



BOARD OF SELECTMEN RECORD OF MEETING
JUNE 22, 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: Richard H. Gray, Jr., Ray Bates, Ronald F. Brann (arriving at 6:13 p.m.), William Appel, Jr., and Andrew Ballantyne.

Members Absent: None.

Public Attending: Tom Reed, Moira Teekema, Ray Chavarie and Carol Chavarie.

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

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

Previous Meeting Minutes: **Richard H. Gray, Jr. made a motion to approve the June 7, 2021, minutes as read seconded by Andrew Ballantyne and approved 4-0-0.**

Public Works – Theresa updated that Avery Glidden Construction will be finishing up the work at the Town Garage by the end of this week or next. Work on Maxcys Mills Road shoulder will be done this week.

Transfer Station – The Demo can was filled again and hauled away. The ACs will be picked up next week. Wednesdays and Fridays are picking up again. The spotlights were replaced on Friday by JNM Electric.

Animal Control Officer – Nothing.

Cemetery Sexton –

- a) Joyce provided a quote from Noreast Flagpole for a 35ft. internal pole including: the pole, pole materials, foundation materials, foundation installation, pole installation, shipping, delivery, and labor which comes to \$3,070.00. **Ronald F. Brann made a motion to accept the pricing of \$3,070.00 from Noreast Flagpole for a new pole providing it can be erected and complete by September 1, 2021, seconded by Ray Bates and approved 3-1-1 with Richard H. Gray, Jr. opposing and Andrew Ballantyne abstaining.**
- b) A question was brought up about flying the flag at half-mast other than the normal observed times in mourning and how often it is being raised and lowered. **Ray Bates made a motion to allow Joyce Perry to determine when the flag should be flown at half-mast outside of the normal observed times seconded by Andrew Ballantyne and approved 5-0-0.**

Public Comment: Nothing.

Consideration of Warrants #51, #52 and #53: **Ray Bates made a motion to approve Warrants #51, #52, and #53 seconded by Andrew Ballantyne and approved 5-0-0.**

Town Manager's Items:

- a) Theresa presented the contract for Vern Ziegler, the Assessor's Agent, in the amount of \$19,080.00. **Ray Bates made a motion to accept the contract for Vern Ziegler, Assessor's Agent for 2021-2022 in the amount of \$19,080.00 seconded by Richard H. Gray, Jr. and approved 5-0-0.**

- b) The Town of China has approved their annual vote to hire Tammy Bailey on as a full time Deputy Clerk. Tammy handed in her letter of resignation. **Andrew Ballantyne made a motion to accept Tammy Bailey's letter of resignation as Deputy Clerk as of June 25, 2021, seconded by Richard H. Gray, Jr. and approved 5-0-0.**
- c) Theresa handed out a Release of Deed that has been asked to be signed by the chairperson of the Board of Selectmen which is regarding 53 Barton Road, Windsor, Maine which has shown old Tax Liens back in the "1980's" that were never discharged. Theresa Haskell (Tax Collector) said the Town of Windsor does not have any liens on this property at this time and she was unable to find the old files to see why these were never discharged. **Ray Bates made a motion to have the chairperson, William Appel Jr. sign the Release Deed as presented, seconded by Richard H. Gray, Jr. and approved 5-0-0.**
- d) There were several Certificate of Appointments to approve. Theresa Haskell as the Tax Collector, Treasurer, General Assistance Administrator, Emergency Management Manager, and Health Officer. Kelly McGlothlin as the MOSES Licensing Agent, MOSES Registration Agent, and BMV Municipal Agent. Arthur Strout as the Emergency Management Manager. **Richard H. Gray, Jr. made a motion to approve the Certificate of Appointments for Theresa Haskell for Tax Collector, Treasurer, General Assistance Administrator, Emergency Management Manager, and Health Officer. Kelly McGlothlin as the MOSES Licensing Agent, MOSES Registration Agent, and BMV Municipal Agent. Arthur Strout as the Emergency Management Manager all were seconded by Ray Bates and approved 5-0-0.** Kim Bolduc-Bartlett as the Animal Control Officer and Peter A. Nerber as Back-up Animal Control Officer. **Andrew Ballantyne made a motion to approve the appointment of Kim Bolduc-Bartlett as the Animal Control Officer and Peter A. Nerber as Back-up Animal Control Officer seconded by Ray Bates and approved 5-0-0.**
- e) Theresa Haskell presented one Personal Property account for David Choate Inc. for the 2020 tax year that should be written off in the amount of \$573.92 because he has not been in business for quite a few years. **Ronald F. Brann made a motion to write off Personal Property Account #51 (David Choate Inc.) in the amount of \$573.92 seconded by Richard H Gray Jr. and approved 5-0-0.**

Selectmen's Items: None.

William Appel, Jr. adjourned the Board of Selectmen Meeting at 7:14 p.m.

These minutes were approved by the Board of Selectmen on _____

The next Regular Board of Selectmen's Meeting on Tuesday, July 6, 2021, at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

Kyoko Roderick
Board of Selectmen Secretary