations by the end of December, before the budget process begins.

Consideration of Warrants #11 and #12: Ray Bates made a motion to approve Warrants #11 and #12 seconded by Andrew Ballantyne and approved 4-0-0.

Town Manager's Items:

- a) A Public Hearing is needed to adopt the local General Assistance Ordinance and yearly Appendices. **Ray Bates made a motion to have a Public Hearing to adopt the MMA Model Ordinance GA Appendices (A-H) at the Board of Selectmen Meeting on September 29, 2020 at 6:00 p.m. seconded by Ronald F. Brann and approved 4-0-0.**
- b) November 3rd is voting day and Theresa is asking for volunteers to move voting equipment and materials from the office to the school before and after voting. William Appel, Jr. and Ray Bates volunteered for Monday set up and along with Ronald F. Brann to help on Tuesday to bring stuff back to the office.
- c) The Town has received a donation for the white edge lines on Weeks Mills Road and Tyler Road.
- d) There was discussion on the Tree Farm Renewal. **Ray Bates made a motion to take \$500.00 from the Tree Removal account for the Tree Farm Renewal and to see if it needs to be harvested seconded by Ronald F. Brann and approved 3-0-0.**

Assessor's Agent--Ray Bates made a motion to suspend as Board of Selectmen and convene as Board of Assessor's at 8:20 p.m. seconded by Ronald F. Brann and approved 3-0-0.

- a) The 2020 Municipal Valuation Return was reviewed. **Ronald F. Brann made a motion to sign the 2020 Municipal Valuation Return seconded by Ray Bates and approved 3-0-0.**
- b) There were 3 Tax Abatements presented for fiscal year 2021, 2020, and 2019.

2021 (July 1, 2020-June 30, 2021) RE: 1318	Barbara Belanger	\$546.56
	RE: 1033 Marshall Swan	\$165.12
2020 (July 1, 2019-June 30, 2021) RE: 1033	Marshall Swan	\$166.41
2019 (July 1, 2018-June 30, 2019) RE: 1033	Marshall Swan	\$48.64

Ray Bates made a motion to accept the Tax Abatements for 2021 to Barbara Belanger for \$546.56 and Marshall Swan for \$165.12, for 2020 to Marshall Swan for \$166.41 and for 2019 to Marshall Swan for \$48.64 seconded by Ronald F. Brann and approved 3-0-0.

- c) There were 3 Supplemental Tax presented for fiscal year 2021, 2020, and 2019.

2021 (July 1, 2020-June 30, 2021) RE: 1848	Sonia Bartlett	\$165.12
2020 (July 1, 2019-June 30, 2020) RE: 1848	Sonia Bartlett	\$166.41
2019 (July 1, 2018-June 30, 2019) RE: 1848	Sonia Bartlett	\$48.64

Ray Bates made a motion to accept the Supplemental Tax for 2021 to Sonia Bartlett for \$165.12, for 2020 to Sonia Bartlett for \$166.41, and for 2019 to Sonia Bartlett for \$48.64 seconded by Ronald F. Brann and approved 3-0-0.

Ray Bates made a motion to adjourn as Board of Assessor's and reconvene as Board of Selectmen at 8:28 p.m., seconded by Ronald F. Brann and approved 3-0-0.

Selectmen's Items: Contract agreement from Vern Ziegler was reviewed. **Ray Bates made a motion to accept the contract from Vern Ziegler for 36 days at \$515.00 per day, seconded by Ronald F. Brann and approved 3-0-0.**

Ray Bates made a motion to adjourn the Board of Selectmen's Meeting at 8:30 p.m. seconded by Ronald F. Brann and approved 3-0-0.

These minutes were approved by the Board of Selectmen on _____

The next Regular Board of Selectmen's Meeting will be Tuesday, September 29, 2020 at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

Kyoko Roderick
Board of Selectmen Secretary