



SELECT BOARD RECORD OF MEETING  
JULY 5, 2022  
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 Select Board Members.

**Members Present:** Ray Bates, Ronald F. Brann, Richard H. Gray Jr. (arriving at 6:05 p.m.), Jr., William Appel, Jr., and Andrew Ballantyne.

**Members Absent:** None.

**Public Attending:** Tom Reed and Moira Teekema.

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

Ray Bates called the meeting to order at 6:05 p.m. with the Pledge of Allegiance.

Previous Meeting Minutes: **William Appel, Jr. made a motion to approve the June 7, 2022 and June 21, 2022, as presented, seconded by Andrew Ballantyne and approved 5-0-0. William Appel, Jr. made a motion to approve the June 16, 2022, Town Warrant minutes as read seconded by Ronald F. Brann and approved 5-0-0.**

**Public Works** – Keith is on vacation this week. Theresa reported that Tim has fixed shoulders on Crosby Road. He has also been cutting brush on Weeks Mills Road. The speed limit sign will be put up next week.

**Transfer Station** – Theresa handed out the monthly numbers. We are up \$1,925.19 more than this time in June last year. We received a metal reimbursement of \$1,291.00 making the total for the year of \$84,976.49 which was up from this time last year. Sean reported that it has been slow but is expecting Wednesday to be busy due to 4<sup>th</sup> of July. The Grimmel can was picked up last Friday. Painting has been started on the deck plate but is taking a little longer due to the humidity.

**Animal Control Officer** – Nothing new.

**Cemetery Sexton** –

- a) Discussion continued regarding the stone that was placed incorrectly. The family cancelled the burial and want the stone relocated correctly. Collette is willing to move the stone at no cost. Joyce is asking for approval to take money from the Cemetery budget to pay Collette for mileage to come and move the stone. She suggested \$1.00 per mile which comes out to be \$84.00. **William Appel, Jr. made a motion to approve mileage in the amount of \$84.00 to Collette for coming out and moving a misplaced stone seconded by Ronald F. Brann and approved 5-0-0.**
- b) Moira and Sean started painting the fences at the cemetery and got 7 panels done. Joyce raised a concern about asking for volunteers working on a Sunday. Since it is strictly volunteer, they have the option to work or not.
- c) Bob and Liz Harriman have recently completed 409 stones with 2 sprayings, 55 stones still need a 2<sup>nd</sup> coat. In total they have sprayed 819 stones.

- d) S. Misciadri & Sons came in and removed a stone for engraving without first notifying Joyce. This has happened in the past and have been advised they need to inform the Cemetery Sexton before removing stones. Joyce is asking for the Select Board to sign a drafted letter to inform them of the State Guidelines that need to be followed when removing a stone from any cemetery. **William Appel, Jr. moved to have the Select Board sign a drafted letter to S. Misciadri & Sons regarding the removal of stones from the cemetery seconded by Andrew Ballantyne and approved 5-0-0.**

**Public Comment:** Moira Teekema donated a sign to the Food Bank and is asking to put the sign on the garage to direct residents to the Food Bank. She has also asked for \$85.00 for white lettering which will be reimbursed by the Food Bank. **Andrew Ballantyne made a motion to approve putting the sign on the garage and to have the Food Bank pay for the lettering, seconded by William Appel, Jr. and approved 5-0-0.**

**Consideration of Warrants #1 and #2: Andrew Ballantyne made a motion to approve Warrants #1 and #2 seconded by Richard H. Gray Jr. and approved 5-0-0.**

**Town Manager's Items:**

- a) Theresa received a Ballot for Election to MMA's Legislative Policy Committee. **Andrew Ballantyne made a motion to approve the candidates (Sarah Macy and Dusty Jones) on the Ballot as presented, seconded by Richard H. Gray, Jr. and approved 5-0-0.**
- b) There is an appointment for Chris Haiss for Appeals Board Member. **Andrew Ballantyne made a motion to appoint Chris Haiss for Appeals Board Member seconded by Ray Bates and approved 5-0-0.**
- c) There is a Pole Permit request on Taylor Road. **Andrew Ballantyne made a motion to approve the Pole Permit request on the Taylor Road as presented, seconded by William Appel, Jr and approved 5-0-0.**
- d) Theresa was asked to inquire why there was such a big increase in coverage on the sand/salt shed. The following 4 items were given as the impact on the increase.
- Originally it was an unfinished building. It has since been completed.
  - In 2017 the footage of the building was 21 ft. In 2022 it has been determined that it's actually 27 ft.
  - In 2017 Marshal Swift did the surveying. In 2022 it is now Corelogic.
  - It has been 5 years since it was last surveyed.
- Ronald F. Brann made a motion to pay the increase of \$500.00 per year for the increased coverage on the sand/salt shed seconded by Andrew Ballantyne and approved 5-0-0.**
- e) Theresa advised the Select Board to save the date of July 13 for the Windsor Fair Supper.
- f) The Town has received the 2<sup>nd</sup> ARPA funds of \$137,935.89. Theresa mentioned that the original quote for the radio communications has increased by 12.2%.
- g) There was discussion of a Special Town Meeting to be held August 2<sup>nd</sup> at 6:30 p.m. with the Select Board Meeting starting at 6:00 p.m. then suspending for the Special Town Meeting at 6:30 p.m. It was suggested to close the office at 5:30 p.m. as the staff will need to participate in the Special Town Meeting.

**Select Board Items:** William Appel, Jr. will be on vacation and will not be at the July 19<sup>th</sup> Select Board Meeting.

**Ray Bates adjourned the Select Board Meeting at 7:46 p.m.**

These minutes were approved by the Select Board on July 19, 2022.

**The next Regular Select Board Meeting will be Tuesday, July 19, 2022, at 6:00 p.m. at the Windsor Town Hall.**

Respectfully Submitted,

Kyoko Roderick  
Select Board Secretary