



BOARD OF SELECTMEN RECORD OF MEETING  
**SEPTEMBER 29, 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 (arriving at 6:03 p.m.), Ronald F. Brann, William Appel, Jr., and Andrew Ballantyne (arriving at 7:01 p.m.).

**Members Absent:** None.

**Public Attending:** None.

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

William Appel, Jr. called the meeting to order at 6:02 p.m. with the Pledge of Allegiance.

William Appel, Jr. opened the Public Hearing on the General Assistance 2020-2021 Appendices & Adoption at 6:04 p.m. for public comment. With no comments William Appel, Jr. closed the Public Hearing at 6:15 p.m. **Ray Bates made a motion to adopt the MMA Model Ordinance GA Appendices (A-H) for the period of October 1, 2020 to September 30, 2021, seconded by Ronald F. Brann and approved 4-0-0.**

Previous Meeting Minutes: **Ray Bates made a motion to approve the September 15, 2020 minutes as read seconded by Ronald F. Brann, and approved 3-0-1, Richard H. Gray, Jr. abstained.**

**Public Works – Keith Hall:**

- a) Tim Coston said shoulder work is complete. The roads still need to be marked so the center line can be painted.
- b) It was suggested if the speed sign could be placed on Coopers Mills Road, Griffin Road, Weeks Mills Road or even in the Windsor School area as these are high traffic and speeding areas. It is believed that DOT would need to be contacted for any state road.
- c) Public Work hours have gone back to Monday through Friday, 8 hours a day.

**Transfer Station – Timothy Coston:** The compactor will be serviced on October 14<sup>th</sup>. All fluids will be drained, and the filters and screens will be checked.

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

**Cemetery Sexton – Joyce Perry:**

- a) Joyce presented 2 Cemetery Lot Conveyances to the Board of Selectmen for signatures. At RHS #127V a lot containing 2 plots in a 4’x5’ lot to Daniel R. Doe and at RHS Cremains Garden #127W a lot containing 2 plots in a 4’x5’ lot to Donald McNaughton of Northport, NY. **Ronald F. Brann made a motion to approve the**

**two Cemetery Lot Conveyances as presented, seconded by Ray Bates and approved 4-0-0.** A special request was made for the headstone to be 12"x36" instead of the normal 12"x24". **Ray Bates made a motion to approve the request of 12"x36" for Donald McNaughton, seconded by Ronald F. Brann and approved 4-0-0.**

- b) The maps for the Veterans stones have been completed and covers RHN and RHS, H, I, J, K, and L. There are 61 stones in North, 3 stones in Resthaven and 9 stones that need raised and cleaned. The estimated cost is \$1,870.00. The Board of Selectmen made the ok to have the stones raised and cleaned.
- c) Flags have been removed from all cemeteries except Resthaven, which will be done on Thursday.
- d) The closed signs and padlocks are in so the cemeteries will be closed on October 30<sup>th</sup>.
- e) There was discussion on the conditions of some burial sites. Due to the lack of rainfall since June, there has been very little grass growth and no moisture to allow for ground settling. Ronald F. Brann suggested 4"-6" of loom put down to help the grass grow. Wayne has been using a narrower bucket to dig which allows more even digging and does not rip the ground sides. The holes have looked better since this change. **Ray Bates made a motion for the cost of loom and sand to come from the Cemetery Maintenance account seconded by Ronald F. Brann and approved 5-0-0.**

**Public Comment:** None.

**Consideration of Warrants # 13 and # 14: Andrew Ballantyne made a motion to approve Warrants #13 and #14, seconded by Ray Bates and approved 5-0-0.**

**Town Manager's Items:**

- a) There are 3 junkyard permits to approve. **Richard H. Gray, Jr. made a motion to accept the 3 junkyard permits, 1. Allen Rogers, 2. Stanley Pelletier and 3. Millard Nicker III, seconded by Ray Bates and approved 5-0-0.**

**Assessor's Agent- Andrew Ballantyne made a motion to suspend as Board of Selectmen and convene as Board of Assessor's at 7:46 p.m. seconded by Ray Bates and approved 5-0-0.**

- a) There was a Tax Abatement presented for fiscal year July 1, 2020 to June 30, 2021. RE#1414 - Oxford Property Management for \$244.48 and PP#41 - Scott Thibodeau for \$128.00. **Ray Bates made a motion to accept the Tax Abatement to Oxford Property Management for \$244.48 and to Scott Thibodeau for \$128.00 seconded by Andrew Ballantyne and approved 5-0-0.**
- b) There was a Tree Growth Penalty presented for Donna & Paul Pinkham on Map 8 Lot 47 in the amount of \$1,420.00. **Ronald F Brann made a motion to accept the Tree Growth Penalty issued to Donna & Paul Pinkham in the amount of \$1,420.00 seconded by Ray Bates and approved 5-0-0.**

**Andrew Ballantyne adjourned as Board of Assessor's and reconvened as Board of Selectmen at 8:12 p.m. seconded by Ray Bates and approved 5-0-0.**

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

**William Appel, Jr. adjourned the Board of Selectmen's Meeting at 8:33 p.m.**

These minutes were approved by the Board of Selectmen on \_\_\_\_\_

**The next Regular Board of Selectmen's Meeting will be Tuesday, October 13, 2020 at 6:00 p.m. at the Windsor Town Hall.**

Respectfully Submitted,

Kyoko Roderick  
Board of Selectmen Secretary