



BOARD OF SELECTMEN RECORD OF MEETING
MAY 25, 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.

Members Present: William Appel, Jr., Ray Bates (arriving at 6:08 p.m.), Ronald F. Brann (arriving at 6:16 p.m.), Richard H. Gray, Jr. (arriving at 6:25 p.m.), and Andrew Ballantyne (arriving at 6:42 p.m. and leaving at 8:08 p.m.).

Members Absent: None.

Public Attending: Tom Reed (arriving at 6:57 p.m.), Bronia Stevens (Hagar Enterprises, Inc.), Lance Mitchell, Cameron Cox (Crooker Construction LLC), Antoinette Turner, Jason Griffith (Pike Industries), Doug Fowler (All States Asphalt, Inc.), and Jamie Ward (Maine-ly Paving Services, LLC) (attended by phone).

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

William Appel, Jr. called the meeting to order at 6:15 p.m. with the Pledge of Allegiance.

Previous Meeting Minutes: **Ray Bates made a motion to approve the May 11, 2021, minutes as read seconded by William Appel, Jr., and approved 3-0-0.**

Paving Bids – 6 paving bids were received for the 2021/2022 paving contract. All States Asphalt, INC. came in at \$330,066.90 with chip seal and \$360,118.00 without chip seal, Crooker Construction LLC came in at \$522,043.00 without chip seal, Hagar Enterprises, INC came in at \$378,313.40 without chip seal, Maine-ly Paving Services, LLC came in at \$328,431.38 with chip seal and \$354,720.60 without chip seal, Northeast Paving came in at \$473,620.00 without chip seal, and Pike Industries came in at \$463,089.60 without chip seal. **Ray Bates made a motion to accept the bid from Main-ly Paving Services, LLC with chip sealing in the amount of \$328,431.38 seconded by Andrew Ballantyne and approved 3-2-0.** The Reed Road will be the Town's first time using a chip seal in a very long time and the Board of Selectmen will see how much more effective it will be compared to just an overlay.

Public Works – Keith said the sand is up and the salt is in. Frank Monroe Construction did the excavating for the sand.

Transfer Station – Sean said Saturdays are still busy and the Demo can is filled. Jeff has been driving the loader and doing a good job.

Animal Control Officer – Nothing new.

Cemetery Sexton –

- a) Joyce said there were 4 burials last week and 4 more this week. It has been a very busy month.
- b) A family would like to have a bench placed instead of a head stone that would cover within their 3 plots. There was much discussion since the Cemetery Committee and Board of Selectmen previously said no to

another request because of the long-term maintenance that may be needed. Joyce will research the different bases that could possibly reduce some of the maintenance.

- c) New lighting by the Veteran's Memorial will be put on hold until the removal of the vault is completed. Theresa will reach out to J.C. Stone about benches for the Memorial. Joyce is going to reach out to Provost to see if they can come out and add 3 names that did not get put on the monument. She also said they will place the pavers.
- d) The Veteran's Memorial Fund has \$5,108.00 in it right now. One of the things that Joyce mentioned was the difficulty of raising and lowering the flagpole in the winter. The rope freezes to the pole making it difficult to pull. It will also need to be moved and painted. Ronnie suggested buying a new pole that anyone could maintain. Joyce will research the cost of new poles and bring back to the Board of Selectmen. Parking for the Memorial was also discussed. Keith estimated \$3,500.00 for parking and removal of the vault.
- e) The Turf Doctor was at Resthaven on May 25th.
- f) There is a Cemetery Lot Conveyance for Bette Barajas for RHS #67 D, E, & F. **Andrew Ballantyne made a motion to accept the Cemetery Lot Conveyance for RHS #67 D, E, & F seconded by Richard H. Gray Jr., and approved 5-0-0.**

Public Comment: Antoinette Turner from The Fusion was present to discuss her application for on premises license renewal for serving alcohol. Theresa read that a special amusement permit may need to be obtained if they continue to have dancing or entertainment at the establishment. Theresa asked again about the fixing of the grass area by the cemetery fence that was dug up by the plow truck. Antoinette said she planted grass seeds and would be back to finish fixing the area on Friday. **Andrew Ballantyne made a motion to approve the application from The Fusion for their renewal for an on-premises license seconded by Ray Bates and approved 5-0-0.**

Consideration of Warrants # 47 and # 48: Andrew Ballantyne made a motion to approve Warrants # 47 and # 48 seconded by Richard H. Gray, Jr., and approved 5-0-0.

Ray Bates made a motion to suspend as Board of Selectmen and convene as Board of Assessors at 8:56 p.m. seconded by William Appel, Jr. and approved 4-0-0. Board of Assessors discussed the 2021 Ratio Declaration and Reimbursement Application with Assessor's Agent. **Ray Bates made a motion to complete the 2021 Ratio Declaration and Reimbursement Application with a 98% Declared Ratio for a 4-1-2021 assessment date, seconded by Ronald F. Brann and approved 4-0-0.** **Ray Bates made a motion to adjourn as Board of Assessors and reconvene as Board of Selectmen at 9:03 p.m. seconded by Ronald F. Brann and approved 4-0-0.**

Town Manager's Items:

- a) Theresa requested to move the Board of Selectmen Meeting for Tuesday, June 8, 2021, to Monday, June 7, 2021, due to voting on Tuesday. **Andrew Ballantyne made a motion to move the Board of Selectmen Meeting from Tuesday, June 8th to Monday, June 7th seconded by Ronald F. Brann and approved 5-0-0.** The Town Office will be closed on Tuesday June 8, 2021, due to voting.
- b) There was discussion on the Executive Order and the effect on the Town Office and residents. The Board of Selectmen agreed the social distancing signs would be removed and masks are at the discretion of the residents. Staff may choose to wear masks. The barriers will stay in place for the time being. The Board of Selectmen have decided the upstairs in the Town Hall is opened and available to reserve again.
- c) Kennebec County will be receiving money from ARPA (American Rescue Plan Act) which will be used within the county to benefit all Towns and Cities and used per the guidelines set by the ARPA. It is not known the exact amount at this time. The Budget Committee will have to meet to decide how and where the money will be spent as it is all related to COVID.

Selectmen's Items: Nothing new.

William Appel, Jr. adjourned the Board of Selectmen's Meeting at 9:42 p.m.

May 25, 2021

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These minutes were approved by the Board of Selectmen on June 7, 2021.

The next Regular Board of Selectmen's Meeting will be Monday June 7, 2021, at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

Kyoko Roderick
Board of Selectmen Secretary