



## MINUTES OF PLANNING BOARD MEETING

Monday, May 2, 2016

WINDSOR TOWN OFFICE

Note: These minutes may not be considered an official public record until such time as they are read and accepted by the Planning Board Members.

Members present: Scott Farwell, Jerry Nault, Tom Squiers, Carolyn Perry and Bill Appel

Members absent: Carol Chavarie

Others present: Tom Reed, Tom McNaughton and Town Manager Theresa Haskell

### Call to Order

The meeting was called to order at 7:00 p.m., by substitute Chairperson Tom Squiers.

### Previous Meeting Minutes, Consideration & Action

**Jerry Nault moved that the minutes from the February 1, 2016 Planning Board meeting be accepted as written. Carolyn Perry seconded, all approved, 5-0.**

**Public Comment**—Resident Tom Reed commented that the Kelley gravel pit across from the Windsor Fairgrounds is expanding noticeably towards Route 32.

### Unfinished/Old Business

Planning Board Materials: The Planning Board discussed the organization of the Planning Board's maps and other materials. Town of Windsor Deputy Clerk Debbie French had gathered and provided the Board copies of State rules and guidelines for retention and disposal of government records. Tom, Carol and Jerry agreed to meet to assess the situation and formulate a plan for the project based on this guidance, and will report progress at future Planning Board meetings.

CMP Project: The Town Manager reported that Central Maine Power Co. may be considering expansion of the new substation, but the expansion will be within the existing footprint of the substation so it is not likely to require Planning Board review.

**New Business**—None

### Adjournment

The meeting was adjourned at 7:30 p.m.

**The next regular Planning Board meeting is scheduled for Monday, August 1, 2016, at 7:00 pm, and will occur on a quarterly basis until further notice.**

Respectfully Submitted,  
Scott Farwell, Secretary