



SELECT BOARD RECORD OF MEETING
APRIL 25, 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. (arrived 6:05), William Appel Jr., and Andrew Ballantyne.

Public Attending: Tom Reed, Sandra Grecenko, Chester Barnes, Moira Teekema and Tom McNaughton.

Employees Attending: Theresa L. Haskell (*Town Manager*), Kathy Johnson (*Tax Collector/Bookkeeper*), Keith Hall (*Public Works Road Supervisor*), Sean Teekema (*Transfer Station Supervisor*).

Ray Bates opened with the Pledge of Allegiance at 6:01 p.m.

Previous Meeting Minutes: **Andrew Ballantyne made a motion to approve the Regular Select Board Minutes dated March 28, 2023, and April 11, 2023, as presented, seconded by Ronald F. Brann and approved 5-0-0.**

Public Works – Keith Hall reported the following.

- a.) Plow gear is off and put away for the season. Chains are fixed.
- b.) The Request for Proposals (RFP'S) for Major Road Construction and Roadside Mowing and Roadside Brush Cutting will be going out and will need to be returned back on Tuesday, May 9, 2023.
- c.) Public Works fixed the fence on the corner of S. Belfast Road and Pinkham Road, at the Parke Property which is owned by the Town that the Boys Scouts put up where a large tree limb had fallen on the fence and broken a section of it. It is now repaired, and limbs have been picked up and removed.
- d.) Theresa gave an update on bridge inspections. Overall, the bridges are in good condition. All the scores were reported back from the inspections as 7 and 8 for culverts and the channels. The scale for scoring goes from a 9 being very good down to a 2 being poor.
- e.) The Transfer Station Way Road that leads to the Transfer Station and Public Works needs road repair. Ronald suggested we find out the cost to pave the short distance of road. Theresa suggested putting in an RFP to pave the short roadway. Keith will do a measurement.

Transfer Station – Sean Teekema reported the following.

- a.) Sean would like to thank Bill and Carson Appel for helping at the Transfer Station on Saturday. He would also like to thank Tim from Public Works for all his help last week at the Transfer Station when they were shorthanded, it was very much appreciated.
- b.) The Hazardous Waste Program Day that was at the Town of China's Transfer Station on April 22, 2023 was a big hit. They filled an 18wheeler. There were tons of TV's brought in. It was mentioned several times by the public that they would like to see this become a yearly event. The numbers were close to 320-350, for the total community turnout. The lines were nonstop and long but flowed nicely throughout the day. Joyce mentioned it was "extremely organized". Ray also said the process was quite good and efficient. Sean mentioned that the Town of China is talking with KVGOG to perhaps keep this as an ongoing event, and they are seeking other locations that may work better for traffic flow.

- c.) Theresa asked for an update on Windsor's T.V.'s and light bulb pick up. Sean said the price he got from North Coast Services was \$170.00 for the 1st hour then they charge an hourly rate thereafter. He also spoke to an out of state company and they charge \$2,000.00 just to show up. Theresa would like to talk more about moving forward with North Coast Services to get the T.V.'s picked up.
- d.) Sean gave a brief update on the Transfer Station Committee. It was noted they may need a 100-foot distance from the Transfer Station cap to where the compost pile will be located. When a measurement was taken, 100 feet would end in the middle of the cap. This would not provide enough room for the compost area. Sean mentioned Emmett had a conversation with Mark from DEP, Mark said there is no issue with a 100-foot distance. More discussion to be had.
- e.) Theresa reported that a survey of questions referring to having composting available at The Windsor Transfer Station has been drafted. It has been decided to hold off on circulating surveys until the 100-foot question has been answered.
- f.) Theresa Haskell mentioned we will need to talk with the Windsor Fair Association and get permission regarding composting. It was suggested if this is something The Town should ask if this will need to be built into the lease that Town of Windsor holds within the \$1.00 lease agreement or at least getting a confirmation letter if they approve. It would be a good idea to offer an invitation to the Windsor Fair Association to attend a Transfer Station Committee Meeting.
- g.) Theresa reported she and Joyce followed up on past Windsor Transfer Station Committee member list and found names that were not mentioned during last the last Select Board Meeting while listing members of the committee. Theresa asked the Select Board to add two names, David Coombs and John Deeds to the committee. **William Appel Jr. made a motion to add David Coombs and John Deeds to the Windsor Transfer Station Committee, seconded by Richard H. Gray Jr. and approved 5-0-0.**

Animal Control Officer: Nothing to report.

Cemetery Sexton: Joyce reported the following.

- a.) May 1st cemeteries will be open. It is dry enough to open this year.
- b.) This year putting flags out for Memorial Day will be done by the Girl Scouts. Overseeing the Girl Scouts will be Bonnie Squires and her two grandchildren. Removal of flags will be done by the Boys Scouts. Overseeing the removal and burning of the flags by the Boy Scouts will be Richard H. Gray Jr.

RSU #12Update: No one here to report.

Public Comment:

- a.) Sandra Grecenko has come to request a 911 address. Sandra has property, no residence, on Barton Road in Windsor. She said she has had past conversations with Theresa and Arthur about obtaining a 911 address. On her property she does keep livestock, she also has structures, but she does not reside on the property. There is no well or septic on the property. There is power. Theresa let Sandra know she would need to set an appointment with Arthur Strout, Code Enforcement Officer, to see if a 911 address can be established. Select Board members Ray Bates and Richard H. Gray Jr. also got additional information from Sandra regarding her need for a 911 address. Sandra is not sure currently if she is going to be building a home on the property on Barton Road in Windsor. She takes care of her livestock that are on the property by bringing in feed and has set up a system to generate water for the livestock from rainfall. Sandra said she will contact Arthur and set up a meeting to discuss next steps.
- b.) Moria Teekema announced she will continue cleaning at Windsor Neck Cemetery. She also has some others in the community that would be interested in volunteering, cleaning the cemeteries and stones. She will get the names to Joyce to get the appropriate volunteer paperwork completed.

Consideration of Warrants #47 and #48 – William Appel Jr. made a motion to approve Warrants #47 and #48, seconded by Andrew Ballantyne and approved 5-0-0.

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

- a.) Theresa asked the Select Board to appoint Arthur Strout as Windsor Building Official. **Richard H. Gray Jr. made a motion to appoint Arthur Strout as Windsor Building Official, seconded by Andrew Ballantyne and approved 5-0-0.**
- b.) Theresa received a letter from Department of Transportation indicating that All State Asphalt will be resurfacing Route 105 (South Belfast Road) from Augusta to Somerville.
- c.) Theresa asked the Select Board to use the remainder of ARPA funds that were approved for up to \$35,000.00 for the Windsor Rescue’s Defibrillator to purchase a battery for this defibrillator. The cost for the battery is \$440.44 and this will not go over the \$35,000.00 that was approved by townspeople. Theresa also asked that the Select Board approve the \$440.44 be done as manual check. **William Appel Jr. made a motion to use the ARPA funds for a battery for the Windsor Rescue’s Defibrillator that was originally approved by the townspeople which is needed that totaled \$440.44 and to send a manual check, seconded by Andrew Ballantyne and approved 5-0-0.**
- d.) Theresa received a special presentation invitation from CMP. The date is Monday May 22nd. The presentation will provide insights and updates on the Central Maine Power territory that serves our community. Theresa will attend. She asked if any other Select Board members would like to attend to let her know and Ray Bates said he would also like to attend.
- e.) Theresa gave a brief update on the lift at the Windsor Town Office. She has got some more information to check out and she will be making phone calls and possibly having a meeting with a contractor. More to come.
- f.) Theresa announced, mark your calendar. Wednesday, August 23, 2023, at 7:00 p.m. Down East Brass will perform a Tribute to Frank Sinatra. Proceeds to go to the Windsor Veterans Memorial Fund. This will be held upstairs at the Windsor Town Hall.
- g.) Theresa said the Legislature are looking at LD 461 “An Act Regarding Private Roads” which Municipalities will need to develop or update list of town ways, private ways, and private roads. Each municipality will have to have this given to the Department of Transportation by November 1, 2023 and municipalities shall establish standards for private road construction by November 1, 2024. This is a lot of work. Also, LD 1177 would increase Municipal solid waste and Construction Debris \$5.00 more per Ton.
- h.) Theresa gave an update on the Emergency Ambulance Service Agreement, Delta Agreement. Theresa reviewed additions and suggestions that were placed within the agreement by the Towns attorney. Ray mentioned he met with Maine State Representative Katrina Smith. In conversation it was mentioned a bill is in the works, LD1602, ambulance services being paid for by insurance companies, not by the Town. In theory the insurance company would be paying out about \$15.00 per head. Theresa and the Select Board will hold off submitting the agreement to Delta for review a while longer to see if any other questions arise or if any other additions need to be made to the agreement.

Select Board Items:

- a.) Town Hub – Bill asked if there is a public copy of the ordinances available to look at. Theresa answered, yes, there is a public copy available, and Joyce is also working on a digital copy to be available very soon as well.
- b.) Ray is following up on David Shaw property. Ray noted, David came to the Select Board asking to have fines reduced, he was given an opportunity to pay a reduced fine back in February at a considerable reduction. He was given thirty days to pay the reduced fine and asked to clean up his property. Ray wanted to be sure that follow up was being done. Have the next steps been established as neither fine nor clean-up

have taken place at this time. Theresa confirmed that Arthur had been following up and had begun the next steps. The Town of Windsor will also speak to legal counsel as necessary in this case.

Ray Bates adjourned the Select Board Meeting at 8:13 p.m.

These minutes were approved by the Select Board on _____.

The next Regular Select Board Meeting will be Tuesday, May 9, 2023, at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

Kathy Johnson
Select Board Secretary
Tax Collector/Bookkeeper