



BOARD OF SELECTMEN RECORD OF MEETING
MAY 11, 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 (arriving at 6:56), William Appel, Jr., and Andrew Ballantyne.

Members Absent: None.

Public Attending: Tom Reed, Bill Portela and Robbi Portela.

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

William Appel, Jr. called the meeting to order at 6:00 p.m. with the Pledge of Allegiance.

Previous Meeting Minutes: **Richard H. Gray, Jr. made a motion to approve the April 27, 2021 minutes as read seconded by Ray Bates and approved 4-0-0.**

Public Works: Brush cutting on Shuman Road and Choate Road is being completed. Plow trucks are being worked on to make sure they are prepped and ready for the winter. The 2021 Western Star is at HP Fairfield getting the dent in the door fixed. There is still gravel work on Reed Road that needs to be done however, the Road Maintenance line is overspent by \$2,800.00. The bottom line of Public Works will not change as there is still money in other lines that we can move to cover Road Maintenance/Construction expenses. **Richard H. Gray, Jr. made a motion to continue with road repairs even though the Road Maintenance/Construction line is over budget, but the bottom-line Public Works will not change as there is money in other lines that can be moved over as needed, seconded by Ray Bates, and approved 4-0-0.** Paving bid packages have been sent out and are due back by Tuesday May 25th. Work still needs to be done on the Town Garage and Food Bank area. Keith will message Avery Glidden to get a time frame for completion on the cement work for the Town Garage next to the Town Office.

Transfer Station: Sean reported that they had a \$1,200.00 day on Saturday. They are still getting a lot of mattresses and big boxes. The monthly report shows that the Transfer Station is up \$2,743.45 from this time in April last year and up \$13,010.45 for the year.

Animal Control Officer: Nothing new.

Cemetery Sexton: Joyce said she has had 2 burials since last meeting and 4 coming up this month. Maurice Soucy mowed on Friday May 7th in which Joyce mentioned her concerns about the plowing that was done for The Fusion by the fence line and how there were ruts made in the ground. Maurice patted down the ground to try and

make it look decent so he could mow. Theresa will contact The Fusion again to find out when they will be fixing the issue. The Brown Tail Moth Caterpillars are back at the cemeteries. Joyce removed a 5-gallon bucket of caterpillars. Joyce wanted to mention that a passer-by stopped and complimented how nice the lawn looks at Resthaven Cemetery. Joyce thanked Keith for getting the material at Resthaven Cemetery. Joyce said she texted Neil Farrington regarding the Memorial Day Remembrance Ceremony on Memorial Day at 9:00 a.m.

Public Comment:

- a) Bill Portela and Robbi Portela were present to discuss the CMP Pole Permit for the Ridgeway 1 subdivision on Greeley Road that was approved in a prior Board of Selectmen Meeting. There was much discussion and new information presented. **Ray Bates made a motion to revoke approval of the CMP Pole Permit that was approved at the April 27th Board of Selectmen meeting based on the new information provided by Bill and Robbi Portela seconded by Andrew Ballantyne and approved 4-0-0.**
- b) Tom Reed said the Windsor Historical Society has had the cement work completed recently by Avery Glidden which was scheduled to be done last year.

Consideration of Warrants # 45 and # 46: Ray Bates made a motion to approve Warrants #45 and #46 seconded by Andrew Ballantyne and approved 5-0-0.

Town Manager's Items:

- a) Theresa handed out the 9-month budget. Currently, we are at 73.3% of budget. The 2 areas of concern are Election and Town Meetings which are overspent due to the extra election in July and extra hours for the Presidential Election and COVID expenses. The Town did receive a \$5,000.00 COVID grant to help with the extra expenses. Other areas that show over-spent will even out as most are already paid through the year due to existing contracts. Revenue is up 15.94% from this time last year.
- b) Theresa presented to the Board of Selectman for signatures for the Warrant and Notice of Elections calling RSU #12 Budget Referendum. **Ray Bates moved to approve the Warrant and Notice of Elections calling RSU #12 Budget Referendum seconded by Andrew Ballantyne and approved 5-0-0.**
- c) There is advertising on the Town Electronic sign for a Deputy Clerk. Theresa has also received 9 resumes from the Indeed advertisement.
- d) Theresa received a report from the Maine DOT on the inspection of bridges here in Windsor. Sampson Road over Choate Brook, Weeks Mills Road over Barton Stream, Weeks Mills Road over Barton Brook, and Shuman Road over Hewitt Brook all had ratings of 7 (good) and 8 (very good). All structures require routine maintenance to minimize deterioration.
- e) Theresa presented the Draft Town Report for 2020-2021 which will be approved, and post cards will be mailed to residents.

Selectmen's Items: Richard H. Gray, Jr. said he will pick the flags up tonight for the cemeteries. Rick also asked about a proposed Eagle Scout Project for roadside clean up and the Board said that would be a great idea.

William Appel, Jr. adjourned the Board of Selectmen's Meeting at 8:07 p.m.

These minutes were approved by the Board of Selectmen on Tuesday, May 25, 2021.

The next Regular Board of Selectmen's Meeting will be Tuesday, May 25, 2021 at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

Kyoko Roderick
Board of Selectmen Secretary