



SELECT BOARD RECORD OF MEETING
FEBRUARY 27, 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 Thomas McNaughton. Chester D. Barnes Jr. arrived at 6:03 p.m. Andrew Ballantyne was absent.

Public Attending: Tom Reed, Miles Hafner, Ralph Folsom, Chris Oberg, Paul Bernier, Moira Teekema, Allison Whynot, John Ramsay, Lauren Roderigue, Troy Thibodeau, Darcy Aronson, Al Aronson, Katie Yates, Heather Noll, Erik Noll, and Ryan Carver.

Employees Attending: Theresa L. Haskell (*Town Manager*) Kathy Johnson (*Tax Collector, Bookkeeper, Deputy Clerk*), 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 2/13/24, seconded by Thomas McNaughton and approved 3-0-0.**

Heat Pump Bid/Request for Proposal –

Ray Bates, *Select Board Chair*, opened (3) sealed Heat Pump bids/RFPs. A bid was submitted by RJ Energy Services, Inc. The proposal included (3) options. A bid was submitted by C.B. Haskell Fuel Co. INC. The proposal included (3) options. A bid was submitted by Augusta Natural Gas. The written proposal included (5) options. The bids were reviewed. Discussions and questions were asked to John Ramsey representing RJ Energy and Owner/Operator of Augusta Natural Gas, Miles Hafner, both were present to answer questions about their individual quotes as well as other questions the Select Board had. The Select Board discussed having reference checks done and having an opportunity to discuss the bids with the absent Select Board member prior to making the decision. **William Appel Jr. made a motion to table making a final decision to do reference checks and discuss the bids with the fifth Select Board member, the Select Board will reconvene in two weeks to discuss more regarding heat pump bids, and possibly make a decision at that time seconded by Thomas McNaughton and approved 4-0-0.**

Public Works:

- a.) Tim reported truck #6, the Terristar, is at Fleet service for repairs. Public Works discovered there was an oil leak that should be warrantied and a loose wheel bearing. Fleet Service will look the truck over.
- b.) Tim reported everything is going good in the Public Work department with staff while Keith is out.

Transfer Station:

- a.) Theresa reviewed updates made to the Transfer Station brochure. The brochure and price changes were discussed at the November 21, 2023, Select Board meeting. A few of the changes include an increase in tire charges. Passenger car/light truck tires up to 20" are now \$5.00 each. Truck Tires are now \$25.00 each. Skidder Tires are now \$100.00 each. TV Monitors, Laptops <25" are now \$12.00 each. TV Monitors, Laptops >25" are now \$25.00 each. The Transfer Station will now accept propane tanks up to 20lbs at a cost of \$5.00 each and will accept propane tanks 21lbs-100lbs at a cost of \$25.00 each. Residents can see the new brochure posted on the website. **Chester D. Barnes**

Jr. made a motion to approve updates and price increases. Passenger car/light truck tires up to 20” are now \$5.00 each. Truck tires are now \$25.00 each. Skidder Tires are now \$100.00 each. TV Monitors, Laptops <25” are now \$12.00 each. TV Monitors, Laptops >25” are now \$25.00 each. The Transfer Station will now accept propane tanks up to 20lbs at \$5.00 each, and will accept propane tanks 21lbs-100lbs at \$25.00 each, as listed on the Transfer Station brochure, seconded by William Appel Jr. and approved 4-0-0.

- b.) Tim reported the metal can at the Transfer Station should be ready to be picked up next week.

Animal Control Officer:

- a.) Ryan reported he has contacted all but about (10) people on his door-to-door list for unregistered dogs. If the residents that have received their 10-day notice do not get their dogs registered, they will receive the 14-day notice and after that they will receive the summons for not having their dog registered.

Cemetery Sexton:

- a.) Joyce was present for continuation on the RFP bids for Cemetery mowing. Ryan Carver from Ryan Carver Megan & Hayden Lawn Care & Plowing was present and rescinded his bid. Ryan noted Maurice Soucey has been mowing the cemeteries in Windsor for a few years and he is willing to let Maurice continue to have the contract this year. Commenting that he will bid again when the time is right. Joyce thanked Ryan. **Chester D. Barnes Jr. made a motion to accept the cemetery mowing bid from Maurice Soucey for \$25,000.00 as written to begin on July 1, 2024, and end on June 30, 2025, seconded by William Appel Jr. and approved 4-0-0.**

RSU #12 Update: Nothing to Report

Public Comment:

- a.) Darcy Aronson, a Windsor resident who owns land off Griffin Road is here asking the Select Board why they allowed her road to be named by another Town resident without her knowledge. Darcy stated Windsor residents, Chris and Johanna Oberg and Paul Bernier have a right-of-way through her land to their property. Darcy explained that she owns approximately 700’ of the said Road that was recently named Landworks Lane. The road begins off Griffin Road and Darcy reported that she owns the beginning section of the road. The other residents only have a right-of-way. Chris Oberg spoke on behalf of himself, his wife, and his father-in-law Paul Bernier. They are the landowners that have the right-of-way through Darcy Aronson’s property. Chris handed the Select Board a written layout to include mapping of what his plan could and would be pending a decision of the Select Board regarding the naming of the road. Chris made it known that he, his wife, and Paul were not aware that it was a problem to name the road. They began building their new home on the property and were told by the Town that they had to give the road a name by Arthur Strout, *Code Enforcement Officer*. They came up with several names and ultimately decided on Landworks Lane. Arthur Strout, *Code Enforcement Officer*, sat in on the discussion and he confirmed that he did let the Oberg’s know that the road did need to be named. After much discussion, all parties agreed they would have a discussion among themselves to try and come to an agreement. If more town involvement is needed, the residents will be in contact with the appropriate officials. The name of the road will stand at Landworks Lane for all purposes including the E-911 system at this time.
- b.) Moira Teekema a resident of Windsor came to speak with the Select Board regarding cost and placement of road signage around the town. Discussion was had about Amish carriage signs and the cost of the signs and where they could and should be placed. It was brought up that there were Amish carriage signs in the town of Whitefield donated. It was brought up in discussion by another resident in the audience that the speed limit should be reduced in a couple areas around town where there are sharp corners and blind drives. Theresa responded that speed limits are not something that the town can control. Theresa noted speed limits are controlled by D.O.T. D.O.T. increases and

decreases speed limits as they deem necessary. Moira mentioned getting Deaf Child signage up on the Coopers Mills Road and the cost affiliated with getting those signs, according to her the cost would be around \$25.00 for each sign with the additional cost of the posts.

Code Enforcement Officer: Nothing to Report

Consideration of Warrants #38 and #39 – Thomas McNaughton made a motion to approve Warrants #38 and #39, seconded by Chester D. Barnes Jr. and approved 4-0-0.

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

- a.) Katie Yates, *Program Manager*, from Central Maine Power attended tonight's meeting to discuss and answer any questions the Select Board may have regarding the agreement CMP has with the Town of Windsor and surrounding towns to repair any damage done to the town's roads while CMP is traveling on them to do their work while the towns have them posted. The roads that will be most used by CMP in the town of Windsor at this time are Vigue Rd, Doyle Rd, Divine Rd, Griffin Rd, Maxcy's Mill Rd, and Baker Rd. The out-of-state contractor CMP is contracted with is Ironwood Heavy Highway LLC and M.J. Electric LLC. They would be responsible for repairing any damage done to the town's roads per the agreement.
- b.) Theresa noted that Delta Ambulance was going to be at the meeting tonight. Delta contacted her to let her know that they had to cancel. Delta will be placed on the agenda at a future date.
- c.) Ray shared parts of an email sent to him from *State Representative* Katrina Smith. Katrina highlighted key points around Delta Ambulances' finances and encouraged towns to ask Delta Ambulances to provide financial records moving forward.
- d.) Theresa reported that Windsor will post on the website information regarding FEMA disaster assistance including a number to call with questions about disaster relief. The number is 1-800-621-3362. Theresa also added the Manchester Fire Department will be open for walk-ins Monday – Saturday 8:00 a.m.-6:00 p.m. if anyone has questions about the FEMA disaster assistance from the December 2023 storm.
- e.) Tom reported that the IRS has extended the tax due date to June 17, 2024. The Internal Revenue Service announced tax relief for individuals and businesses in parts of Maine affected by severe storms and flooding that began on Dec. 17, 2023. People can contact the IRS with questions.
- f.) Theresa reported a vacancy for a Democratic Election Clerk. Kelly McGlothlin has asked to appoint Terry Bailey as Democratic Election Clerk effective through April 30, 2024. **William Appel Jr. made a motion to appoint Terry Bailey as Democratic Election Clerk effective through April 30, 2024, seconded by Chester D. Barnes Jr. and approved 4-0-0.**
- g.) Theresa reported as of December 5, 2023, Greg, *E-911 assistant*, has changed and updated 45 addresses in the E-911 system. Greg is still working on address updates. This is very important for emergency services. The Select Board is pleased with Greg's work and happy with Greg continuing with his work to change addresses as necessary and update the E-911 system. Although this may be frustrating and a hardship for some residents if an address change is made, it is necessary for emergency services. Greg will continue fielding calls as any concerns about address changes come up.
- h.) Theresa reported she had a conversation with the planning board regarding LD2003 coming up July 1, 2024. The Planning Board says they believe the Town of Windsor is ready.
- i.) Theresa reported that civil papers have been served on the Ridge Road property. Next steps will be taken if necessary.
- j.) Theresa reported that MMA Legal gave feedback on the Dirigo Assessing Contract. MMA Legal will send the revisions. Theresa will share with the Select Board as soon as she gets the revisions.
- k.) Theresa reported the new fire truck has arrived at the Windsor Volunteer Fire Station.

- l.) Theresa noted there will be a link shared to the town's website on how to take care of and spot Browntail Moth.
- m.) Theresa will have a letter from CMP posted on the website to include a link on how to reduce tree-related outages on your property.
- n.) Theresa extended an invitation to the Select Board, on behalf of the Windsor Volunteer Department to their Annual Meeting on Saturday April 6, 2024, at 5:30 p.m. The meeting will include dinner for the Select Board members and a guest who chooses to attend. The Select Board is to let Theresa know as soon as possible and she will get the number of attendance and dinner selection back to the Fire Department.

Select Board Notes or Bulletins: 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 and Timothy Coston at 9:08 p.m., seconded by Chester D. Barnes Jr. and approved 4-0-0. The Select Board came out of executive session at 9:35p.m. **Chester D. Barnes Jr. made a motion to increase Timothy Coston's hourly wage and overtime wage to be what the Public Works Road Supervisor's wage is as he is now handling the supervisory role while the supervisor is out, seconded by Thomas McNaughton and approved 4-0-0.**

Ray Bates adjourned the Select Board Meeting at 9:55 p.m.

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

The next Regular Select Board Meeting will be Tuesday, March 12, 2024, at 6:00 p.m. at the Windsor Town Hall. There will be a Special Select Board Meeting held on Tuesday, March 4, 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