



SELECT BOARD RECORD OF MEETING  
OCTOBER 25, 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, William Appel Jr., and Andrew Ballantyne (arriving at 6:09 p.m.).

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

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

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

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

Previous Meeting Minutes: **William Appel Jr. made a motion to approve the October 11, 2022 Select Board Minutes as read seconded by Andrew Ballantyne and approved 3-0-0.**

**Public Works:** All is good.

**Transfer Station:** Sean said there is a 55 gallon drum that they have been putting newspaper in for the residents to take as a fire starter. A schedule date hasn't been set yet for the tire pick up. The AC's has been scheduled and will be picked up by someone new which was suggested by Victor. A reminder was made that propane tanks are not accepted at the Transfer Station. Sean complimented that while he was out on Saturday, Jeff and Hunter really stepped up and took charge.

**Animal Control Officer:** Nothing new.

**Cemetery Sexton:**

- a) There are two Cemetery Lot Conveyances one for Susan M. Dodge Lot RHS #127 I-CG and Thomas S. and Bonnie D. Squiers Lot RHS #118 – A, B, C, D, E, and F. **William Appel Jr. made a motion to approve the Cemetery Lot Conveyance for Susan M. Dodge Lot RHS #127 I-CG and for Thomas S. and Bonnie D. Squiers Lot RHS #118-A, B, C, D, E, and F seconded by Andrew Ballantyne and approved 3-0-0.**
- b) Theresa read a letter that was written and is asking for the Select Board's approval to send it regarding the unauthorized placement of a bench at Resthaven Cemetery. **William Appel Jr. made a motion to approve and sign the letter written regarding the unauthorized placement of a bench at Resthaven Cemetery seconded by Andrew Ballantyne and approved 3-0-0.**
- c) Joyce will be putting the gates up on October 30<sup>th</sup> at the Cemeteries.
- d) The cleaning of the stones at Oak Hill Cemetery are complete. Resthaven stones are complete up to the 4 corner post area. 175 stones have been cleaned and sprayed, approximately 232 stones have the 1<sup>st</sup> coat done. Moira Teekema has been volunteering to clean stones at Windsor Neck Cemetery and has a row and a half completed.
- e) The concrete at the Windsor Veteran's Memorial is ready to be poured.

- f) Joyce had the Public Works go and look at the grass clippings area that has created an odor. Keith went and pushed gravel over the grass clippings in hopes this would stop the odor because it would take a lot of lyme to cover it.

**Public Comment:** Tom Reed mentioned that during the Cemetery Meeting on Monday, there was discussion on the definition of a Green Cemetery and if it this was a possibility in Windsor due to the limited space at the cemeteries. The Cemetery Committee voted against it at this time since there was not enough information presented. Tom brought an explanation to the Select Board who agreed with the Cemetery Committee's decision.

**Consideration of Warrants #18 and #19: William Appel Jr. made a motion to approve Warrants #18 and #19 seconded by Andrew Ballantyne and approved 3-0-0.**

**Town Manager's Items:**

- a) Theresa handed out the 3 Month Budget and explained where we stand. We should be at 25% of budget for this time. However, we are currently at 39.21% of budget due to a few areas that we pay either 6 months or in full for the year. A few to list are Annual Memberships, Auditing, Harris Local Government (which is TRIO), and Computer Service Contract (which is our block hours for IT services). In the end these will all balance out. William Appel Jr. asked about thoughts on road scheduling. Theresa feels not many roads need repairs and will evaluate as the need arises. There was some discussion of chip sealing the roads less traveled. If we only used 25% of Major Road Construction than the 3-month budget would be at 23.05%.
- b) There is a Public Hearing on Wednesday, October 26, 2022, at 6:30 p.m. at the Town Hall for the Warrant Articles for the November 9<sup>th</sup> Special Town Meeting.
- c) Voting will take place on Tuesday, November 8, 2022, from 8:00 a.m. to 8:00 p.m. at the Windsor School. There will also be a Special Town Meeting on Wednesday, November 9, 2022, at the Town Office at 6:30 p.m.
- d) Theresa suggested the Select Board Meeting for Tuesday, November 8<sup>th</sup> be moved to Monday, November 7<sup>th</sup> at 6:00 p.m. due to voting on Tuesday. **William Appel Jr. made a motion to move the Select Board Meeting from Tuesday, November 8<sup>th</sup> to Monday, November 7<sup>th</sup> at 6:00 p.m. due to voting on Tuesday seconded by Andrew Ballantyne and approved 3-0-0.** There is also a Planning Board Meeting on Monday, November 7<sup>th</sup> at 7:00 p.m. after the Select Board Meeting.
- e) Theresa discussed the changes for General Assistance that she received from the class she attended on Friday, October 21<sup>st</sup>. There was much discussion on GA qualifications.

**Select Board Items:** None

**Ray Bates adjourned the Select Board Meeting at 7:27 p.m.**

These minutes were approved by the Select Board on November 7, 2022.

**The next Regular Select Board Meeting will be Monday November 7, 2022, at 6:00 p.m. at the Windsor Town Hall.**

Respectfully Submitted,

Kyoko Roderick  
Select Board Secretary