



BOARD OF SELECTMEN RECORD OF MEETING
APRIL 27, 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 6:13 p.m.), Ray Bates, Ronald F. Brann, William Appel, Jr., and Andrew Ballantyne.

Members Absent: None.

Public Attending: Tom Reed.

Employees Attending: Theresa L. Haskell (*Town Manager*), Sean Tekeema (*Interim Transfer Station Supervisor*), Joyce Perry (*Cemetery Sexton*), and Kyoko Roderick (*Selectmen Secretary*).

William Appel, Jr. called the meeting to order at 6:03 p.m. with the Pledge of Allegiance.

Previous Meeting Minutes: **Ray Bates made a motion to amend and approve the April 13, 2021 minutes to read as “Andrew Ballantyne made a motion to approve the proposed Employee Manual update” under Town Manager items seconded by Andrew Ballantyne and approved 4-0-0.**

Public Works – The Board of Selectmen would like to Thank Tim for the brush cutting and trash clean-up he did on Choate Road. The back shed of the Food Bank is now empty and ready for the work to be done.

Transfer Station – Sean said it has been a busy couple of weeks. Between 8-10 tv’s have been picked up and there’s only approximately 150 lbs. of space left in the can. There has been a large volume of grills and appliances coming in lately. Sean suggested a stand-up sign or magnetic sign on the side of the bins for pizza boxes.

Animal Control Officer – We may receive a bill for a cat that had to be taken to Lewiston to be put down.

Cemetery Sexton –

- a) The first burial will be Sunday, May 2. There are 3 more burials scheduled for the month of May. 2 more lots have been sold at Resthaven.
- b) On the Right of Way road by the fence between Resthaven and The Fusion, there are big chunks of sod that was dug up when it was plowed. Theresa contacted the owner of The Fusion and she has said she would call to have the ruts fixed.
- c) The cemetery gates will be opened May 1st.
- d) There are 2 Cemetery Lot Conveyances. Jeff Stuart and Sharon Cormier at RHS #12A- A, B and C. **Ray Bates made a motion to approve the Cemetery Lot Conveyance for Jeff Stuart and Sharon Cormier at RHS #12A-A, B, and C, seconded by Richard H. Gray, Jr. and approved 5-0-0.** Heidi Winslow and Jerry Rideout at RHS #107 A, B, C, D, E, and F. **Ray Bates made a motion to approve the Cemetery Lot**

Conveyance for Heidi Winslow and Jerry Rideout at RHS #107 A, B, C, D, E, and F seconded by Ronald F. Brann and approved 5-0-0.

Public Comment: None.

Consideration of Warrants #43 and #44: Andrew Ballantyne made a motion to approve Warrants #43 and #44 seconded by Ray Bates and approved 5-0-0.

Town Manager's Items:

- a) There is a Certificate of Appointment for Arthur Strout as the Building Official. **Andrew Ballantyne made a motion to appoint Arthur Strout as the Building Official seconded by Ray Bates and approved 5-0-0.**
- b) Theresa distributed the 2021 Town Meeting Warrant. **Ray Bates made a motion to approve the 2021 Town Meeting Warrant as amended seconded by Andrew Ballantyne and approved 5-0-0.**
- c) Town Clerk, Kelly McGlothlin was present to announce the following on this year's ballot. Dustin Mellor for RSU #12 Committee Member and William Appel Jr., and Ray Bates for Board of Selectmen. There are also 3 spots available for Budget Committee Member and 1 Alternate Budget Committee Member.
- d) Theresa has a CMP Pole Permit for the Greeley Road. **Andrew Ballantyne made a motion to approve the CMP Pole Permit for Greeley Road seconded by Richard H. Gray, Jr., and approved 5-0-0.**
- e) **Assessor's Agent: Andrew Ballantyne made a motion to suspend as Board of Selectmen and convene as Board of Assessor's at 7:05 p.m. seconded by Ray Bates and approved 5-0-0.** There is a request for an additional extension if needed on the road frontage variance request from Brian Wall. The Board felt there will not be a need to extend the request. **Ronald F Brann made a motion to deny any additional extension on the road frontage variance request seconded by Andrew Ballantyne and approved 5-0-0. Andrew Ballantyne adjourned the Board of Assessor's and reconvened as Board of Selectmen at 7:12 p.m. seconded by Ray Bates and approved 5-0-0.**
- f) The Fire Department completed an application for a grant in the amount of \$2,879.00 for equipment and is requesting for half in the amount of \$1,439.50 to be reimbursed from the Forestry Fire Reserve account to the Fire Department. **Ray Bates made a motion to approve the reimbursement of \$1,439.50 from the Forestry Fire Reserve Account# 100328970 to the Fire Department seconded by Andrew Ballantyne and approved 5-0-0. Ronald F. Brann made a motion to allow the Treasurer, Theresa Haskell to request the payment from the Forest Fire Reserve Account# 100328970 payable to the Fire Department seconded by Ray Bates and approved 5-0-0.**
- g) William Appel, Jr. read a letter from MMTCTA congratulating Theresa Haskell on her re-certification of Tax Collector and Certification as Treasurer.
- h) The Cemetery Committee has offered to help Richard H. Gray, Jr. put the flags out at the cemetery when it is time.

Selectmen's Items: Ray Bates' son will be moving to Windsor from Augusta.

William Appel, Jr. adjourned the Board of Selectmen's Meeting at 7:26 p.m.

These minutes were approved by the Board of Selectmen on May 11, 2021.

The next Regular Board of Selectmen's Meeting will be Tuesday, May 11, 2021 at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

Kyoko Roderick
Board of Selectmen Secretary