



SELECT BOARD RECORD OF MEETING  
JANUARY 31, 2023  
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., William Appel Jr. and Andrew Ballantyne (arrived at 6:01 p.m.).

**Public Attending:** Tom Reed, Moira Teekema and Allison Whynot.

**Employees Attending:** Theresa L. Haskell (*Town Manager*), Keith Hall (*Public Works Supervisor*), Sean Teekema (*Transfer Station Supervisor*), and Timothy Coston (*Public Works Driver/Laborer*).

Ray Bates opened with the Pledge of Allegiance at 6:00 p.m.

Previous Meeting Minutes: **Richard H. Gray Jr., made a motion to approve the Regular Select Board Minutes dated January 17, 2023, as presented, seconded by William Appel Jr., and approved 4-0-0.**

**Public Works – Keith Hall reported the following.**

- a.) There have been a few repairs needed on the trucks and it has been hard to get some parts. We had to replace an air can on Tim's truck and an air valve on Jimmy's truck.
- b.) These storms have been very long.
- c.) The Morton Salt hired driver from Frank Jr. Trucking crushed a couple panels on the garage door when delivering salt. We are in the process of getting a quote from Lee's Garage Door to send the bill over to Morton Salt. Luckily it didn't do anything to the tracks.
- d.) We are going through a lot of sand/salt for the residents since we have had a lot of ice.
- e.) We may need to budget more in next year for maintenance on the trucks since B & P Garage is closing and we will have to go elsewhere which will be more expensive. Also going somewhere else when a truck needs to be fixed could take longer and we will want to take that in consideration when doing the budget. We could also have a potential issue when a truck needs to be fixed if it is down for a long period of time. Keith said he may be able to talk with China if we run into a situation when we need a hose.

**Transfer Station – Sean Teekema reported the following.**

- a.) The Metal can was hauled off on January 25, 2023.
- b.) They have been making sure the Transfer Station area is shoveled and sanded for residents and employees.
- c.) They are not letting residents go down back because of how slippery it has been.

**Animal Control Officer:** Nothing to report.

**Cemetery Sexton:** Nothing to report.

**RSU #12Update:** No one here to report.

Theresa said Howie Tuttle will be presenting the RSU #12 2023/2024 budget to the Windsor Select Board on March 28, 2023.

**Public Comment:**

Tim Coston asked about getting the Town to allow Compensation Time like we had once before. The Select Board said they would like to discuss this further at the next meeting.

**Consideration of Warrants #34 and #35 – Ronald F. Brann made a motion to approve Warrants #34, and #35 seconded by Andrew Ballantyne and approved 5-0-0.**

**Town Manager's Items – Theresa L. Haskell reported the following.**

- a.) Theresa handed out the 6 Month Budget figures for 2022/2023. The actual budget is at 52.34% and after taking out half of the Major Road Construction (instead of the full 100%), our 50% budget would be at 40.48%.
- b.) Theresa said the vault has a very small area with baseboard heat and this hasn't been working properly. She has received a quote from C. B. Haskell to install other means of heat but this will need to be looking into further. One suggestion was to increase the pipe size since this is the end of the zone run.
- c.) Theresa said the Town's website has not been backed up and now has been. She is suggesting that we have in the budget next year for someone to administer the website.
- d.) Theresa said she has received five applications for the posted jobs and will be looking at doing interviews next week.
- e.) There has been some concern regarding Delta Ambulance and the service we recently received on a call in Windsor. Theresa said we will be getting a contract from them soon regarding the new cost that the Town will be facing which could be around \$40,000.00 and we will have to put this in next years budget. Much discussion.

**Select Board Items:**

- a.) Town Hub – nothing at this time.
- b.) **William Appel made a motion to go into executive session pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters at 7:48 p.m. and to include the Town Manager, Theresa L. Haskell, seconded by Ronald F. Brann and approved 5-0-0. The Select Board came out of executive session at 8:55 p.m.**

**Ray Bates adjourned the Select Board Meeting at 8:56 p.m.**

These minutes were approved by the Select Board on February 14, 2023.

**Their will be a Special Select Board's Meeting on Tuesday, February 7, 2023 to discuss the 2023/2024 Proposed Budget at 6:00 p.m. at the Windsor Town Hall.**

**The next Regular Select Board Meeting will be Tuesday, February 14, 2023, at 6:00 p.m. at the Windsor Town Hall.**

Respectfully Submitted,

Theresa L. Haskell  
Town Manager