



BOARD OF SELECTMEN RECORD OF MEETING
JANUARY 19, 2021
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*), 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 January 5, 2021 minutes as read seconded by Andrew Ballantyne and approved 5-0-0.**

Public Works – Keith said the trucks have been repaired and are all working now. The windshield on the Terrastar has been replaced and stickered. There is a tree on Legion Park Road that weather permitting will be taken down by Hawksley on Thursday, January 21st.

Transfer Station – Theresa reported that a Grimmel Reimbursement of \$1,098.20 was received. Ray said business has slowed down at the Transfer Station after the holidays.

Animal Control Officer – Nothing new.

Cemetery Sexton – Theresa will be having a meeting with Joyce next week to go over the cemetery budget and review the mowing contract for the cemeteries.

Public Comment: Ryan Carver was present to give an update on the decision regarding the Windsor Youth Sports. Due to the increase of Covid-19 cases, the RSU Board has decided not to allow any outside groups or activities in the school gym. The RSU Board said this decision will be re-visited again in March but Ryan would like to get it brought back up in February.

Consideration of Warrants # 29 and # 30: **Ray Bates made a motion to approve Warrants # 29 and # 30 seconded by Andrew Ballantyne and approved 5-0-0.**

Town Manager’s Items:

- a) There is an appointment for Registrar of Voters. **Ray Bates made a motion to approve the appointment of Kelly McGlothlin as Registrar of Voters, seconded by Ronald F. Brann and approved 5-0-0.**

- b) Theresa handed out the 6-month budget report. We are over budget on Elections due to the extra election in July and purchasing of supplies to accommodate for Covid-19. We are at 58.64% of budget which includes 100% of Major Road Construction. Therefore, if you use only the 50% of Major Road Construction this would bring the 6-month percentage down to 47.88%. Theresa said there will be lines over spent to accommodate for COVID-19 and will need to increase in next year's budget.
- c) Out of 12 foreclosure notices that were sent 9 accounts are still outstanding and are due by February 15, 2021.
- d) Theresa received a retirement letter from Debbie French. She will be retiring after working 14 years for the Town Office. Her last day will be June 26, 2021. The Board of Selectmen and Staff wish her well in her retirement. **Andrew Ballantyne made a motion to accept Debbie French's retirement letter effective June 26, 2021 seconded by Ray Bates and approved 5-0-0.**
- e) Hussey's General Store donated 12 long sleds to the Windsor School.
- f) There was discussion of overtime vs compensation time and it has been decided that comp time will not be available, and overtime will be paid out. There was much discussion on the employee manual. Theresa will prepare the final draft for approval.

Selectmen's Items: Nothing.

William Appel, Jr. adjourned the Board of Selectmen's Meeting at 8:51 p.m.

These minutes were approved by the Board of Selectmen on February 2, 2021.

The next Regular Board of Selectmen's Meeting will be Tuesday, February 2nd, 2021 at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

Kyoko Roderick
Board of Selectmen Secretary