



BOARD OF SELECTMEN RECORD OF MEETING  
NOVEMBER 10, 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, William Appel, Jr., and Andrew Ballantyne.

**Members Absent:** None.

**Public Attending:** Tom Reed and Ryan Carver.

**Employees Attending:** Theresa L. Haskell (*Town Manager*), Keith Hall (*Road Supervisor*) was absent, Timothy Coston (*Transfer Station Manager*), 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: **Richard H. Gray, Jr. made a motion to approve the October 27, 2020 minutes as read seconded by Ray Bates and approved 5-0-0.**

**Public Works –**

- a) Tim Coston said Hawksley has finished the tree cutting.
- b) Richard H. Gray, Jr. asked if they could look at the shoulders on Shuman Road. It looks like there was damage done when a driveway was put in.
- c) The new Town Truck is currently at HP Fairfield and won’t be back until after the new year. See the attached Proposed Vote to borrow the remaining balance of the new Town Truck. **Ray Bates made a motion to accept the Proposed Vote to borrow the remaining balance of no more than \$75,000.00 and to be signed by Town Manager, Theresa Haskell, Chairman of the Board, William Appel, Jr., and Town Clerk, Kelly McGlothlin seconded by Andrew Ballantyne and approved 5-0-0.**

**Transfer Station – Timothy Coston:** The Transfer Station was closed on Wednesday November 11<sup>th</sup> in observance of Veteran’s Day. Theresa handed out the monthly figures. For the month of October, they are up \$2,205.40 from this time last year and up \$6,704.95 from the first 4 months from last year to this year.

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

**Cemetery Sexton –** Theresa said the cemeteries were closed on October 31<sup>st</sup>. The base of the monument has been poured. There are still some shrub stumps that need to be removed.

**Public Comment:** None.

**Consideration of Warrants # 19 and # 20: Ray Bates made a motion to approve Warrants # 19 and # 20 seconded by Ronald F. Brann and approved 5-0-0.**

**Town Manager's Items:**

- a) Theresa advised that the Waste Management contract is up for renewal and that they are looking at an increase if signed for 3 years a 5% annual escalator or for 5 years a 3% annual escalator. **Ronald F. Brann made a motion for Theresa Haskell to sign the Waste Management contract for 5 years at a 3% annual escalator, seconded by Richard H. Gray, Jr. and approved 5-0-0.**
- b) The three-month budget for 2020/2021 was handed out and reviewed. Some areas are overspent at this time but will balance out by the end of the year due to the schedule of payments. Other areas will be over-spent mostly due to Elections and the COVID-19 (Coronavirus) safety protocols and costs.
- c) The Town received a \$5,000.00 grant from the Center for Tech and Civic Life strictly for the planning and operationalizing of a safe and secure elections administration. This was very helpful in ensuring the safety of our residents and employees during this past election.
- d) The expenses on the Eagle Scout Project on the Parke Property was more than the \$465.85 available to spend. The posts were \$395.36, and the paint was \$180.10. Selectman Ronald F Brann said he will donate the balance of \$109.61 to complete the project.
- e) There was brief discussion on voting and ways to improve the process for the safety of voters. There were 1,998 registered to vote and 1,499 that voted. Out of those, 694 were absentee ballots.

**Selectmen's Items:** None.

**William Appel, Jr. adjourned the Board of Selectmen's Meeting at 7:54 p.m.**

These minutes were approved by the Board of Selectmen on November 24, 2020.

**The next Regular Board of Selectmen's Meeting will be Tuesday, November 24, 2020 at 6:00 p.m. at the Windsor Town Hall.**

Respectfully Submitted,

Kyoko Roderick  
Board of Selectmen Secretary

## PROPOSED VOTE

VOTED by the Select Board for the Town of Windsor, Maine as follows:

**VOTED:** 1) That under and pursuant to Title 30-A, Section 5772 of the Maine Revised Statutes, as amended and supplemented, there be and hereby is authorized the issuance of a General Obligation Bond of the Town to finance the purchase of a new Public Works Plow Truck as approved by Annual Town Meeting vote on July 15, 2020.

2) That said Bond shall be dated November 13, 2020, shall be payable in three equal principal installments payable on November 13 of each of the next three years and shall be signed by the Treasurer and countersigned by the Chair of the Select Board and otherwise be in such form and bear such details as the signers may determine.

3) That the Town Treasurer and Chair of the Select Board are hereby authorized to issue the aforementioned General Obligation Bond in an aggregate principal amount not to exceed Seventy-Five Thousand Dollars (\$75,000).

4) That the Select Board hereby confirms its determination that the term of the Bond does not exceed 120% of the economic life of the acquisition.

5) That said Bond is hereby sold and awarded to Kennebec Savings Bank at an interest rate of 1.99%.

6) That said Bond is hereby designated qualified tax-exempt obligation OF THE Town for the 2020 calendar year pursuant to the Internal Revenue Code of 1986.

7) That all things heretofore done and all action heretofore taken by the Town, its municipal officers and agents in the authorization of said Bond are hereby ratified, approved and confirmed, and the Treasurer and Chair are each hereby authorized to take any and all action necessary or convenient to carry out the provisions of this voting, including delivering said Bond against payment therefor.