



SELECT BOARD RECORD OF MEETING
JUNE 18, 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: Thomas McNaughton, Chester D. Barnes Jr., William Appel Jr., and Allison Whynot. Andrew Ballantyne left at 7:04 p.m.

Public Attending: Tom Reed, David Landmann, Ray Bates, Carol Chavarie, Adrian Prindle, Nichole Stenberg, Chester D. Barnes Sr. Ed Hartwell, and Julia Hartwell.

Employees Attending: Theresa L. Haskell (*Town Manager*), Keith Hall (*Public Works Supervisor*), Gregory Feltis (*Asst. CEO, Plumbing Inspector and E-911 Administrator*) and Vern Ziegler (*Assessor's Agent*).

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

Theresa Haskell said we need to vote for a new chairperson and handed out paper. The first count for chairperson was Thomas McNaughton (2 votes), William Appel Jr. (2 votes) and Chester D. Barnes Jr. (1 vote). Theresa said the vote fails so we will need to do it again. The second count for chairperson was Thomas McNaughton (2 votes) and William Appel Jr. (3 votes). Congratulations William Appel Jr. you are the new Select Board chairperson.

Previous Meeting Minutes: None

Consideration of Warrants #54 and #55 – Chester D. Barnes Jr. made a motion to approve Warrants #54, and #55, seconded by Thomas McNaughton and approved 4-0-0.

William Appel Jr. let Vern Ziegler introduce Nichole Stenberg from Dirigo Assessing who will be the Town's new Assessor's Agent. Nichole Stenberg worked for Maine Revenue Service in the past and has over twenty plus years of experience in Property Tax. The Select Board welcomed Nichole Stenberg and said we look forward to working with her and the company.

Public Works – Keith Hall Reported:

- a.) Got a lift and rented a power washer to clean the siding on the Town Office.
- b.) Keith said he still has money left in Roadside Mowing and will be having Chris Pierce and Nathan Northrup do sections in Town. They use different equipment and have different pricing options.
- c.) The Amish signs have been put up.
- d.) Three chevron signs are now up on the Coopers Mills Road corner.
- e.) The Public Works crew helped with voting set up and break down.
- f.) The new sign was installed within the Serenity Springs Trailer Park. "Northeast Way".
- g.) Keith said he talked with Lucas Striping and the price is the same as last year \$0.07 for white lines and \$0.14 for double yellow lines per foot.
- h.) They had to clean up gravel that spilled over on the Hunts Meadow Road intersection of Doyle Road.
- i.) Keith is still in contact with the concrete guy regarding the Transfer Station wall and Scott Peaslee will do this for \$12,000.00 with the Select Board's approval. **Chester D. Barnes Jr. made a motion to approve Scott Peaslee to replace the Transfer Station wall for \$12,000.00, seconded by Andrew Ballantyne and approved 5-0-0.**

- j.) Keith has investigated the new Public Works truck that the townspeople just approved at the Town Meeting, and he is unable to get a green truck, but they have a red one. He said the plow gear could take up to 4-5 months to get. Hopefully, we can get it by November.
- k.) Keith met with Troy Henderson from Burns & McDonnell regarding the Central Maine Power road damages going into the power lines.
- l.) Keith said the Reed Road will be getting 12.5 mm and pave 1 ½ with an Overlay 8,250' with a 1,200' kickout.
- m.) Truck #5 needed to have some extra work on it.
- n.) Truck #6 has been approved by the townspeople at the Town Meeting to be sold.
- o.) Chester D. Barnes Jr. asked about the logging on the Legion Park Road and if Forestry has been contacted if not, he will contact them. Keith said he will check as well.

Transfer Station – Keith Hall Reported:

- a.) All is good. Had to fix the printer up at a large scale.
- b.) The speed limit sign is up at the Transfer Station to hopefully get people to slow down.

Animal Control Officer - No Report.

Cemetery Sexton – No Report.

RSU #12 Update – No Report. Allison Whynot said school is out.

Public Comment:

- a.) Ed Hartwell said Julia Hartwell would like to talk on behalf of Pack #609. She is part of Pack #609 under Shawn McFarland and would like to be able to collect bottles here at the Town Office for the Pack. They have a 6' long 4' high and 3' deep container with a graded bottom and would like to place this at the Town Office with a sign on it to collect bottles. They will check it weekly. **Chester D. Barnes Jr. made a motion to allow Pack #609 to place a bottle collection container at the Town Office in a location that will not affect plowing, seconded by Andrew Ballantyne, and approved 5-0-0.**
- b.) David Landmann said he would be interested in being a regular Planning Board member for a three-year term.
- c.) Greg Feltis gave an E-911 & Code Enforcement Report. It looks like the E-911 address updates could be done by late fall/early winter. Greg also presented a Building Permit Processing Checklist flow chart.

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

- a.) No one attended the Conservation Committee meeting on June 17, 2024, it is now being rescheduled to Monday, July 1, 2024, at 6:00 p.m.
- b.) Theresa said since Andrew Ballantyne had to leave, she would like to table the Select Board-Department Heads/Committee Heads list for the next meeting.
- c.) Theresa presented a list of Oath's for approval. There was some discussion regarding the Animal Control Officer, Building Inspector (these two are appointed by the Select Board) and Code Enforcement Officer's (who is appointed by the Town Manager) Oaths. Theresa said these are renewed yearly and if we do not re-appoint them, we would not have anyone to be able to do the job. The Select Board said they would like a meeting with the Animal Control Officer, Building Inspector and Code Enforcement Officer at the next meeting. The Select Board would like Department Heads to attend at least once a month to the Select Board's meeting with a report. **Thomas McNaughton made a motion to appoint the following, Kim Bolduc-Bartlett – Back-up Animal Control Officer to 2025, Richard H. Gray Jr. to 2027 and Thomas Reed to 2027 – Cemetery Committee Members, Robert Holt to 2027 and Laurie Thomas to 2027, Board of Appeals Members, Bonnie Squiers to 2027 and Heather Wilson to 2027 – Windsor Educational**

Foundation and Reed Fund Member, Chester D. Barnes Sr. to 2027 and Adrian Prindle to 2027 – Conservation Commission Committee Member, Katherine Johnson to 2025 – Tax Collector and David Landmann to 2027 – Planning Board Member, seconded by Allison Whynot and approved 4-0-0.

- d.) After discussion **Chester D. Barnes Jr. made a motion to appoint Rayn Carver for a one-year term as Animal Control Officer, seconded by Allison Whynot and approved 4-0-0. Chester D. Barnes Jr. made a motion to appoint Arthur Strout as the Building Inspector for a one-year term, seconded by Thomas McNaughton and approved 4-0-0.**
- e.) Ray Bates said he would like to be a member of the Transfer Station Committee. **William Appel Jr. made a motion to appoint Ray Bates as a Transfer Station Committee Member, seconded by Chester D. Barnes Jr. and the vote failed 2-2.**
- f.) Theresa handed out the MMA Legislative Policy Committee ballot for the Select Board to vote on. **Chester D. Barnes Jr. made a motion to vote for Pam Dunning – Wiscasset and Donald Whitmer-Kean – Somerville, seconded by Thomas McNaughton and approved 4-0-0.**
- g.) Theresa said Dwight Tibbetts is interested in having a concert to benefit the American Lung Association upstairs of the Town Hall. There was much discussion on the Building Use Policy and concerns about the limit of seventy-five people. This was tabled to the next regular meeting.
- h.) Theresa was asked by Jeff Frankel if the Select Board would be willing to allow the Town of Windsor’s Seal to be placed on the back of the “Share the Road with Carol” bike ride as it has been done in the past. **Chester D. Barnes Jr. made a motion to allow the Town’s Seal to be on the back of the “Share the Road with Carol” bike ride t-shirts in honor of Dr. Carol Eckhart, seconded by Thomas McNaughton and approved 4-0-0.**
- i.) Theresa said there is the 77th Annual Maine Property Tax School that will be in Augusta, July 29, 2024, to August 2, 2024, this year and it would be a beneficial class to take knowing our Assessor’s Agent, Vern Ziegler, is retiring and we will be collaborating with a new company. **Chester D. Barnes Jr. made a motion to have Theresa Haskell attend the 77th Annual Maine Property Tax School in Augusta, July 29, 2024, to August 2, 2024, seconded by Thomas McNaughton and approved 4-0-0.** Thomas McNaughton recommended that a Select Board member should also attend, and he would be willing and if he could not attend maybe Allison Whynot might be interested. **Chester D. Barnes Jr. made a motion to have Thomas McNaughton attend the 77th Annual Maine Property Tax School in Augusta, July 29, 2024, to August 2, 2024, seconded by William Appel Jr. and approved 4-0-0.**
- j.) Theresa received an invitation from the Windsor Fair Association inviting the Select Board to their supper on July 10, 2024.

Select Board Items:

- a.) William Appel Jr. received an anonymous letter from a group called “Concerned Citizens of Windsor” regarding some concerns they have within the Town. Thomas McNaughton said he welcomes comments. Chester D. Barnes Jr. said he felt threatened. William Appel Jr. said “as a Select Board Member and also a Concerned Citizen of Windsor” he invites anyone to attend a Select Board meeting and encourages the involvement to address any concerns within the Town of Windsor to the Select Board members.
- b.) William Appel Jr. said he received a letter from McKee Morgan Law Firm regarding an incorrect designation of a road name “Landworks Lane” and would like to have this on the agenda for the next meeting and to include all parties involved including the Code Enforcement Officer, Arthur Strout and Assistant Code Enforcement Officer Greg Feltis.
- k.) William Appel Jr. said the Planning Board has been getting new Site Plan Review Applications and there has been discussion of possibly some Solar Farm Applications and there is a Planning Board training that he would like to attend. Chester D. Barnes Jr. said he would be interested in that if he is

available that training day. **Thomas McNaughton made a motion to have William Appel Jr. and Chester D. Barnes Jr. attend the upcoming Planning Board training, seconded by Chester D. Barnes Jr., and approved 4-0-0.**

- c.) Chester D. Barnes Jr. asked when a meeting will be set up with C. B. Haskell Fuel Company, Inc. regarding the Town Hall Heat Pumps. Theresa said she has contacted them and is waiting for them to set up a date.
- d.) **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 at 8:16 p.m. and to include the Town Manager, seconded by Thomas McNaughton and approved 4-0-0.** The Select Board came out of executive session at 9:37 p.m.

William Appel Jr. adjourned the Select Board Meeting at 9:37 p.m.

These minutes were approved by the Select Board on July 16, 2024.

There will be a Special Select Board Meeting on June 27, 2024, for year end at 6:00 p.m. at the Windsor Town Hall.

The next Regular Select Board Meeting will be Tuesday, July 2, 2024, at 6:00 p.m. at Windsor Town Hall.

Respectfully Submitted,

Theresa L. Haskell
Town Manager