



SELECT BOARD RECORD OF MEETING
JANUARY 2, 2024
WINDSOR TOWN OFFICE

Note: This record of meetings 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, William Appel Jr. and Chester D. Barnes Jr. Andrew Ballantyne arrived at 6:40 p.m. Thomas McNaughton was absent.

Public Attending: Tom Reed and Allison Whynot.

Employees Attending: Theresa L. Haskell (*Town Manager*), 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.

Previous Meeting Minutes: **Chester D. Barnes Jr. made a motion to approve the minutes dated 12/19/23, seconded by William Appel Jr. and approved 3-0-0.**

Public Works:

- a.) Keith reported Public Works will keep an eye on the Town roads and they will treat the roads as needed with salt and sand throughout the winter season.
- b.) Keith reported truck #6 is still at Fleet Service being diagnosed. The mechanics have had a hard time figuring out what the issue is with the truck. Keith hopes to have the truck back in working order soon. Public Works is dependent on Truck #6 as one of its plowing vehicles.
- c.) Keith reported that the bulk of the roadside wood and brush alongside the Town's roads has been cleaned up or pushed back away from the road from the latest storm. Public Works may have half a day left of cleaning up to do along the Towns roadsides.
- d.) Keith reported that McGee has a truck out of service. It might be a starter issue. Keith reported this should be an easy fix and the truck should be back in service quickly.
- e.) Keith referred to future road work to be done on the Coopers Mills Road. Keith says a culvert replacement is needed soon. Keith said this will be discussed further in the upcoming budget. The cost for the culvert replacement will be around \$12,000.00 for the 4' or 5' culvert needed. This estimated dollar figure does not include labor cost to install the culvert. More discussion to be had.

Transfer Station:

- a.) Keith and Theresa reported they have hired a new attendant for the Transfer Station. She started training this week and things are going well.
- b.) Keith reported they had to disconnect the switch on the gate to one of the compactors at the Transfer Station for now because it wasn't working. J&M Electric looked at the switch. J&M Electric is going to return to look at the switch on the gate when they have time.
- c.) Theresa reported that the annual inspection of the compactor at the Transfer Station has been done. The cost for the annual inspection was \$1,995.65. This is an increase from last year and more will need to be budgeted for next year because of the rising costs.

Animal Control Officer: Nothing to Report

Cemetery Sexton: Nothing to Report

RSU #12 Update:

- a.) Theresa reported there has been talk of RSU #12 doing their Budget Presentation in March-April.

Public Comment: Nothing to Report

Code Enforcement Officer: Nothing to Report

Consideration of Warrants #29 and #30 – Chester D. Barnes Jr. made a motion to approve Warrants #29, and #30, seconded by William Appel Jr. and approved 3-0-0.

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

- a.) Theresa asked the Select Board to carry over WVFD Tanker Truck Funds in the amount of \$300,000.00 from last year for the purchase of the new Tanker Truck that the voters approved at last Town Meeting. The Tanker Truck should be ready by the end of this month. **William Appel Jr. made a motion to carry over WVFD Tanker Truck Funds in the amount of \$300,000.00 to allow the check to be written seconded by Chester D. Barnes Jr. and approved 3-0-0.**
- b.) Theresa briefly reviewed the 2024/2025 Lincoln County Recycle Agreement. The Select Board asked for some details about the contract. Theresa will gather more information to share with the Select Board. More discussion to be had.
- c.) Theresa reported that March 5, 2024, is Voting Day. March 5, 2024, at 6:00 p.m. will also be a Budget Committee Meeting. There shouldn't be any conflict because voting is at Windsor Elementary School and the Budget Committee Meeting is held at the Town Hall.
- d.) Theresa reported the Town of Windsor received \$25,000.00 from Mark Scribner, for the NETCo Scholarship Fund for the 2024/20205 school year. This will be the 11th year the Town has received this donation from Mark Scribner.
- e.) Therea asked that the Building Code be added as an upcoming agenda item. Stated in previous minutes, The Building Code is to be reviewed in its entirety. Tom asked the other Select Board members to review page 6 closely when review time approaches.
- f.) Theresa reported that Greg, (*Assistant E-991/CEO/LPI*), has been working on updating roads and mapping. Greg is making good progress. He will soon be going with Arthur (*Code Enforcement Officer*) to look at some roads around town.
- g.) Theresa reported that on January 9, 2024, she will be mailing via certified mail, the impending automatic foreclosure notices to residents who still have not paid on property that has a lien.

Select Board Notes or Bulletins: No Notes or Bulletins

Ray Bates adjourned the Select Board Meeting at 7:55 p.m.

These minutes were approved by the Select Board on January 16,2024.

The next Regular Select Board Meeting will be Tuesday, January 16, 2024, at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

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