



BOARD OF SELECTMEN RECORD OF MEETING
MARCH 30, 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, and Ronald F. Brann. Andrew Ballantyne attended the meeting by phone beginning at 6:04 a.m. and then came in person at 7:00 p.m.

Members Absent: William Appel Jr.

Public Attending: Tom Reed.

Employees Attending: Theresa L. Haskell (*Town Manager*), Keith Hall (*Road Supervisor*) and Sean Teekema (*Interim Transfer Station Supervisor*).

Ray Bates called the meeting to order at 6:02 p.m. with the Pledge of Allegiance.

Previous Meeting Minutes: Richard H. Gray, Jr. made a motion to approve the March 16, 2021 minutes as read seconded by Ronald Brann and approved 3-0-0.

Public Works – Keith Hall

- a) They have hauled 10 loads of stone to the Reed Road to help during mud season and now it is ruined again. He went over and back dragged it and that seemed to help some.
- b) They also hauled stone over to the Taylor Road, but this road gets a lot of traffic.
- c) Swept the bridges.
- d) Fixed the stop signs that were down.
- e) Hopefully, we will be able to get the sand put up and he believes we may only need around 800 yards.
- f) We have 8 loads of salt that we still can get, and he believes we will have room to get it now for next winter.
- g) He will schedule in the yearly service on the backhoe.
- h) McGee Construction has 51.25 hours remaining for the season.
- i) The 2007 International truck is ready to be sold. They will use it to haul sand when we are able to.
- j) Ronald Brann asked Keith to pick up the mattress on the Choate Road. Keith said we have a mattress stuck in the middle of the Weeks Mills Road culvert that he will get out.

Transfer Station – Sean Teekema

- a) They burned the wood pile on Friday night and just a few hours into it they had torrential rain three times and it burnt about 90% of the pile. The wind picked up, so they put the fire out and left around 1:00 a.m. They may need to burn again.
- b) Saturday was very busy.

Animal Control Officer – Theresa said the Animal Control Officer has a yearly class that she will scheduled for and talking with the Town of China, we will both pay half of the class and both pay one way for the mileage.

Cemetery Sexton – Theresa said she was asked by Maurice Soucy to put on the digital sign reminding people to clean up items from the cemetery before next week. After talking with Joyce Perry, she said the Cemetery rules say May 1st. We did put it on the sign last year for April 15th. Joyce wanted me to ask the Board of Selectmen what they recommend. Joyce said they will be working on the Cemetery Rules. Theresa suggested we put by April 15th weather permitting. **Ronald F. Brann made a motion to change the Cemetery Rules regarding having to clean up items from the cemetery by April 15th weather permitting, seconded by Andrew Ballantyne (by phone), and approved 4-0-0 with Andrew approving by phone.**

Public Comment: Nothing.

Consideration of Warrants # 39 and # 40: Ronald Brann made a motion to approve Warrants #39 and #40 seconded by Richard H. Gray Jr. and approved 3-0-1. Andrew abstained because he was on the phone and not physically here to look at the warrants.

Town Manager's Items:

- a) Theresa was informed that the flashing beacon traffic light at the intersection of Route 32 and Route 105 has one side of the yellow light not flashing. Theresa said she will call A.D. Electric.
- b) Theresa asked the Board if it would be possible to ask residents who are writing a check for their phone numbers instead of asking to see a driver's license. **Ronald F. Brann made a motion to have the residents provide a phone number when writing out a check instead of a driver's license, seconded by Andrew Ballantyne (by phone) and approved 4-0-0 with Andrew approving by phone.**
- c) Employee Manual – to be discussed at the next Regular Board of Selectmen's Meeting.
- d) Theresa said she received one of the bills to install wi-fi for the Food Bank. **Ronald F. Brann made a motion to have the Town Office pay for the Food Bank wi-fi installation, seconded by Richard H. Gray Jr., and approved 4-0-0.** (Andrew is now in attendance).
- e) Theresa is asking for the Board of Selectmen to call a Board of Appeals meeting since we have not had a meeting in quite some time. **Ray Bates made a motion to call a Board of Appeals meeting for Tuesday, April 6, 2021 at 6:00 p.m., seconded by Andrew Ballantyne and approved 4-0-0.**
- f) Theresa asked the Board if they would like to recommend someone for the Spirit of America award.

Selectmen's Items: None.

Ray Bates adjourned the Board of Selectmen's Meeting at 7:30 p.m.

These minutes were approved by the Board of Selectmen on _____

The next Regular Board of Selectmen's Meeting will be Tuesday, April 13, 2021 at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

Theresa Haskell
Town Manager