



SELECT BOARD RECORD OF MEETING
DECEMBER 19, 2023
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 Thomas McNaughton. Andrew Ballantyne arrived at 6:06 p.m. Chester D. Barnes Jr. was absent.

Public Attending: Tom Reed and Allison Whynot.

Employees Attending: Theresa L. Haskell (*Town Manager*), Kathy Johnson (*Tax Collector, Bookkeeper, Deputy Clerk*), Keith Hall (*Public Works Supervisor*) and Tim Coston (*Public Works Driver/Laborer*).

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

Previous Meeting Minutes: **Thomas McNaughton made a motion to approve the minutes dated 12/5/23, seconded by William Appel Jr. and approved 3-0-0.**

Public Works:

- a.) Keith reported truck #8 lost its backup alarm and lights on the back. Keith briefly looked over the truck and took it to O'Connor's to be fixed. O'Connor's ran new wires. Truck #8 is now in working order.
- b.) Keith reported truck #6 is still out of service, the truck is at Fleet Service being repaired. They are looking over the truck to diagnose problems.
- c.) Keith reported truck #7 has an appointment at Quirk on Friday December 22, 2023, for inspection sticker and to have a wiper switch replaced.
- d.) Keith reported that Public Works worked until about 5:00 p.m. on Monday December 18, 2023, the day of the wind and rain event. They ran out of daylight; they did what they could with the equipment they had to work with. The morning after the event, Keith noted there were lots of trees and limbs down around Town. The Public Works crew did get roads in Windsor passable by at least one lane.
- e.) Keith reported there has been no loss of roads or bridges at this time due to the rain and wind. Flooding has been at a minimum.
- f.) Keith and Theresa have begun the FEMA paperwork for due to the storm damages.

Transfer Station:

- a.) Tim reported that all refrigerators, air conditioners and tires have been picked up from the Transfer Station.
- b.) Tim reported he has now separated all rims from tires at the Transfer Station. Tim asked when the Transfer Station would no longer be accepting tires on rims. Discussion was had about not accepting tires on rims. **William Appel Jr. made a motion, effective immediately, the Transfer Station will no longer accept tires on rims, seconded by Andrew Ballantyne and approved 4-0-0.**
- c.) Theresa reported there were (7) applications received for the Transfer Station Attendant position. Theresa and Keith completed (6) interviews over the last week, there was (1) no show. Theresa and Keith will be deciding on an applicant soon and training will begin.

Animal Control Officer: Nothing to Report

Cemetery Sexton:

- a.) Keith reported there was a large tree at Dyer Hill cemetery that lost branches. Public Works and a member of the Select Board walked into the cemetery and there was no loss or damage to any stones. Public Works will clean up the best they can with the equipment they can get into the cemetery this time of year and pick up the rest in the Spring.

RSU #12 Update: Nothing to Report

Public Comment:

- a.) Tom reported the Food Bank will be open Wednesday December 20, 2023, 12:00 p.m.-1:00 p.m. and 5:00 p.m. -6:00 p.m.

Code Enforcement Officer: Nothing to Report

Consideration of Warrants #27 and #28 – Andrew Ballantyne made a motion to approve Warrants #27, and #28, seconded by Thomas McNaughton and approved 4-0-0.

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

- a.) Theresa handed out and reviewed the Town of Windsor 2023/2024 3-month budget figures. There were no areas of concern.
- b.) The Building Code that was on the agenda will be reviewed in its entirety at a later date. Tom asked the other Select Board members to review page 6 closely when review time approaches.
- c.) Theresa handed out nomination paperwork for the Spirit of America Award and asked the Select Board to please think about who they may consider this year.

Select Board Notes or Bulletins:

- a.) Andrew noted that the lighting for the Veteran’s Memorial should go out to bid.
- b.) Theresa mentioned the flag at the Veterans Memorial looked to be flapping, maybe one of the hooks has come off? This needs to be looked at.
- c.) Mention of the flagpole light at the Veteran Memorial being very bright to the roadway. More discussion to be had about how to block some of the light coming from the flagpole light.

Ray Bates adjourned the Select Board Meeting at 7:07 p.m.

These minutes were approved by the Select Board on 1/2/24.

The next Regular Select Board Meeting will be Tuesday, January 2, 2024, at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

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