



BOARD OF SELECTMEN RECORD OF MEETING
JULY 20, 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: Ray Bates, William Appel, Jr., and Andrew Ballantyne (arriving at 6:19 p.m.).

Members Absent: Richard H. Gray, Jr. and Ronald F. Brann.

Public Attending: Tom Reed, Shawn Mills, Melissa O'Connor, and Allison Whynot.

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

Ray Bates called the meeting to order at 6:00 p.m. with the Pledge of Allegiance.

Previous Meeting Minutes: There were no previous minutes currently.

Public Works –

- a) The trees on Hunts Meadow Road and Greeley Road have been cut down. The big tree on Choate Road that was uprooted has also been removed. Work on Windsor Neck Road is being done this week.
- b) The 2016 Terrastar Truck is at the paint shop with no eta currently. The 2021 Western Star Truck is back from the shop. The doors were fixed as they weren't closing properly.
- c) The lights in the sand shed are now done.
- d) The cement at the Town Hall Garage is poured and back filled and will be completed by Wednesday.
- e) The guard rail at the Transfer Station is still in need of fixing. Keith will call Newcomb Welding to come out and fix it.
- f) There are 2 trees at Oak Hill Cemetery that are leaning that may need to come down. Keith is going to ask Tom Hawksley to come out and check them.

Transfer Station – Theresa announced that Sean Teekema is the new Transfer Station Supervisor as of July 20, 2021.

Animal Control Officer – Nothing new.

Cemetery Sexton –

- a) Joyce reported that there were 5 burials.
- b) It's been discussed that the well pump at Resthaven is hard to pump and catch water at the same time and needs to be fixed. Tom Reed researched on the cost of replacing the pump. A new pump quoted from Bison Pump is \$1,445.00. A refurbished one that doesn't include shipping and handling is \$600.00. **Andrew Ballantyne made a motion to buy a refurbished pump from Bison Pump for Resthaven Cemetery in the amount of \$600.00 plus shipping and handling seconded by William Appel, Jr. and approved 3-0-0.**
- c) Discussion on park benches as a cemetery stone with and without backs was brought to the Cemetery Board and it was decided to not allow them at this time.
- d) There were 286 stones cleaned with Wet and Forget so far. There is 230 more that will be done.

- e) It was discussed at the Cemetery Meeting and Windsor Veteran's Meeting if at the Memorial Dedication there could be a section set aside for Veterans and to have use of the Town Hall chairs. They are also in need of 3 pop-up tents which Theresa said she could get. **William Appel, Jr. made a motion to approve the use of the Town Hall chairs for the Veteran's Memorial Dedication event seconded by Andrew Ballantyne and approved 3-0-0.**

Public Comment:

- a) Shawn Mills was present to discuss the status of the requirements for continued building of his tiny home. There was much discussion as this is something new for the Town of Windsor.
- b) An anonymous letter was read regarding flying the flag at half-mast. The Town of Windsor does not give the authority to fly a flag at half-mast and in no way was it meant to take away from the observance of it. We really appreciate the public reading the Town Minutes and accepting clarification of the minutes dated June 22, 2021. The Town will follow the statutes in place. **William Appel, Jr. made a motion to accept as written Title 4, United State Code Chapter 1 of flying the flag at half-mast seconded by Andrew Ballantyne and approved 3-0-0.**
- c) A question was asked and answered by an anonymous person when should small flags displayed on graves on Memorial Day be removed? The answer given was All Legion posts should follow the practice of removing flags from Veteran's graves as soon as possible after Memorial Day. The Town of Windsor is the one who puts the flags on the Veteran's graves for Memorial Day and not the Legion. The Town has been approached and asked in the past why can't their flags stay longer. The Board of Selectmen knowing that the Town pays for the flags have decided to keep them out longer per Title 30-A § 2901.

Consideration of Warrants # 3 and # 4: William Appel, Jr. made a motion to approve Warrants # 3 and # 4 seconded by Andrew Ballantyne and approved 3-0-0.

Town Manager's Items: Andrew Ballantyne made a motion to suspend as Board of Selectmen and convene as Board of Assessors at 7:43 p.m. seconded by William Appel, Jr. and approved 3-0-0. An abatement has been prepared for consideration in the amount of \$51.20 plus interest to Kevin Tillson for a business that closed in 2019. **Andrew Ballantyne made a motion to approve the abatement for Kevin Tillson in the amount of \$51.20 for the business that closed in 2019 seconded by William Appel, Jr. and approved 3-0-0.** **Andrew Ballantyne made a motion to adjourn as Board of Assessors and reconvene as Board of Selectmen at 7:45 p.m. seconded by William Appel, Jr. and approved 3-0-0.**

Selectmen's Items: Nothing new.

Ray Bates adjourned the Board of Selectmen's Meeting at 7:45 p.m.

These minutes were approved by the Board of Selectmen on August 3, 2021.

The next Regular Board of Selectmen's Meeting will be Tuesday, August 3, 2021, at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

Kyoko Roderick
Board of Selectmen Secretary