



SELECT BOARD RECORD OF MEETING
DECEMBER 5, 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., Andrew Ballantyne, Chester D. Barnes Jr., and Thomas McNaughton.

Public Attending: Tom Reed, Carol Chavarie, Ray Chavarie, Kevin Ready and Chris Mitchell.

Employees Attending: Theresa L. Haskell (*Town Manager*), and Kathy Johnson (*Tax Collector, Bookkeeper, Deputy Clerk*).

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 11/21/23, seconded by Andrew Ballantyne and approved 5-0-0.**

Delta Ambulance – Chris Mitchell

- a.) Chris Mitchel, (*interim Executive Director for Delta Ambulance*), spoke with the Windsor Select Board on behalf of Delta Ambulance on a verity of topics. Chris started by answering questions regarding his relationship with Delta and his history with the corporation. Chris reviewed some future financial and demographic goals for Delta Ambulance. Chris spoke to rumors and questions of Delta Ambulance selling the Cony Street location. He confirmed it to be true, Delta will be selling the Cony Street location and relocating up to (80) staff and up to (5) trucks. Chris said that they have not been utilizing the Cony Street location to its full capacity. Chris mentioned the reduction of rescue calls and transfers were a couple of big deciding factors that went into the decision making for selling that location. Chris reported new locations for Delta Ambulance are being discussed with other towns, Windsor was one of those towns. Chris reported Delta Ambulance covers thirteen towns, this includes Windsor. Chris reported that currently the Town of Windsor pays \$15.00 per capita and that will increase. What the increase will be hasn't been set yet, the numbers are still being discussed amongst the Delta Board, it could be \$25.00 per capita or higher. The Windsor Select Board asked if there were any monies owed on the Cony Street building location, Chris answered, no, Delta only pays operating expenses for the Cony Street Building at this time. The Select Board also asked if Delta is using a consulting company at this time. Chris answered Delta Ambulance has contacted a consulting group and will meet with them soon. Chris will keep Theresa Haskell updated on any financial changes happening that may affect the Windsor budget.

Public Works: Nothing to Report

Transfer Station –

- a.) Theresa handed out the monthly Transfer Station Report. November was up from last year at this time by \$642.89 making the overall total \$4,595.95 up for the year.

Animal Control Officer: Nothing to Report

Cemetery Sexton: Nothing to Report

RSU #12 Update: Nothing to Report

Public Comment: Nothing to Report

Code Enforcement Officer: Nothing to Report

Consideration of Warrants #25 and #26 – Andrew Ballantyne made a motion to approve Warrants #25, and #26, seconded by Chester D. Barnes Jr., and approved 5-0-0.

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

- a.) **Assessor's Agent: Andrew Ballantyne made a motion to suspend as Select Board and convene as Board of Assessors at 7:39 p.m., seconded by Chester D. Barnes Jr. and approved 5-0-0.**
There was discussion on a 2023/2024 Supplemental Tree Growth Penalty Commitment. There is a suggestion from Vern Ziegler, Windsor's Assessor's Agent, for a motion on the Assessor's Agents 2023-2024 Supplemental Tree Growth Penalty Commitment. **Andrew Ballantyne made a motion to accept the Assessor's Agents 2023-2024 Supplemental Tree Growth Penalty Commitment in the amount of \$3,040.00 as presented by Vern Ziegler, seconded by William Appel Jr. and approved 5-0-0. Andrew Ballantyne made a motion to adjourn as Board of Assessor's and reconvene as Select Board at 7:43 p.m. seconded by Chester D. Barnes Jr. and approved 5-0-0.**
- b.) Theresa reviewed what she received for RFP for Auditing Services bids. Theresa sent out (6) bids, received back (2) responses. Theresa reviewed the responses with the Select Board. **Andrew Ballantyne made a motion to accept the three-year contract from RHR Smith Buxton & Co., seconded by William Appel Jr. and approved 5-0-0.**
- c.) Theresa updated the Select Board on renovations that could take place in the future at the Town Hall. The renovations included adding interior walls near the lift and adding office space and possible storage area. There was also discussion about heating and cooling in the office areas as well as upstairs. More to come.
- d.) Windsor Educational Foundation & Reed Fund proposed member Ronald F. Brann for such appointment to be effective until June 30, 2026. **Chester D. Barnes Jr. made a motion to sign the Certificate of Appointments for the above Windsor Educational Foundation & Reed Fund Member, Ronald F. Brann effective until June 30, 2026, seconded by Andrew Ballantyne and approved 5-0-0.**
- e.) Theresa reported the Health Trust rates have increased by 4.25%. Dental rates didn't change.
- f.) The Building Code of the Town of Windsor will be reviewed at the next Select Board Meeting.

Select Board Items: No Notes or Bulletins

Ray Bates made a motion to go into executive session Pursuant to 1 M.R.S.A. §405(6)(A) to discuss personnel matters and to include the Town Manager at 8:39 p.m., seconded by Chester D. Barnes Jr. and approved 5-0-0. The Select Board came out of executive session at 9:15 p.m.

Ray Bates adjourned the Select Board Meeting at 9:15 p.m.

These minutes were approved by the Select Board on December 19, 2023.

The next Regular Select Board Meeting will be Tuesday, December 19, 2023, at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

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

December 5, 2023

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