



BOARD OF SELECTMEN RECORD OF MEETING
FEBRUARY 16, 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. (arriving at 6:09 p.m.), Ray Bates, Ronald F. Brann, William Appel, Jr., and Andrew Ballantyne.

Members Absent: None.

Public Attending: None.

Employees Attending: Theresa L. Haskell (*Town Manager*), Sean Teekema (*Interim Transfer Station Supervisor*), and Kyoko Roderick (*Selectmen Secretary*).

William Appel, Jr. called the meeting to order at 6:05 p.m. with the Pledge of Allegiance.

Previous Meeting Minutes: **Ray Bates made a motion to approve the February 2, 2021 minutes as read seconded by Andrew Ballantyne and approved 4-0-0.**

Public Works – The crew is currently out plowing.

Transfer Station – They have started using coin trays to help with the close out at the end of the night. It seems to help with organizing and counting all the coins collected. Sean will get measurements for a new bucket for the salt container. They are possibly looking to get a cover for the container also. Other possibilities are new lights and a new sign for the Transfer Station as it has been several years since they have been replaced.

Animal Control Officer – Had two calls in the past month.

Cemetery Sexton – Nothing new.

Public Comment: A resident has inquired about having a Food Sovereignty Ordinance put in place for the Town. They provided information to the Board of Selectmen for their review. Theresa read the proposal from Sherri Talbot and said if the Board has any questions, we could call her during the meeting. Theresa handed out information she received from MMA Legal which included information on Local Food Sovereignty and what the municipal liability could be. She also said she has a draft Food Sovereignty Ordinance that has been prepared by KVCOG. **Ronald F. Brann made a motion under the advisement from legal counsel this could potentially put the Town at an unnecessary risk, so the Board of Selectmen is denying the request to put this forward to the Townspeople on the upcoming warrant, seconded by Ray Bates and approved 5-0-0.** The Board of Selectmen is very supportive of local agriculture. The Town is not qualified to see if it is safe and we do not have the training or skill sets or the desire to do this. They suggested to do local Farmer’s Markets.

Consideration of Warrants # 33 and # 34: Ray Bates made a motion to approve Warrants # 33 and # 34 seconded by Andrew Ballantyne and approved 5-0-0.

Town Manager's Items:

- a) We received a snowmobile reimbursement in the amount of \$1039.34. \$779.51 (75%) will go to the WJW Snowmobile Club. The remaining 25% in the past has been divided between Windsor Boy Scout's, Windsor Brownie Troop and Windsor Youth Association. **Ray Bates made a motion to approve the disbursement of the reimbursement of \$779.51 to the WJW Snowmobile Club, \$86.61 to Windsor Boy Scout's, \$86.61 to Windsor Brownie Troop and \$86.61 to Windsor Youth Association seconded by Andrew Ballantyne and approved 4-0-1, with Richard H. Gray, Jr. abstaining as he is a member of the Windsor Boy Scout's.**
- b) Discussion on the employee manual was wrapped up with finalization of the retirement match. **Ray Bates moved to approve the Employee Manual as presented with changes being made to the Valic Retirement match seconded by Andrew Ballantyne and approved 5-0-0.**
- c) At the previous meeting, the Board of Selectmen were given a draft of COVID procedures to be followed to the best of everyone's ability. **Andrew Ballantyne made a motion to accept the COVID procedures as written, seconded by Ray Bates and approved 4-1-0.**
- d) Nomination papers will be available by February 26, 2021. Look for reminders on the electronic sign in the front of the Town Office, the Town Website, and postings on the windows of the Town Office building.
- e) The new office space caused the Town Hall Equipment account to be overspent, however it will not affect the overall budget as there were other funds available in other Town Hall expense accounts that were underspent.

Selectmen's Items: Andrew Ballantyne shared that Elwin Hussey gave him a CD of information about the Town of Windsor dating back to the 1700's. He has offered it to the Town Office to make a copy for viewing purposes.

William Appel, Jr. adjourned the Board of Selectmen's Meeting at 8:00 p.m.

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

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

Respectfully Submitted,

Kyoko Roderick
Board of Selectmen Secretary