



BOARD OF SELECTMEN RECORD OF MEETING
AUGUST 3, 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, and William Appel, Jr.

Members Absent: Andrew Ballantyne.

Public Attending: Tom Reed and Ken Knight.

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: **Richard H. Gray, Jr. made a motion to approve the July 6, 2021, and July 20, 2021, minutes as read seconded by William Appel, Jr. and approved 4-0-0.**

Public Works:

- a) The chip seal on Reed Road is done. It took 3 days due to the weather. There is still some loose debris that needs to be swept away and will settle as the road is driven on.
- b) Theresa suggested getting a hold of Dave Allen with DOT for speed signs for Reed Road since it is now a Default Road (speed limit of 45). **William Appel, Jr. moved to have Theresa Haskell contact DOT and suggest they come and review Reed Road for possible speed road signage seconded by Ronald F. Brann and approved 4-0-0.**
- c) The guard rails at the at the Transfer Station have been fixed.
- d) The 2007 International Truck is ready to be sold.

Transfer Station:

- a) Theresa distributed the monthly report, and it shows earned so far this year is \$8,370.47 which is up \$637.62 from this time last year.
- b) There are 2 more interviews set up for the Transfer Station Attendant.
- c) Richard H. Gray, Jr. asked for clarification on the recycling process and what would we do to get this out for people. Theresa said we can create a flyer to educate residents on proper recycling and see how other towns do this.
- d) It was discussed that during Windsor Fair Week the Transfer Station reduce the hours to 9:00 a.m. to 12:00 p.m. on the Saturday during fair week. However, this year both attendants are asking for time off, so it was suggested to close the Transfer Station for Saturday, September 4, 2021. **Ronald F. Brann made a motion to close the Transfer Station on Saturday, September 4, 2021, seconded by Richard H. Gray, Jr. and approved 4-0-0.** Signs will be made to inform residents of the Saturday closure and it will be on the electronic sign as well.

Animal Control Officer: Nothing new.

Cemetery Sexton:

- a) There were 2 cemetery lots sold at Resthaven. Vada Rose purchased RHS #98A-A, B and C and Cheryl L. Pratt purchased RHS #67A-A, B and C. **William Appel, Jr. made a motion to approve the Cemetery Lot Conveyance for Vada Rose at RHS #98A-A, B, and C and Cheryl L. Pratt at RHS #67A-A, B, and C seconded by Richard H. Gray, Jr. and approved 4-0-0.**
- b) In a prior meeting it was suggested that the flagpole at the Veteran's Monument go back to the person who purchased it. Scott Pierce has said he does not want the flagpole back and to sell it and donate the proceeds to the Veteran's Memorial Fund. A question was raised on who will take the old flagpole down when the new one is put up. Ronald F. Brann suggested Public Works take the old pole down.
- c) Joyce wanted to thank Public Works for removing the shrubs at Dyer Hill Cemetery. Some of the stones couldn't even be seen due to the shrubs.
- d) Tom Reed did some research on the well pump at Resthaven that needed to be fixed. The cylinder couldn't be replaced so Tom greased it and now it seems to work. He stated the cylinder should be cleaned every 5 years. Theresa spoke to Lee at Bison Pump and advised that the Town is still planning on purchasing the refurbished pump for \$600.00.
- e) A Veteran's Memorial Monument Meeting was held on August 2, 2021, and it was decided that flyers/invitations for the Veteran's Memorial Dedication will be included in the tax bills that will be going out soon.
- f) October 10, 2020 was the cut off time for names to be submitted to be put on the Veteran's Memorial Wall. If the information was not received by then there would be a \$275.00 fee to have the name added. A few people have reached out to Joyce regarding missing names.
- g) Joyce said we will need help setting up for the September 11, 2021 ceremony. William Appel Jr. and Ronald F. Brann said they will help.

Public Comment:

- a) Ken Knight was present to talk with the Board of Selectmen the possibility of doing the mulching on the sides of the roads for Windsor when needed. There was much discussion regarding this and would need to go out for bid if this is something that is decided.
- b) Tom Reed wanted to thank Public Works for the work on Reed Road as it seems to have slowed the traffic some.

Consideration of Warrants #5 and #6: Ronald F. Brann made a motion to approve Warrants #5 and #6 seconded by Richard H. Gray, Jr. and approved 4-0-0.

Town Manager's Items:

- a) Theresa read a Press Release from Maine Municipal Association regarding the Town of Windsor receiving a \$2,383.00 dividend check for its good performance and loss prevention programs. This press release is posted on the Town Website under The Town Hub.
- b) Theresa read an email from Rick Drew regarding the mowing delays.
- c) Theresa said the projected Revenue Sharing numbers has changed again but it still shows we will be getting more than what was budgeted.
- d) Travis from Transco talked to Theresa regarding a new contract and possibly a new copier for the Town Office. There are some scanning/faxing/emailing options that we currently don't have with the current copier that would help when dealing with tax cards and other information when requested. This will save the Town over \$30.00 a month. **William Appel, Jr. made a motion to approve the new contract and new copier for the Town Office seconded by Richard H. Gray, Jr. and approved 4-0-0.**
- e) On August 27, 2021, at 7:00 p.m. upstairs in the Town Hall, there will be a free concert with Downeast Brass Quintet doing a fundraiser for The Maine Chapter of the Alzheimer's Association and will be featuring the life and music of Glen Campbell.

Selectmen's Items:

- a) Richard H. Gray, Jr. stated that he was down at the Transfer Station for some time and noticed the good customer service from the attendants to the customers. William Appel, Jr. also said that other residents have complimented the Transfer Station Attendants as well as the Front Office personnel.

Ray Bates adjourned the Board of Selectmen's Meeting at 8:03 p.m.

These minutes were approved by the Board of Selectmen on August 17, 2021.

The next Regular Board of Selectmen's Meeting will be Tuesday, August 17, 2021, at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

Kyoko Roderick
Board of Selectmen Secretary