



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

Members Absent: None.

Public Attending: Tom Reed, Brian Wall, Mike Hodgins, Howie Tuttle, and Michele Grant.

Employees Attending: Theresa L. Haskell (*Town Manager*) and Kyoko Roderick (*Selectmen Secretary*).

William Appel, Jr. called the meeting to order at 6:01 p.m. with the Pledge of Allegiance.

Andrew Ballantyne made a motion to suspend as Board of Selectmen and convene as Board of Assessor’s at 6:03 p.m. seconded by Ray Bates and approved 5-0-0. Andrew Ballantyne made a motion to approve the extension of the written notice deadline from April 9, 2021 to May 25, 2021 for a road frontage variance request from Brian Wall seconded by Ray Bates and approved 5-0-0. Andrew Ballantyne made a motion to adjourn the Board of Assessor’s and reconvene as Board of Selectmen at 6:31 p.m. seconded by Ray Bates and approved 5-0-0.

RSU #12 Draft 2021/2022 School District Budget: Howie Tuttle was present with Michele Grant to present the RSU #12 Draft 2021/2022 School District Budget. The draft budget was finished in February and has an increase of **\$708,754.04** in expenditures. We have a total increase in Revenues of **\$199,292.00** which includes the following – a loss of \$419,565.00 of State Subsidy, a loss of \$6,143.00 in Service Center Subsidy, increase from \$-0- in the Fund Balance last year to COVID Relief Funds of \$700,000.00 this year, a loss of \$75,000.00 of State Agency Client Revenues from last year. *The proposed budget is currently up \$509,462.00 from last year.* (If we were not getting the additional \$700,000.00 for the COVID Relief Funds then the increase would be that much higher. They are looking into where they can reduce the budget as they have lost a significant amount in subsidy funds. The average student count is currently down (49) students overall, so this has an effect also. There was much discussion on the details of the budget. The questions that were asked in the meeting will be reviewed and answered later. The Town of Windsor’s Local Share Cost is proposed to increase for 2021/2022 an additional \$151,564.26 for a total Municipal Assessment for Education for Windsor of \$3,433,367.28. The School Board will approve the 2021/2022 budget in April and there will be no RSU #12 District Budget Meeting this year because it is waived. The RSU #12 Budget Validation Referendum will be on June 8, 2021.

Previous Meeting Minutes: Ray Bates made a motion to approve the March 3, 2021 minutes as read seconded by Andrew Ballantyne and approved 5-0-0.

Public Works – The 2007 International Truck is back from the shop. A new starter, new block heater and 2 new batteries were installed.

Transfer Station – Theresa handed out the monthly report. The Transfer Station is down \$219.70 from this time in February last year but is up \$9,240.30 for the year.

Animal Control Officer – Nothing new.

Cemetery Sexton – Nothing new.

Public Comment: Nothing.

Consideration of Warrants # 37 and # 38: Ray Bates made a motion to approve Warrants #37 and #38 seconded by Andrew Ballantyne and approved 5-0-0.

Town Manager's Items:

- a) Theresa updated that the Windsor Food Bank Inspection from the Maine Department of Agriculture, Conservation, & Forestry went well, and we got a good report.
- b) There will be a Kennebec County Budget Committee District One Caucus meeting on March 17, 2021 at 5:00 p.m. at the Augusta City Hall front parking lot.
- c) Theresa received the contract for the Lincoln County Recycling for the 2021/2022 year of \$11,416.71. There was no increase. **Andrew Ballantyne made a motion to approve the Town Manager, Theresa Haskell to sign the new contract for 2021/2022 as is, seconded by Ronald F. Brann and approved 5-0-0.**
- d) There was an update to the Employee Manual regarding PTO and the explanation of Carryover PTO that was handed out to the Board of Selectmen to review and this will be discussed at the next Board of Selectmen's Meeting.
- e) Theresa presented a Statement of Concurrence from the Town of Freeport to use our radio frequency. Theresa spoke to Radio Communications Management and they said The Town of Freeport is already on our radio frequency and does not affect the Town's current frequency. **Ray Bates made a motion to approve the Statement of Concurrence from the Town of Freeport seconded by Ronald F. Brann and approved 5-0-0.**
- f) Theresa advised that she signed a 3-year bundle contract with Burgess for our Gateway Security SonicWall for \$534.00. This will save on 1 year as we were paying \$274.00 per year.
- g) The Crooker Pit is looking for an E911 address in case there is an emergency and responders need to be called. Theresa said the E911 Officer will issue an address. They would also like to have an exemption to be able to travel on a posted road at any time and would have a Bond in place. **Ronald F. Brann made a motion denying the exemption to drive on posted roads seconded by Andrew Ballantyne and approved 5-0-0.**
- h) The Town of China wants to know if the Town of Windsor wants to join them with a shredding on site for donations which allows the public to go to the Town of China and utilize this service on a future Saturday. The Board of Selectmen are not interested at this time.
- i) Theresa asked to see if the Board of Selectmen will vote on the following; **OVERRIDING LD1 PROPERTY TAX LIMIT:** To see if the Town of Windsor will vote to increase the Property Tax Levy Limit established for the Town of Windsor by State Law in the event that the Municipal Budget approved at the Annual Town Meeting for FY2021 results in a tax commitment that is greater than that Property Tax Levy Limit? Note this must be a written ballot. **Ray Bates moved to recommend passage of the Warrant Article of OVERRIDING LD1 PROPERTY TAX LIMIT: To see if the Town of Windsor will vote to increase the Property Tax Levy Limit established for the Town of Windsor by State Law in the event that the Municipal Budget approved at the Annual Town Meeting for FY2021 results in a tax commitment that is greater than that Property Tax Levy Limit? Note this must be a written ballot. seconded by Andrew Ballantyne and approved 5-0-0.**

- j) There was discussion on selling the 2007 International Truck. **Ray Bates made a motion to recommend passage for a Warrant Article to read “To see if the Town will vote to authorize the Selectmen to sell a 2007 International Truck VIN #1HTWDAZR57J439028 and to appropriate the proceeds of the sale to be applied to the Public Works Truck Reserve Account”, seconded by Andrew Ballantyne and approved 5-0-0.**

Selectmen’s Items: William Appel, Jr. said a resident had brought to his attention about the rock crushing sound at a local pit and it is running all hours of the night.

William Appel, Jr. adjourned the Board of Selectmen’s Meeting at 9:56 p.m.

These minutes were approved by the Board of Selectmen on **March 30, 2021**

The next Regular Board of Selectmen’s Meeting will be Tuesday, March 30, 2021 at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

Kyoko Roderick
Board of Selectmen Secretary