



SELECT BOARD RECORD OF MEETING  
JULY 30, 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 was absent.

**Public Attending:** Tom Reed, Angela Molino (EMA Director), Nancy Fish, Patsy Crockett (Kennebec County Commissioner), Moira Teekema, Dennis Strout, Kevin Ready, Carol Chavarie, Ray Chavarie, John Deeds, David Coons, Phil Blais, Elizabeth Blais, Jacob Blais, Ray Bates and Jason Ready. Arthur Strout arrived at 7:37 p.m.

**Employees Attending:** Theresa L. Haskell (*Town Manager*) 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 the minutes dated July 16, 2024, as presented, seconded by Allison Whynot, and approved 4-0-0.

**Consideration of Warrants #5 and #6 – Thomas McNaughton made a motion to approve Warrants #5, and #6, seconded by Allison Whynot and approved 4-0-0.**

**Public Works – Keith Hall Reported:**

- a.) They have been working on the Doyle Road and Barton Road with the tree trimming and the Weeks Mills Road for a total of 19 hours \$4,385.00 (\$215.00 per hour). Keith said they did mow around the inside/outside of the Dyer Hill Cemetery fence for about 1 ½ hours.
- b.) The Roadside Mowing has been completed and Keith will sign off indicating he is satisfied with the work done.
- c.) They started working on the Reed Road and Truck #5 blew the water pump and it is now at O'Connor's, and they should be getting it back Thursday or Friday.
- d.) The large culvert on Coopers Mills Road will be on schedule soon.
- e.) Keith said he will get the information from Theresa for the 2016 Terrastar to be put up for sale.
- f.) The signs that DOT gave us for Hunts Meadow Road are in but with no posts. Keith will contact DOT to see exactly where they need to be placed and about getting the holes dug.
- g.) Allison asked about the new truck. Keith said they are still waiting on the body/plow gear, and it could be September/October before they even get it. We are in hopes to have it up and running by November.

**Transfer Station – Keith Hall Reported:**

- a.) The scale head will be installed tomorrow.
- b.) The discussion of having stickers on the vehicles who enter the Transfer Station was discussed once again. More discussion to follow.
- c.) The next Transfer Station Committee Meeting is scheduled for September 17, 2024, at 6:00 p.m.

**Animal Control Officer - No Report.**

**Cemetery Sexton –** Theresa said the Cemetery Committee met and would like to raise money to purchase a bugle, so it can be used at our Memorial Day celebration and any other celebrations that the Town may want.

This is around \$600.00. Theresa said we could have a donation jug for this, and the Select Board agreed. Moira Teekema said she knows how to play a trumpet but does not have one.

**RSU #12 Update – No Report.**

**Public Comment:**

- a.) Patsy Crockett (Kennebec County Commissioner) introduced herself and gave a background report to the members and the audience. She said if the Town has any issues, to please send them her way and she will see what they can help with. The new OSHA standards were heavily discussed knowing it will bring an enormous impact on the smaller towns. Kevin Ready and other members of the Windsor Volunteer Fire Department also gave information on this. William Appel Jr. said the original proposed budget increase for the County at 44.1% was extremely high and asked knowing besides the items you have no control over is one thing but the ones that you can have control over why they were so high. Knowing there are three Commissioners, William Appel Jr. suggested that the Administrator should have produced a plan to space it out rather than all in one year. Patsy Crockett said they have Unions, and the negotiating was a 14% increase at the jail. Theresa had asked to have the County Commissioners to publish the Expenses/Revenues budgets quarterly and the Select Board agreed.
- b.) William Appel Jr. expressed his displeasure with the County Administrator on how he treated the Town of Windsor's Town Manager during a budget meeting and wanted the Commissioners to know that Theresa Haskell has been on the County Budget Committee for many years and is very thorough on how budgets work and was truly asking very detailed questions that should have been answered in an appropriate manner and wasn't.
- c.) Angela Molino (EMA Director) wanted to introduce herself and said they she also wrote on the Public Comment section regarding the new proposed OSHA standards to support the firefighters and communities and how this would affect the smaller towns. The Public Hearing is now set for November 12, 2024. Currently it looks like Towns and Cities will have to comply within a two-year period. Angela also mentioned that there are Preparedness programs and HSGP grants available and if the Town is interested, she would help us with them to see if we qualify.
- d.) Patsy Crockett said she would like to end on a happy note and wanted to present to Theresa Haskell (Town Manager of Windsor, Maine) the Spirit of America 2023 award serving as the Town Manager, founder of Windsor Days, coaching Windsor sports and as a Girl Scout Leader.
- e.) John Deeds spoke of his displeasure with the way the traffic flows within the Town, especially by his house on Route 105 heading towards Somerville which the speed limit is set at 35 mph. and wanted to see if we could get more patrol in the area for these concerns. He also indicated how fast they travel on Route 32 at this intersection, and someone is going to get hurt. It was asked to see if the Sheriff could be invited to a future Select Board's meeting. Ray Chavarie would like to give credit to the Sheriff's Department and State Police for their service and helping during Rescue calls while their assistance is needed.
- f.) Kevin Ready, Windsor Volunteer Fire Department, gave more information on the OSHA Standards and what the Town will be looking at if this passes and this will be a huge affect on the budget, and they will be prepared to present new expenses when this gets approved but it will all depend on the time frame when everything goes into effect.
- g.) William Appel Jr. asked how the "Take it or Leave it" went and Kevin replied it went well. He does not have a final total with him. Theresa Haskell said the amount that was raised would be great to know as townspeople would need to realize without this fundraiser, we would need to raise additional monies to fund the WVFD.

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

- a.) Theresa handed out the 12 Month Budget figures for 2023/2024. The total actual budget spent was around 89.46% with receiving approximately 119.47% in revenue.

- b.) Theresa presented copies of the inserts that may be inserted into the Tax Bills this year. One insert is the information on the new adoption of the Windsor Site Plan Review Ordinance with information on the Planning Board. The other insert is the information on the Transfer Station rate change to take effect on January 1, 2025.
- c.) KRT Appraisal is looking for a 30-day extension on the revaluation. Within their contract it indicates they could have a 30-day extension with the Select Board's approval. KRT indicated the delay was not attributed to any one or two things but across all their 2024 Towns that they are doing a revaluation they had a large volume of callbacks on the interior appointments which has caused a bottleneck in their ability to get the information keyed into the system. Windsor alone had an additional week of callbacks as many calls came in after the deadline. **Thomas McNaughton approved a 30-day extension with hopes that it will be completed sooner than that as the tax bills will need to be sent out, seconded by Chester D. Barnes Jr., and approved 4-0-0.**
- d.) MMA Annual Election – **William Appel Jr. made a motion to delegate the voting authority to the Town Manager, Theresa L. Haskell, seconded by Chester D. Barnes Jr. and approved 4-0-0.**
- e.) The following appointments were presented for the Select Board as Select Board members on behalf of the following committees. **Chester D. Barnes Jr. made a motion to appoint Andrew Ballantyne and William Appel Jr. as Transfer Station Committee Members, Nancy Fish, Chester D. Barnes Jr. and Thomas McNaughton as Conservation Committee Members, Allison Whynot as Windsor Educational Foundation and Reed Fund Member, Allison Whynot as General Assistance Deputy, Andrew Ballantyne and Chester D. Barnes Jr. as Cemetery Committee Members, Allison Whynot and William Appel Jr. as Planning Board Members, seconded by Allison Whynot and approved 4-0-0.**
- f.) Nancy Fish asked if the pit owner across from her home on Hunts Meadow Road had been approached regarding the newly approved Windsor Site Plan Review Ordinance. Arthur Strout said he believes he went to the wrong pit.
- g.) Theresa said we normally close the Transfer Station on Saturday during the Windsor Fair at noon because of the traffic that goes along with the fair. This year the Windsor Fair will be open for two Saturday's and wanted to know if the Select Board wanted to approve closing at noon for both Saturday's (August 24<sup>th</sup> and August 31<sup>st</sup>). **Chester D. Barnes Jr. made a motion to close at noon on both Saturday's August 24, 2024 and August 31, 2024 during Windsor Fair, seconded by Thomas McNaughton and approved 4-0-0.**

#### Select Board Items:

- a.) Tomas McNaughton said he attended the Planning Board meeting in which they have been discussing the possibility of a new Mineral Extraction Ordinance with working with a small working group on the needs of the Town and the concerns from the community. This would be a welcome working group, and they will be waiting for the Planning Board to give approval for a group meeting. Theresa Haskell said she has a list going of who would like to be part of this discussion.
- b.) **William Appel Jr. made a motion to go into executive session pursuant to 1 M.R.S.A. § 405(6)(A) to discuss personnel matters at 9:07 p.m. and to include the Town Manager, seconded by Chester D. Barnes Jr. and approved 4-0-0.** The Select Board came out of executive session at 9:27 p.m.
- c.) Chester D. Barnes Jr. indicated he would get quotes on Security Systems for the Town Office.

**William Appel Jr. adjourned the Select Board Meeting at 9:28 p.m.**

These minutes were approved by the Select Board on August 13, 2024, with William Appel Jr. asking to amend them with adding under the Public Comment section a.) last sentence to read “Theresa had asked to have the County Commissioners to publish the Expenses/Revenues budgets quarterly and the Select Board agreed.”.

**The next Regular Select Board Meeting will be on Tuesday, August 13, 2024, at 6:00 p.m. at the Windsor Town Hall.**

Respectfully Submitted,

Theresa L. Haskell  
Town Manager