



SELECT BOARD RECORD OF MEETING
NOVEMBER 19, 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, Thomas McNaughton, and Allison Whynot. Chester D. Barnes Jr. was absent.

Public Attending: Tom Reed, Nancy Fish, Charles Ferguson, Brandi Grosjean, Ray Bates, Montana Coffin, Gage McFarland, Eldon Pixley, and Connor Pixley.

Employees Attending: Theresa L. Haskell (*Town Manager*), Kathy Johnson (*Tax Collector, Bookkeeper, Deputy Clerk*), Arthur Strout (*CEO, Plumbing Inspector and E911 Addressing Officer*) and Joyce Perry (*Cemetery Sexton*).

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

Previous Meeting Minutes: **Andrew Ballantyne made a motion to approve meeting minutes dated 11/5/24 as presented, seconded by Allison Whynot, and approved 4-0-0.**

Consideration of Warrants #21 and #22 – Andrew Ballantyne made a motion to approve Warrants #21 and #22, seconded by Thomas McNaughton and approved 4-0-0.

Public Works: Theresa reported the following on behalf of Public Works.

- a.) The trucks are ready for plowing season.
- b.) The new truck should arrive and be available for use for the Public Works department in about 3 weeks.
- c.) There is still a Full-Time Public Works position posted.
- d.) Andrew Ballantyne commented that the Public Works department did a great job getting the trench dug at the Veterans Memorial Wall. Public Works dug the trench so that the Church sign will again be in working order soon.

Transfer Station:

- a.) Theresa handed out the monthly Transfer Station Report. September was up from last year at this time by \$4,114.65, making the overall total \$9,882.90.
- b.) The Select Board asked that there be a flyer printed to be offered at the Transfer Station as a reminder that the rates will be changing as of January 1, 2025. Theresa said she will create a flyer to be available at the Transfer Station and here at the Town Office and put it on the electronic sign out front.

Animal Control Officer: Nothing to report.

Cemetery Sexton: Joyce Perry (*Cemetery Sexton*)

- a.) Theresa Haskell reported all monies needed to purchase a ceremonial bugle totaling \$580.00 had been collected. When calling to order the bugle the cost had gone up slightly to \$609.00 with tax. Select Board Members and members in attendance made donations to make up for the difference and slightly beyond that, Theresa will donate any additional money left over to the Veterans Memorial Fund. A large donation came from a very generous Windsor resident. He was more than happy to make a couple of donations to the cause. Andrew Ballantyne voiced his appreciation for the gentlemen's generosity as did the other Select Board members present.

- b.) Joyce reported that (2) trees have been removed from Dyer Hill Cemetery. Joyce said she saw Chavarie Tree Services grinding the stumps this week.
- c.) Theresa discussed with the Select Board options for payment of the invoice for Chavarie Tree Services LLC. **Thomas McNaughton made a motion to move \$10,000.00 from the Cemetery Maintenance Account and then to look in June to see what will be needed to be taken out of the Cemetery Interest Account to pay Chavarie Tree Services LLC for the removal of (2) trees at Dyer Hill Cemetery, seconded by Allison Whynot and approved 4-0-0.**
- d.) There was a short discussion about switching Cemetery CDs to stocks and bonds much like the Windsor Educational Foundation and Reed Fund. More discussion to be had in the future.
- e.) Theresa reported that Joyce has been doing research on cleaning the cemetery stones for (2) cemeteries in Town. The cost for Windsor Neck Cemetery would be \$6,250.00. The cost for North Windsor Baptist Church Cemetery would be \$8,475.00. The stones at these cemeteries could be completed in one year's time. There was discussion of where the funds would come from to pay for cemetery stone care. There were a few ideas talked about. One option the Select Board has asked Theresa to look at is to see what dollar amount has been put in the Unassigned Fund Balance from cemeteries over a set amount of time to see if the Town will approve the use of those funds. This could be decided by townspeople at the town meeting. More to come.
- f.) Joyce got a price on flags for the Town. Cost for a 3'x5' flag is about \$10.00 for 100 flags and the brackets and poles would be an additional \$15.00-\$20.00 each. The Town would be looking at an estimated cost of \$3,000.00. The Select Board would like to see 25 flags in each direction on the Town Office placed on street poles. There was comment from the public from Nancy Fish to reach out to the community such as the Legions and VFW for donations they often make donations for those sorts of things. Charlie Ferguson and others in the audience agreed. Andrew Ballantyne and others would really like to see the Town of Windsor have flags on the town streets as other towns do, not only does it look nice it shows patriotism.

Code Enforcement Officer: Arthur Strout (CEO, Plumbing Inspector and E911 Addressing Officer).

- a.) Arthur gave an update on the Ridge Road property. He noted there has been some activity at the property. The landowner has been reported to be at the property. When the Sheriff's Department arrived, they found nobody on the property. The Select Board asked for clarification from Arthur of what property cleaned up means. Arthur stated that the property must be cleaned up of everything, all trash, vehicles, trailers, motorhomes, everything must be cleared off the property for it to be considered cleaned up.
- b.) Allison Whynot reported that there has been some noticeable clean-up done on the Jones Road property.

RSU #12:

- a.) William Appel Jr. asked Allison Whynot is there has been any changes to the snow day policy. Allison said there have been no changes to the policy.

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

- a.) Erskine Academy is hosting a College & Career Fair on May 21, 2025. China Town Manager, Becky Hapgood and Town Manager, Theresa Haskell will be at a booth representing Town Governmental Jobs. This will be posted on the Town's web site.
- b.) Nichole Stenberg (*Assessor's Agent*) will review William Van Tuinen's proposal to do the valuation for all the electrical utilities in Town. The cost to the Town will be approximately \$15,000.00 for the valuation. William Appel Jr. asked Theresa to inquire about the timeline, how long it will take to do the valuation. Andrew Ballantyne will also look over this proposal.
- c.) Bill Appel Jr. asked if there was any update on the new OSHA regulations. Theresa said she will contact Kevin Ready to see if they have heard anything.

- d.) Theresa handed out a letter from Delta Ambulance to the Select Board. A short discussion was had about the letter. Theresa was asked to reach out to Chirs Mitchell (*Executive Director*) at Delta Ambulance and invite him to a future Select Board meeting.
- e.) Theresa will have Joyce post a web link on the Town web site for legal services for the elderly.
- f.) Assessor's Agent Letters - **Andrew Ballantyne made a motion to suspend as Select Board and convene as Board of Assessors at 7:00 p.m. seconded by Thomas McNaughton and approved 4-0-0.** There was a discussion of eight 2024-2025 Tax Year Abatements. There is a suggestion from Nichole Stenberg, Windsor's Assessor's Agent, for a motion to sign the prepared Abatements.

<u>Acc. #</u>	<u>Name</u>	<u>Tax Abated</u>	<u>Reason</u>
RE 685	Northrup, Nathan & Thibodeau, Paullette	\$230.00	Homestead exemption not applied
RE 380	Blaisdell, Emma & Bradley	\$124.20	Error in building valuation
RE 1	Abbott, Richard & Susan	\$1,460.96	Error in building valuation
RE 158	Brann, Darrell	\$2,179.48	Error in building valuation
RE 841	Newcombe Samuel	\$159.16	Error in building valuation
RE 1521	Tomkins, Hannah & Whitney, Jordan	\$250.24	Error in building valuation
RE 1401	Vigue, Wanda	\$116.84	Error in building valuation
RE 281	Coffin, Montana & Amber Casey	\$749.80	Error in building valuation

Total Abatements: \$ 5,270.68

Andrew Ballantyne made a motion to accept and sign the Assessor's Abatement Tax Warrants totaling \$5,270.68 as listed above as per Nichole Stenberg, Windsor's Assessor's Agent recommendations, seconded by Thomas McNaughton and approved 4-0-0.

Andrew Ballantyne made a motion to adjourn as Board of Assessor's and reconvene as Select Board at 7:06 p.m. seconded by Thomas McNaughton and approved 4-0-0.

- g.) Theresa will attend a webinar class on December 3, 2024, to get updates on the new Paid Family Leave Act that will take effect as of January 1, 2025.

Public Comment:

- a.) Gage McFarland from Boy Scout Troop 609 was here working on his Tenderfoot badge. He was in the audience taking some notes and he then stepped forward to ask the Select Board a few questions. Gage asked what the Select Board liked to do in their free time. Andrew likes to work in his yard and play with his kids. William Appel Jr. said he also does things around his yard, hikes, and does things to stay physically fit. Allison said she cuts up deer and moose, she has a side business doing this. Tom said he has goats that keep him busy. Gage asked if they attend every meeting. And how often do they meet? The Board answered they do attend most every meeting. There needs to be at least 3 out of 5 Board members present to have a Select Board meeting. This is called a quorum. It is the minimum number of members of a group that must be present at a meeting to conduct business. One other question asked by Gage was do you have a job outside of being on the Select Board. They all answered yes. Andrew said he is an Electrical Engineer, Allison said she is a Teacher, Tom said he volunteers at the Food Bank, William Appel Jr. said he works at the Hospital.
- b.) Connor Pixley from Boy Scout Troop 609 is a Tenderfoof working toward his 2ND class. He was in the audience taking notes and stepped forward to ask the Select Board why they chose to represent the Town of Windsor. Andrew answered someone approached him and said he should run for Select Board, and he wanted to do more for his town, and he thought this would be a good place to start. Allison said she also was asked by a few people to run for Select Board, and she believes if you want to see change then getting involved with your community, being on a board, or a committee, is a good place to start. Tom said the Select Board is a volunteer position for the Town and it is one way he can give back to his town. William Appel Jr. said he has sat in the audience at meetings for many years, and he may do so again one day. He enjoyed it. He wanted to be more a part of it. He ran for

the Select Board and here he is. He enjoys it very much. William Appel Jr. then asked Connor what grade he was in, and what he likes to do in his spare time. Connor replied, he is in 7th grade and likes to read, draw and play several instruments.

- c.) Ray Bates mentioned he had taken a walk around Parke Property; he said there are some very large trees down.
- d.) Tom Reed mentioned there is a new program update beginning January 31, 2025, for the Veterans on signing into the HealthVet account and Tom will send over the link so Joyce can put it on the Town's website.

Select Board Notes or Bulletins:

- a.) Tom mentioned there has been an ergo evaluations started. Theresa said yes, there has been (2) completed for the office staff. He asked Theresa to investigate having the rest of the ergo evaluations completed for the office staff and see if they have ergo evaluations available for other departments such as Public Works and Transfer Station.
- b.) Thursday November 21, 2024, there is a Comprehensive Plan Work Group meeting at 6:00 p.m.
- c.) William Appel Jr. mentioned the Site Plan Review still needs to be pushed along to the Planning Board.
- d.) William Appel Jr. had a short discussion about what wording needs to be used for the June ballot for the medical marijuana warrant article.

William Appel Jr. adjourned the Select Board Meeting at 7:55 p.m.

These minutes were approved by the Select Board on December 3, 2024.

The next Regular Select Board Meeting will be Tuesday, December 3, 2024, at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

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