



SELECT BOARD RECORD OF MEETING
FEBRUARY 13, 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., Andrew Ballantyne, Chester D. Barnes Jr., and Thomas McNaughton.

Public Attending: Morira Teekema, Jerry Nault, Tom Reed, Chester D. Barnes Sr., Ryan Carver, Allison Wynot, and Michael Murphy.

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

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

Previous Meeting Minutes: **William Appel Jr. made a motion to approve the minutes dated 1/30/24 with reviewed additions. Added, the current secretary will be done as of June 2024, under Public Comment c.), corrected spelling of Theresa's name under Town Manager's Items c.), and added and further review of TRIO options under Town Manager's Items g.), seconded by Chester D. Barnes Jr. and approved 5-0-0.**

Cemetery Mowing Request for Proposal –

Ray Bates, *Select Board Chair*, opened (2) sealed Cemetery Mowing RFP's. A bid was submitted from Maurice Soucey for \$25,000.00, proposal beginning July 1, 2024, and ends June 30, 2025. A bid was submitted from Ryan Carver Megan & Hayden Lawn Care & Plowing for \$21,500.00, proposal beginning July 1, 2024, and ends June 30, 2025. The RFPs were reviewed, and discussion was had about the equipment being used. The Select Board discussed having reference checks done by Joyce Perry, *Cemetery Sexton*, prior to making the decision. **Chester Barnes Jr. made a motion to have Joyce Perry, Cemetery Sexton, do reference checks and the Select Board will reconvene in two weeks and a decision will be made in regard to Maurice Soucey and Ryan Carver Megan & Hayden Lawn Care & Plowing bids, seconded by Andrew Ballantyne and approved 5-0-0.**

Public Works:

- a.) Keith reported all the trucks are running well. Public Works still has a good supply of sand/salt. Everything at Public Works is going well.
- b.) Keith reported as of this week all the Town Roads are now posted.
- c.) Keith answered questions the Select Board had regarding the upcoming Public Works budget. The Select Board asked Keith to get more specific numbers to them. The Select Board would like to know where monies could be reduced in the Public Works budget regarding adding a Public Works Equipment Reserve line to purchase a JCB Mini Excavator with thumb, dig bucket, clean up bucket and mulching head. Also, information about what this piece of equipment would be used for and an estimated guess of future savings.

Transfer Station:

- a.) Keith reported things are going well at the Transfer Station. The Transfer Station is fully staffed with a back-up attendant available currently. The cans are being called in by Tim and being picked up on a regular basis.
- b.) Theresa handed out the monthly Transfer Station Report. January was up from last year at this time by \$646.30 making the overall total \$4,512.89 up for the year.

Animal Control Officer:

- a.) Ryan reported the new animal shelter has opened on Leighton Road in Augusta and only one key will be given per Town/City.
- b.) Ryan reported he will start his door-to-door this week for unregistered dogs. He will issue the resident a 10-day notice. The notice will notify the resident that if their dog is not registered, they could be issued a summons for their unregistered dog when the 10-day notice expires.
- c.) Ryan reported a possible rabies case was sent off for testing. It came back negative.

Cemetery Sexton: Nothing to Report**RSU #12 Update: Nothing to Report****Public Comment: No Public Comment****Code Enforcement Officer: Nothing to Report****Consideration of Warrants #35, 36 and #37 – Chester D. Barnes Jr. made a motion to approve Warrants #35, 36, and #37, seconded by Andrew Ballantyne and approved 5-0-0.****Town Manager's Items – Theresa L. Haskell reported the following.**

- a.) Theresa asked the Select Board if allocation of the Snowmobile Reimbursement would remain the same as in past years, 75% to local Snowmobile Club and 25% to be split equally among Windsor Boy Scout Troop #609, Windsor Brownie Troop, and Windsor Youth Association. **Andrew Ballantyne made a motion to allocate the Snowmobile Reimbursement funds to be distributed 75% to local snowmobile Club and 25% to be split equally among Windsor Boy Scout Troop #609, Windsor Brownie Troop, and Windsor Youth Association, seconded by Chester D. Barnes Jr. and approved 5-0-0.**
- b.) Jerry Nault reviewed the Site Plan Application that was approved by the Planning Board. **William Appel Jr. made a motion to approve the Site Plan Review Application as written, seconded by Thomas McNaughton and approved 5-0-0.**
- c.) Theresa reported she received a letter from Jason Niven, (*Director, project Development*), on behalf of LS Power Grid Maine. The purpose of the letter was to notify Town leaders that LS Power Grid Maine's development of this project, (*Aroostook Renewable Gateway Project*), is not moving forward at this time. LS Power Grid Maine LLC requested that the Town leaders help notify residents of this update.
- d.) Theresa briefly discussed the Dirigo Assessing Group proposal. As discussed with the Select Board Theresa will share the proposal with the Towns legal team and C. Vern Ziegler, current Towns Assessor's Agent and will bring back feedback to future meeting.
- e.) Theresa reported a Town resident sent a letter to the Town regarding the E-911 address change. The resident is not happy about the address change. He listed out several inconveniences this is going to cause him in his letter. Theresa noted that the E-911 address updating is for emergency, fire and rescue services. It has been done and is being done in several Towns and is necessary not only for mailing but for accurate arrival for emergency services. There was much discussion about the

hardship this may put on the handful of residents that will need to change their addresses. Theresa will be sure there is a posting on the website about the E-911 address update.

- f.) There is a request for waiver of foreclosure on real estate for tax assessed Book 14544, Page 203. **Andrew Ballantyne made a motion to proceed with the waiver of foreclosure as written and have Kelly McGlothin sign and have a manual check in the amount of \$19.00 to record in the Kennebec County Registry of Deeds, seconded by Chester D. Barnes Jr. and approved 5-0-0.**
- g.) Theresa asked the Select Board to agree to meet for an additional Special Select Board Meeting on Monday March 4, 2024, to discuss budget. This meeting will be in addition to the already scheduled Special Select Board Meeting on Tuesday, February 20, 2024, and the regular Select Board meeting on Tuesday, February 27, 2024. The Select Board agreed.

Select Board Notes or Bulletins: No Notes or Bulletins

Ray Bates adjourned the Select Board Meeting at 7:51 p.m.

These minutes were approved by the Select Board on February 27, 2024.

The next Regular Select Board Meeting will be Tuesday, February 27, 2024, at 6:00 p.m. at the Windsor Town Hall. There will be a Special Select Board Meeting held on Tuesday, February 20, 2024, at 6:00 p.m. to go over the 2024/2025 budget.

Respectfully Submitted,

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