



SELECT BOARD RECORD OF MEETING
MAY 23, 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.

Public Attending: Thomas Foster, Chester Barnes, Allison Whynot, Moira Teekema, Sean Teekema, Kyoko Roderick, and Tom McNaughton.

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

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

Previous Meeting Minutes: Not available currently for review.

Public Works – Keith Hall reported the following.

- a.) More than half of the winter sand has been brought in. Currently have 800 yards. Public Works should be done getting winter sand in by the end of this week.
- b.) Keith is not sure when paving will begin. Public Works has all measurements completed and roads marked. Public Works may have to re-mark roads and shoulders depending on when paving begins.
- c.) Public Works has been working with Marvin Clark on various Town Roads completing shoulder work. Money is getting tight.
- d.) Keith noted that a portion of the Transfer Station Road project will be completed by Public Works. This will save some money on the Major Road Construction and paving projects budget.
- e.) Ron asked when the Rt 105 paving project was to begin. Theresa Haskell answered, according to the article, the Rt. 105 paving project was to begin 2023. That was the information she had.

Transfer Station – Sean Teekema reported the following.

- a.) Emmett Appel spent time at the Transfer Station on Saturday. Emmett spoke with people in the community about composting. It went well.
- b.) A draft of the Compost Survey was handed out for review. Four questions are on the survey. The survey will be handed out at the Transfer Station and Town Office locations. The survey is to be completed and handed back prior to leaving. It was decided that it will begin circulation this week May 26, 2023.
- c.) Tom Foster of *The Windsor Fair Association* and Arthur Strout, *Code Enforcement Officer*, and *Trustee of The Windsor Fair Association* have been asked to attend the Transfer Station Committee meeting on June 30, 2023, to discuss the compost site at the Windsor Transfer Station. Tom will relay information back to the members of the Windsor Fair Association Trustee Board.
- d.) Richard H. Gray Jr., *Select Board Member*, wanted to use the opportunity while Tom Foster was present to let him know in person that the Town was going to be resurfacing the Transfer Station roadway and the time frame of which it was to be done. Tom was happy this was being done and the

time frame before the Windsor Fair was good. Tom would like to see it completed at least a couple of weeks before the Windsor Fair due to traffic around fair time.

Animal Control Officer:

- a.) Theresa reported that the position for Animal Control Officer will be posted on the web page and advertised on the sign at the Town Office this week.

Cemetery Sexton: Joyce Perry reported the following.

- a.) Joyce reported there were (2) burials on May 19, 2023, (1) burial on May 20, 2023, and (1) burial on May 22, 2023.
- b.) Veterans Remembrance Day is coming up on Monday, May 29, 2023, at 9:30 a.m. This will be held at the Veterans Memorial. Rick is checking on Boy Scouts available to do the flags. Carson Appel will perform taps for the ceremony.
- c.) Flags have been placed at cemeteries in Town. Joyce extends a big thank you to all the volunteers for all their hard work in getting the cemeteries looking so good. The Boy Scouts, supervised by Richard H. Gray Jr., will do removal and disposal of the flags when the time comes.
- d.) Dwight Tibbetts is still planning to do a fundraiser sometime this summer. He is working on it. Date is to be determined. More information to come.
- e.) Joyce handed out a “proof” of what she would like to post on the web page regarding the Towns need for land, for cemetery use. The Board liked the layout and approved it for the web page and will be placed within the 2024 upcoming Tax Bills. Joyce further asked the Select Board if along with other changes and improvements she has been making to the web page if it would be okay if she changed the name of the Town Hub. She would change the Town Hub to Notes and Bulletins under the Select Board heading. The Board was fine with the name change.

RSU #12Update: Theresa L Haskell reported the following.

- a.) The RSU #12 District Budget Meeting will be on 5/24/23 @ Chelsea School, 6:30 p.m.

Public Comment:

- a.) Tom Foster came before the Board asking to purchase (2) plots in Resthaven Cemetery. He apologized for not realizing that there was a cut off for purchasing a cemetery plot or he would have done so much sooner. He mentioned he would have bought many plots for his family if he had known of the deadline. He understands that now with a shortage of cemetery plots, there are few and far between left if any he is only seeking (2). One for himself and one for his wife if the Board would be so generous. **Ronald F. Brann made a motion for the sale of two cemetery plots in Resthaven Cemetery, to Tom Foster for him and his wife Karen Foster as their final resting place, seconded by Andrew Ballantyne and approved 5-0-0.**
- b.) Allison Whynot spoke before the Select Board on behalf of herself and the RSU #12 School Union. She raised concerns of residents of Windsor using the Windsor School as their place of voting on June 13, 2023. Allison said, not only does it disrupt the children and affect their learning, but the children are also afraid. She said parents and teachers say there is too much chaos on voting day, and it shouldn't take place at the school while children are present. She is aware of teachers that will be taking this day as a personal day and parents that will be keeping their children home from school because the Town is using the Windsor School as the voting location. They don't feel it is safe, she said. The Board asked why this was the first time they had heard of any of this, and why Howard Tuttle (*Superintendent, RSU #12*) had not brought it to their attention before now. The Select Board noted to Allison they were under the impression that a Teachers Workshop could have been scheduled for June 13, 2023, when they spoke with Mr. Tuttle in a meeting a while back. Allison didn't have a clear answer as to why a teacher's workshop wasn't scheduled. She only mentioned that Teachers workshops must be scheduled

long in advance. The Select Board responded with, Mr. Tuttle and teachers have known about voting day all school year. Theresa Haskell offered to have Public Works on site at Windsor School on voting day to direct traffic. Theresa will also investigate having some security or police presence on site to help make the students and staff feel more comfortable. The Select Board suggested that Howard Tuttle (*Superintendent, RSU #12*) come speak to the Select Board regarding this matter at a Select Board meeting.

- c.) Chester Barnes opened conversation to Select Board about the increase of crime in the community recently. He wanted to know if there were any ideas about what could be done to slow or prevent this from continuing in the future. The consensus was look out for your neighbors, be more alert to your surroundings and if you can get those security cameras. Theresa mentioned she did have a person stop in at the Town Office saying they would like to be a nighttime watch person. Theresa let them know it isn't a position that the Town is hiring. Neighborhood watch is something the community can all do for each other.

Consideration of Warrants #51 and #52 – Ronald F. Brann made a motion to approve Warrants #51, and #52 seconded by Richard H. Gray Jr. and approved 5-0-0.

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

- a.) Theresa L. Haskell reported that Town of Windsor was awarded \$1,072.76 from the Maine Municipal Association Workers Comp Fund, Safety Grant Program.
- b.) Theresa asked the Select Board to approve CMP pole 06H location on Coopers Mills Road. **Andrew Ballantyne made a motion to approve CMP pole 06H location on the Coopers Mills Road, seconded by William Appel Jr. and approved 5-0-0.**
- c.) Theresa asked the Select Board to approve and sign the Addendum (Supplemental) Town Meeting Warrant to be voted on, on June 13th, 2023. **Andrew Ballantyne made a motion to approve and sign the Addendum (Supplemental) Town Meeting Warrant, seconded by Ronald F. Brann and approved 5-0-0.**
- d.) Theresa talked briefly about a meeting that she and Ray attended on Monday, May 22, 2023 in Augusta at CMP. Both Theresa and Ray were impressed with the control room. They talked about power grids. They were given information on energy costs and how costs are broken down across customers' bills. Theresa showed a color-coded map of areas and how CMP separates each town on the grid. They got some good information from the meeting.
- e.) Theresa made note as a reminder that Maine Scale would be at the Transfer Station on May 24, 2023 at 10:00 a.m.

Select Board Items:

- a.) Town Hub – nothing at this time.
- b.) **Andrew Ballantyne made a motion to go into Executive Session pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters at 7:38 p.m. and to include Sean Teekema, Transfer Station Supervisor and Theresa L. Haskell, Town Manager, seconded by William Appel Jr. and approved 5-0-0.** The Select Board came out of Executive Session at 8:03 p.m. **Richard H. Gray Jr. made a motion to have the Town Manager manage the Transfer Station Supervisor's pay for attending the Transfer Station Committee meetings, seconded by Ronald F. Brann and approved 5-0-0.**

Ray Bates adjourned the Select Board Meeting at 8:05 p.m.

These minutes were approved by the Select Board on _____.

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

Respectfully Submitted,

Kathy Johnson
Select Board Secretary
Tax Collector/Bookkeeper/Deputy Clerk