



SELECT BOARD RECORD OF MEETING
AUGUST 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: William Appel Jr., Andrew Ballantyne, Chester D. Barnes Jr., Thomas McNaughton, and Allison Whynot.

Public Attending: Moira Teekema, Nancy Fish, Timothy Pieh, Jerry Nault, Sheriff Ken Mason, Ray Bates, Darcy Aronson, Alan Aronson, and Tom Reed.

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

William Appel Jr. opened with the Pledge of Allegiance at 6:00 p.m.

Previous Meeting Minutes: **Chester D. Barnes Jr. made a motion to approve meeting minutes dated 7/30/24 with one correction adding under Public Comment Item a.) Theresa had asked to have the County Commissioners to publish the Expenses/Revenues budgets quarterly and the Select Board agreed, seconded by Thomas McNaughton with correction and approved 5-0-0.**

Consideration of Warrants #7 and #8 – William Appel Jr. made a motion to approve Warrants #7 and #8, seconded by Andrew Ballantyne and approved 5-0-0.

Public Works: Keith Hall (*Public Works Supervisor*) Reported the following.

- a.) Ditching Legion Park has been done. Culvert work on Barton Road is done. Shoulder work on Reed Road is complete and is ready to pave. Shoulders on Coopers Mills Road are done. The Culvert on Coopers Mills Road is on hold until water dries up, the culvert work will likely be done after Windsor Fair week.
- b.) Truck #5 is back from repairs.
- c.) Theresa will work on getting a bid sheet ready for Truck #6. The truck will be listed for Sale soon. Keith said there are already pictures of the truck ready for the listing.
- d.) The DOT signs are up on Hunts Meadow Road and Doyle Road.
- e.) Discussed placement of the Landworks Ln signs on Griffin Road. Keith showed the sign to the Select Board. The Aronson's were present and approved the sign and placement. The Select Board was okay with the placement as well.
- f.) The Public Works August work schedule was handed out to the Select Board. The schedule was reviewed as well as Public Works time off and coverage.

Transfer Station: Keith Hall (*Public Works Supervisor*) Reported the following.

- a.) Bill added to the topic of discussion, schedules and time off, if there is an emergency need at the Transfer Station, he would be willing to toss his hat in on a Saturday if needed.
- b.) Allison Whynot asked about the Transfer Station supervisor role, Theresa responded that Allison Chase who currently works at the Transfer Station will be stepping up as interim Transfer Station Supervisor beginning this week.
- c.) Theresa handed out the monthly Transfer Station Report. July was up from last year at this time by \$989.90, making the overall total \$9,821.80.

- d.) The small scale at the Transfer Station has been replaced. We are waiting for the bill from Maine Scale.
- e.) The Town received a check from Grimmel Industries in the amount of \$1,090.90 for metal reimbursement.

Animal Control Officer: Nothing to Report

Cemetery Sexton: Nothing to report

RSU #12 Update:

- a.) Allison Whynot stated that Windsor Elementary School will be closed and there will be a teacher's workshop day on voting day, November 5, 2024.

Code Enforcement Officer: Nothing to Report

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

- a.) Cushnoc Brewing Co., LLC is requesting approval and signature by the Select Board for an Application for a Catering Permit for the Windsor Fair Beer Tent at the Windsor Fairgrounds. Permit dated August 24, 2024, through September 2, 2024. **Chester D. Barnes Jr. made a motion to approve and sign the Application for a Catering Permit for Cushnoc Brewing Co., LLC, location to be at Windsor Fairgrounds dated August 24, 2024, through September 2, 2024, seconded by Andrew Ballantyne and approved 5-0-0.**
- b.) Appointment for the General Assembly of KVCOG. Chester D. Barnes made a motion for **Theresa L. Haskell to be primary for KVGOG Assembly and Chester D. Barnes to be alternate for KVGOG Assembly. Seconded by Allison Whynot and approved 5-0-0.**
- c.) Theresa read aloud a Press Release that will also be posted on the Town of Windsor's web site. The Press Release stated in short that the Town of Windsor received a dividend check from Maine Municipal Association (Property Casualty and Worker's Compensation) in the amount of \$1,695.00. The check was received because of its good performance and loss prevention efforts.
- d.) Delta Ambulance's quarterly report was handed out and read aloud by Theresa.
- e.) The new Public Works truck has been purchased; the price \$72,716.00. Keith will be meeting with Viking on Monday to review the truck. It is likely to be November before The Town will have the truck in its possession.
- f.) It was discovered that the Conservation Commission Committee cannot have a member of the Select Board as a committee member per the ordinance. Select Board members may still represent. **Chester D. Barnes Jr. made a motion to revoke Chester D. Barnes Jr. and Thomas McNaughten as Conservation Commission Committee Members and still represent as Select Board members on the committee, seconded by Allison Whynot and approved 5-0-0.**
- g.) The letter that KRT Appraisal will be mailing to Town residents was reviewed. If Town residents have any questions, they should reach out to KRT directly by calling 1-855-228-4033.
- h.) Theresa asked the Select Board to sign a CMP Pole application/permit. The Pole application/permit is for (1) pole on Doyle Road. **Andrew Ballantyne made a motion to approve and sign the CMP Pole application/permit for (1) pole starting on Doyle Road, seconded by Chester D. Barnes Jr. and approved 5-0-0.**
- i.) On Behalf of Tim Hudson and his bike club, Theresa asked the Select Board if they would be in favor of allowing them to set up a collection area somewhere in the parking lot to collect coats, hats, and mittens. The Select Board was fine with this.

Public Comment:

- a.) Dr. Timothy Pieh presented a handout and reviewed information on the MD3 pilot program for Kennebec County. There was a lengthy presentation about the program and what it has offered surrounding communities thus far in the past 8 months. Dr. Pieh reviewed the number of calls, the

types of calls they respond to and how it has impacted the communities, rescue teams and the hospitals. He went over where they get the supplies and donations. There were many questions and ideas from the residents that were present and the Select Board. Dr. Pieh gave great information and took away some good feedback.

- b.) Sheriff Mason was asked to come speak about the State Police having less of a presence in the Town of Windsor. Sheriff Ken Mason confirmed that over the years State Police have been seen less patrolling within the Town of Windsor and surrounding towns. The Sheriff's Department has been back filling with more units to cover the area for patrol. Theresa said she knows that the Town of China and other towns uses Kennebec County Sheriff's deputies for additional patrols. It was discussed how the process works, and Sheriff Ken Mason said that some towns large and small do budget it and they do offer that service. Theresa asked the Select Board if that is something that Windsor should investigate doing. Sheriff Ken Mason said the Town should do what they feel is right for them. Bill asked Sheriff Mason his opinion about a constable. The constable was briefly discussed.
- c.) Jerry Nault was asked to give an update. Jerry said the Appeals Board Ordinance was now back in the Select Board's hands. There is a Public Hearing coming up on August 19, 2024, followed by a Planning Board meeting. These are listed on the web page. They have all the site plan information they need. They are currently working on a subdivision just off Rt. 17. There is a Special Planning Board meeting on September 16, 2024, and they will have discussion of the proposed Mineral Extraction Ordinance. The performance bond for Coult's Windsor Solar LLC. was discussed briefly.
- d.) Tom Reed asked if there is a Decommission Plan in place for the solar farm, the answer was yes.

Select Board Notes or Bulletins:

- a.) Allison asked to discuss the Transfer Station stickers again because there is a Transfer Station Committee coming up and they will want an answer on this matter. With a short discussion The Select Board decided there will be no change at this time. No stickers will be needed to utilize the Transfer Station.
- b.) Andrew Ballantyne said he received an email stating that the Town of Windsor is being considered as part of a series titled "Best Managed Cities in Maine under 10k Population 2024. He stated this is quite an accomplishment and will be displayed in magazines throughout Maine. He has sent them to the Town Manager for more discussion and input.
- c.) Andrew mentioned the outside classroom building at the Windsor Elementary School still needs to be finished. He is always happy to help and lend a hand. He would love to see some other parents or community members pitch in and help. The information he had been given, the building needs roofing done, and the supplies are there. Perhaps reach out to the Windsor Elementary school if interested in helping.
- d.) Bill asked Moira about some messages pertaining to marijuana that had been posted on the Windsor Community page on Facebook. In short Moira said that she responded by saying, residents that have questions should attend a Select Board meeting with questions and concerns.

Chester D. Barnes Jr. 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 8:52p.m., seconded by Thomas McNaughton and approved 5-0-0. The Select Board came out of executive session at 10:20 p.m.

William Appel Jr. adjourned the Select Board Meeting at 10:20 p.m.

These minutes were approved by the Select Board on August 28, 2024.

The next Regular Select Board Meeting will be Tuesday, August 27, 2024, at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

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