



SELECT BOARD RECORD OF MEETING
FEBRUARY 11, 2025
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: Tom Reed, Carol Chavarie, Nancy Fish, Troy Thibodeau, Gery Mitchell, B. Hoffman, Pat Stanek, Kevin Ready, Dennis Strout, Ray Bates, Matthew Taylor, Pattie Taylor, Brandi Grosjean, Bill Portela, and Moira Teekema.

Employees Attending: Theresa L. Haskell (*Town Manager*), Kathy Johnson (*Tax Collector, Bookkeeper, Deputy Clerk*), Keith Hall (*Public Works Road Supervisor*), and Greg Feltis (*Health Officer, Assistant CEO/LPI and E911*).

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

Previous Meeting Minutes: **Thomas McNaughton made a motion to approve the meeting minutes dated 1/28/25 with correction to name William Appel Jr. under Select Board Notes or Bulletins b.), seconded by Chester D. Barnes Jr., and approved 5-0-0.**

Consideration of Warrants #34 and #35 – Andrew Ballantyne made a motion to approve Warrants #34 and #35, seconded by Thomas McNaughton and approved 5-0-0.

Public Works: Keith Hall reported.

- a.) The Public Works department has been working a lot of overtime hours due to storms. They have been using available backup drivers when they are available to work. Public Works will use McGee for the upcoming storms for backup as needed.
- b.) The trucks are all running good with no issues currently.
- c.) Public Works and Town Manager have interviewed (1) so far for the full-time position. More to come.
- d.) The well pump has been replaced at the Public Works garage. Bowie Bro's replaced the well pump. The expansion tank was also replaced. C. B. Haskell Fuel Company, Inc. replaced the expansion tank.

Transfer Station:

- a.) Theresa reported she and Allison Chase (*interim Transfer Station Supervisor*) will be doing an interview for a part-time Transfer Station attendant on Friday.

Animal Control Officer: Nothing to report.

The Select Board noted they would like Ryan Carver (Animal Control Officer) to attend the next meeting.

Cemetery Sexton: Nothing to report.

Code Enforcement Officer: Greg Feltis (*Health Officer, Assistant CEO/LPI and E911*) reported.

- a.) The Select Board has a copy of the Code Enforcement Officer's report. The Select Board had no question about Greg' reporting at this time.

RSU #12:

- a.) Allison Whynot reported that there are some job openings currently at the RSU12.

Town Manager's Items – Theresa Haskell reported.

- a.) Theresa received a letter from Delta Ambulance confirming the \$35.00 per capita.
- b.) Dan West sent an invoice to the Town for \$100.00. This is for his appointed secretary duties for the Planning Board meeting on January 6, 2025, \$75.00 and an additional \$25.00 for doing agenda preparation for Planning Board February 3, 2025. The Planning Board Secretary Budget line has currently paid out \$450.00. Select Board states Dan can only get paid what is left in in budget.
- c.) A water test was done for the Town Office on January 28, 2025. The test results are not back yet. No PFAS test done at this time. There will be further discussion as to whether a PFAS test will be done in the future.
- d.) The thumper unit and stretcher have been ordered and received by Windsor Rescue. **Andrew Ballantyne made a motion to move \$44,664.60 from Rescue Capital Reserve Spring Ahead Business Money Market Account and move to the Town's checking Account to pay for the thumper unit and stretcher, seconded by Chester D. Barnes Jr. and approved 5-0-0.**
- e.) Theresa reviewed in brief the reasons why there is an increase in the PSAP contract. Primarily the increase is due to contracted wage increases. **Thomas McNaughton made a motion to approve the PSAP contract as written and have Theresa Haskell electronically sign the contract, seconded by Allison Whynot and approved 5-0-0.**
- f.) A draft copy of the Mineral Extraction Survey was handed out to the Select Board for their review. This will be discussed at a future meeting.
- g.) C.B. Haskell Fuel Company Inc. emailed an estimate for the yearly service and cleaning of the heat pump units at the Town Office. The estimate is \$1,260.00. This excludes any parts the heat pumps may need and service calls throughout the year for the heat pumps. The estimate expires on 3/13/2025 if not accepted. Theresa noted this is an expense that will need to be added to the budget.

Public Comment:

- a.) Carol Chavarie discussed with the Select Board an attendance problem in relation to a Planning Board member. Carol has tried on several occasions to reach Thomas Leonard to attend the scheduled Planning Board meetings to keep his standing as an alternate member. The guidelines were reviewed and discussed. **Chester D. Barnes Jr. made a motion to approve Carol Chavarie as Planning Board Chair to remove Thomas Leonard as an alternate Planning Board member. Carol Chavarie will notify Thomas Leonard via letter, seconded by Andrew Ballantyne and approved 5-0-0.** Carol noted that Nancy Fish would be interested in filling the upcoming vacancy on the Planning Board when F. Gerrard Nault's resignation is effective on February 28, 2025. **Thomas McNaughton made a motion to appoint Nancy Fish to Planning Board as of March 1, 2025, effective until June 30, 2026, seconded by Andrew Ballantyne and approved 5-0-0.**
- b.) Matthew Taylor handed out a packet for the Select Board to review and spoke with the Select Board at length regarding the Long Pond Acres Subdivision. Questions were raised regarding the right-of-way and Fire Road. Mr. Taylor, as well as other lot owners, said Mr. Taylor is looking for more clarification. Mr. Taylor collected information after meetings with Greg (*Assistant CEO*), Carol Chavarie (*Planning Board Chair*), and Theresa Haskell (*Town Manager*). After much discussion, the Select Board will send information to the Town's attorney for review and request the Planning Board draft a letter by February 28, 2025, for all property owners and abutters so Mr. Taylor to take to his meeting stating the Town is having the Town's attorney investigate this further.

- c.) Troy Thibodeau and Gery Mitchell from Clean Energy Connect were present. Troy let the Select Board know what has been happening around Town in around the power lines. He said that most of the large equipment has been removed from the work sites or is already on site that they need. There are only a few pieces of large equipment that will be brought in, a triaxle crane and bulldozer. The plan is to be finished work by June 2025. They are aware of the damage being done to the roads and they are documenting it the best they can and if the Public Works department sees areas, please also let them know so that they can forecast the cost for repairs they will need to account for.
- d.) Bill Portela spoke to the Select Board regarding a dangerous dog situation. Bill had been walking his dogs on a leash, on more than one occasion past 1135 South Belfast Road when (2) German Shepard dogs have come out and attacked his dog. Bill showed a video of one attack. He has had a school bus stop and help, and a motor vehicle stop and assist. He said it is time that something be done about this dog situation. Bill has contacted the animal control officer about the situation. He called the Town Office to contact the animal control officer also. He read aloud the state statute for dangerous dogs. He believes that these situations meet all the guidelines for the state dangerous dog statute. Bill presented an official letter to the Select Board to start the process of getting this taken care of.

Select Board Notes or Bulletins:

- a.) Andrew Ballantyne asked for an update on the Ridge Road property. Theresa said Riverside Disposal replaced the full dumpster that the property owner had filled. Currently it is the property owner that has been doing the cleanup. There is nobody living at the residence currently.
- b.) Chester D. Barnes Jr. will send Theresa more information and updates on the security system he has in mind for the Town Office.

William Appel Jr. adjourned as Select Board to discuss 2025/2026 Budget items at 8:15 p.m.

These minutes were approved by the Select Board on February 25, 2025.

The next Regular Select Board Meeting will be on Tuesday, February 25, 2025, at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

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