



SELECT BOARD RECORD OF MEETING  
JUNE 6, 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:** Tom Reed, Kyoko Roderick, Jim Roderick and Tom McNaughton.

**Employees Attending:** Theresa L. Haskell (*Town Manager*), Joyce Perry (*Cemetery Sexton*), Kathy Johnson (*Tax Collector/Bookkeeper/Deputy Clerk*), and Keith Hall (*Public Works Supervisor*).

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

**William Appel Jr. made a motion to have Richard H. Gray Jr. be Chair at tonight's Select Board Meeting as this is his last Select Board Meeting, seconded by Ray Bates and approved 3-0-1 Richard H. Gray Jr. abstained.**

Previous Meeting Minutes: **Ray Bates made a motion to approve the Regular Select Board Minutes dated May 9, 2023, and May 23, 2023, as presented, seconded by William Appel Jr., and approved 4-0-0.**

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

- a.) Public Works has been doing shoulder work on various roads all week, this should be completed by Thursday. Keith has been in touch with a tree service to take care of tree work. The price he received was \$3,200.00 per day. Public Works will help with the tree work feeding trees into the chipper as the tree service cuts. They will work with what is left in the budget and get as much as they can done.
- b.) Grant money was used to purchase chaps and helmets for Public Works. The remainder of the tool budget was used on ECHO equipment at Manchester Motors.
- c.) Public Works trimmed lots of overhanging brush by Jay Hussey's. Got the area looking much better.
- d.) The sand shed needs repairs. The roof cap, siding, and other areas need fixing. The building is very old, and it needs attention. Keith will get a better list of repairs and some quotes on repair costs.
- e.) Theresa reported that there will be (3) Public Works staff or other volunteers on site at the Windsor School to direct traffic during the hours of 7:30 a.m. - 8:30 a.m. and 2:00 p.m. - 3:00 p.m. on voting day June 13, 2023. Public Works has been instructed to ask vehicles coming into the parking lot if they are there to drop off/pick up a student or if they are there to vote and direct the vehicle in the right direction. The Town has also hired a Sheriff to be on site at Windsor School from 7:30 a.m. – 4:30 p.m. while students and faculty may be on premises. There will also be signage to direct voters where to go and marked barricades accompanied by Public Works personnel to keep voting traffic out of school areas.

- f.) Theresa noted there has been some discussion about moving future Town Meetings to a Saturday date to eliminate any disruptions school may be experiencing during voting times. More discussion to be had about this.

**Transfer Station – Theresa L. Haskell reported the following.**

- a.) Theresa handed out the monthly Transfer Station Report. May was down from last year by (\$560.30) making the overall number under (\$4,826.09) for the year.
- b.) Sean is still training the new employee.
- c.) The compost survey is being handed out at the Transfer Station and at the Town Office.

**Animal Control Officer - Theresa L. Haskell reported the following.**

- a.) There have been no applications for the Animal Control Officer position yet. There was one phone call to inquire about the position.

**Cemetery Sexton: Joyce Perry reported the following.**

- a.) (2) Burials on Friday June 2, 2023.
- b.) The Veterans Memorial Ceremony held on May 29, 2023 was wonderful. The town had a great turn out. We were fortunate to have Carson Appel again this year to play TAPS on his trumpet. He is headed off to college in the fall, but we are in hopes to have him back for this ceremony next year. We were equally pleased to have Commander, Neil Farrington and Chaplin, Jean Royal from The American Legion Post 179 conduct the service.
- c.) With several research requests recently, Joyce has agreed to take over some work for the Find a Grave from a woman that she has done some research in the past. This lady is retiring and asked Joyce if she would be willing to continue updating the work that she had done in some of the Windsor Cemeteries. She will continue to use Find a Grave. If at some point it becomes too much, she will turn it over to someone else, or give it back to Find a Grave.
- d.) Joyce updated her progress on updating the Town of Windsor web page. She has completed the Town Manager section. Currently she is working on the Transfer Station and Public Works Section.
- e.) Joyce is happy to announce that Richard H. Gray Jr. will remain on the Cemetery Board after his expired term on the Windsor Select Board.

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

**Public Comment:**

- a.) Tom McNaughton wanted to take the time to thank the Select Board for all they do and wanted to thank Richard H. Gray Jr. and Ronald F. Brann for many years of service. He wanted them to know that he recognizes the hard work that they do, the time and dedication they give to the Town for free is often thankless, and the decisions that they make are not always easy but are in the best interest of the Town and he appreciates them.

**Consideration of Warrants #53, #54 and #55 – Andrew Ballantyne made a motion to approve Warrants #53, #54 and #55, seconded by Ray Bates and approved 5-0-0.**

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

- a.) Windsor Fair Association asked that the Board sign off on the Games of Chance dated 8/27/23 -9/4/23 to be held at the Windsor Fair Grounds. **William Appel Jr. made a motion to sign off on the Games of Chance, dated 8/27/23-9/4/23 to be held at the Windsor Fair Grounds, seconded by Ray Bates and approved 5-0-0.**

- b.) Theresa asked the Select Board to move Tuesday, July 4, 2023, Select Board Meeting to Monday July 3, 2023, due to the July 4<sup>th</sup> Holiday. **William Appel Jr made a motion to move July 4, 2023, Select Board Meeting to Monday July 3, 2023, due to Holiday, seconded by Ray Bates and approved 3-0-2. Richard H. Gray Jr. and Ronald F. Brann abstained.**
- c.) The Town Office will be closed Monday, June 19, 2023, for the Holiday.
- d.) Wednesday, June 14, 2023, at 6:30 p.m. is the Windsor Town Meeting. Theresa would like past Select Board Members to be present.
- e.) Delta sent a bill and a contract to the Town. Theresa responded with a copy of the Towns proposed changes to the contract. Deltas response was they will look at the proposed changes to the contract.
- f.) KVCOG sent an invitation to the General Assembly Meeting which will take place on June 27, 2023, at Stone Tree Farm.
- g.) Theresa asked the Select Board to place the Bridge Account into a 9-month CD at Kennebec Savings Bank instead of the 2-year CD. The interest on the 9-month CD is 4% and the 2-year CD was only .80%. **Andrew Ballantyne made a motion to place the Bridge Account at Kennebec Saving Bank into a 9-month CD at the 4.00% interest rate, seconded by Ray Bates and approved 5-0-0.**
- h.) Theresa spoke briefly on LD1706/LD2003 “An Act to Clarify Laws Regarding Affordable Housing and Dwelling Units” and “An Act to Implement the Recommendations of Commission to Increase Housing Opportunities in Maine by Studying Zoning and Land Use Restrictions”. With these we will need to have the Planning Board look through our current Ordinances and see what may need to be changed/added to comply.
- i.) Theresa spoke on tax acquired property and any surplus of the sales of tax acquired properties being returned to the homeowner and how municipalities should carefully consider 1.) whether to waive automatic foreclosure, 2.) how to keep sufficient records to permit recovery for costs associated with tax-acquired property and 3.) revisit when it is prudent to sell tax-acquired property by consulting with experienced counsel.

**Select Board Items:** No Bulletins or Notes currently.

**Ray Bates adjourned the Select Board Meeting at 7:46 p.m.**

These minutes were approved by the Select Board on June 20, 2023.

**The next Regular Select Board Meeting will be Tuesday, June 20, 2023, at 6:00 p.m. at the Windsor Town Hall.**

Respectfully Submitted,

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