



SELECT BOARD RECORD OF MEETING  
NOVEMBER 22, 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, Richard H. Gray Jr., and Ronald F. Brann.

**Members Absent:** Andrew Ballantyne and William Appel Jr.

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

**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 6:00p.m. with the Pledge of Allegiance.

Previous Meeting Minutes: **Ronald F. Brann made a motion to approve the November 7, 2022, minutes and November 9, 2022 Special Town Meeting minutes as read seconded by Richard H. Gray Jr. and approved 3-0-0.**

**Public Works:** Theresa reported in Keith's absence that it hasn't been busy, so they have been leaving early.

**Transfer Station:** Sean says it has been busy but quiet. There was discussion on whether we want to continue to take in propane tanks or not. Sean said he has spoken to a company who prefers to do pickups of at least 50 tanks, however, may consider picking up less. We have not had 50 total in the past 6 years. Based on last year's holiday schedule and the closure of the Transfer Station, Sean is asking to have the 4<sup>th</sup> person scheduled to help with the post-holiday rush.

**Animal Control Officer:** None.

**Cemetery Sexton:**

- a) Joyce thanked Moira Teekema for her volunteer work at the Windsor Neck Cemetery cleaning stones.
- b) The stones at North Windsor Baptist have not been sprayed yet because the warning label on the cleaner states to stay 100 feet away from wells. Richard H. Gray Jr. said the well is more than 100 feet from where the spraying needs to be done.
- c) Samantha Stuart called and would like to sell back to the Town her lot at Oak Hill because her father is going to be buried near her. **Ronald F. Brann made a motion to authorize the Town to purchase back Lot KG16 and KG17 at Oak Hill from Samantha Stuart for \$1,400.00 with Samantha Stuart paying a \$25.00 documentation/recording fee seconded by Richard H. Gray Jr. and approved 3-0-0.**
- d) Joyce handed out the Cemetery Rules that were proposed by the Cemetery Committee. There was much discussion and a revision to the rules for the sale of lots. **Ronald F. Brann made a motion to adopt the Cemetery Rules as amended seconded by Richard H. Gray Jr. and approved 3-0-0.**

**Public Comment:** Moira Teekema mentioned that the lights on the outside ramp of the Food Bank were not working. Theresa said she will contact JNM Electric to come out and look at it. Theresa mentioned the Food Bank raised \$1,016.00 at the bake sale that was held at Hussey's on November 19, 2022.

**Consideration of Warrants #22 and #23: Ronald F. Brann made a motion to approve Warrants #22 and #23 seconded by Richard H. Gray Jr. and approved 3-0-0.**

**Town Manager's Items:**

- a) There is an available position on the Planning Board Committee for an alternate which David Landmann has expressed interest in. **Richard H. Gray Jr. made a motion to appoint David Landmann as an alternate for the Planning Board Committee seconded by Ronald F. Brann and approved 3-0-0.**
- b) Theresa mentioned that the Building Code has not been reviewed since 2006. The Select Board is requesting that the Planning Board Committee review the current Building Code. Theresa will send the current code to Joel Greenwood at KVCOG to review.
- c) Theresa received a document on 11/10/2022 updating the General Assistance Ordinance from 2021 to 2022. There will need to be another Public Hearing to accept the updated document. The Select Board will hold a Public Hearing at the start of the Select Board Meeting on December 6<sup>th</sup> at 6:00 p.m.
- d) There is a request to have the 3 Windsor RSU members, Superintendent, and Windsor School Principal attend the December 6<sup>th</sup> Select Board Meeting. Theresa will send out an email invite.
- e) The contract from Mid Maine Generator for the fire department tower generator came in at \$10,800.00 which was \$700.00 less than the original estimate of \$11,500.00. The contract has been signed and the work will be starting soon.
- f) Kevin Ready mentioned to Theresa that they may need a few more pagers for the radio communications. Since the price has already been voted on, they may need to get a separate quote if it exceeds the approved amount.
- g) Theresa requested the office to be closed from 12:00 p.m. to 2:00 p.m. on Monday, December 19<sup>th</sup> for the employees. The Select Board approved.
- h) Theresa read a letter from CMP regarding an upcoming project notification.

**Select Board Items:** Ray Bates asked when the Tax Stabilization form needed to be turned in. Theresa responded that it is due by December 1<sup>st</sup> and that she would put a message on the electronic sign.

**Ray Bates adjourned the Select Board Meeting at 7:45 p.m.**

These minutes were approved by the Select Board on \_\_\_\_\_

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

Respectfully Submitted,

Kyoko Roderick  
Select Board Secretary