



# **Minutes of Windsor Planning Board Meeting**

**Monday March 3, 2025**

**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: Chair Carol Chavarie, Tom Squiers, David Landmann, and new member Nancy Fish

Others present: Tom Reed, Matthew Taylor, John Thompson, Arthur Strout, Bonnie Squiers, Deborah Tanner, Robert Tanner, Raymond Hanson, Jr., Nathan Northrup, Paulette Thibodeau, Corbin Dostie, Katie Clark, Bill Appel, Pas Stanek, Paul Hoffman, Saree Boutin, Mindy Emond, Gary Emond, and Jennifer Richardson. Theresa Haskell, Windsor Town Manager, was also present.

**Call to Order-**The meeting was called to order at 7 pm by Carol Chavarie

**Previous Minutes, Consideration and Action-** David Landmann moved those minutes from the February 3, 2025 Planning Board meeting be accepted as written. Carol second, 4-0 approved.

Carol told the audience that Dan West and Jerry Nault had both recently resigned and thanked them for their service on the board. As Dan was the secretary the board needed to nominate a new secretary. Nancy Fish agreed to do this temporarily however expressed a desire to find a better long-term solution. **Carol moved, David second. 4-0 approved.**

**Public Comment-** Tom Reed has continued to research forestry and subdivisions. Tom suggested the Subdivision Ordinance be updated to explain the steps of how to get it done. No abutters have been notified about the plan for the property near him which is now a forestry project. Paulette Thibodeau asked about the Site Plan Ordinance and where previous editions are available. She was told this was the first edition. However, older editions of ordinances are available by requesting them from the town clerk, Kelly McGlothlin.

**Old Business-** Carol read portions of a letter from the town's lawyer that the town and board received regarding the authority of the Planning Board on a previous board's decision regarding the Long Pond Acres Subdivision. That decision was from 1988. The letter stated that this board has no new jurisdiction unless a new application is received regarding changes. Much discussion was had regarding what was required for a new application being needed and if the public can have a copy of the lawyer's letter. David Landmann provided a copy to Paulette Thibodeau. Further discussion on

this matter was tabled until the interested parties could read the letter and decide if a new application was warranted. **Tabled 4-0, David moved, Tom second**

Coyote Lane- David again provided the timeline of the various properties on his land and requested the board make a timely decision on this so he can make improvements and add a concrete slab. New board member Nancy stated she was uncomfortable voting at this time without more information and with David abstaining there were not enough members to vote. David will meet with Arthur Strout and Greg Feltis, Windsor Code Enforcement Officers, to discuss steps needed for resolution. **This was tabled 4-0, Carol moved, Tom second.**

Medical Marijuana Ordinance-Previous board member Dan West updated the ordinance based on discussion during the February 7 meeting. **David moved that this be accepted as written, with Tom second. Vote was 3-0-1, with Nancy abstaining as she had not read the ordinance.**

**New Business** – Corbin Dostie submitted a Site Plan Review application and a building permit so he can build both a garage and an out building for a small business on his property. He reported Keith Hall, Road Supervisor, had approved the entrance for this. Corbin was reminded he had not paid the fee for filing the applications. Discussion regarding the need for another septic as the business will require water. Corbin will meet with the CEO to look at the property and will pay fee tomorrow. **A conditional application was approved by the board contingent on those items. David moved, Tom second, 4-0 approval**

John Thompson provided a Site Plan Review application regarding an addition he would like to add to his home for a senior apartment. The board decided that a site plan was not needed as it is simply an addition. The Planning Board suggested his site plan fees be reimbursed and this will need to be approved by the Select Board. The CEO will issue building permits as needed. **4-0 approved, David moved, Carol second.**

Christopher Weeks submitted a Site Plan Review application regarding his property on Augusta-Rockland Rd. Christopher was not present and no fee had been paid for this application. This was tabled until Christopher is present.

**Executive Session-** David moved and Carol second to go to executive session regarding a personnel matter per section 1 M.R.S.A. §405(6) (A). 4-0 approved. **Executive session ended and meeting was adjourned by Carol at 8:38 pm.**

**Next meeting Monday April 7, 2025 at 7 pm.**

Respectfully submitted by Nancy Fish, secretary.