



SELECT BOARD RECORD OF MEETING
APRIL 22, 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: Chester D. Barnes Jr., Thomas McNaughton, and Allison Whynot. William Appel Jr. and Andrew Ballantyne were absent from the meeting.

Public Attending: Nancy Fish, Matthew Taylor, Carol Chavarie, Moira Teekema, Brandi Grosjean, Ray Bates and Tom Reed arrived late.

Employees Attending: Theresa L. Haskell (*Town Manager*), Kathy Johnson (*Tax Collector, Bookkeeper, Deputy Clerk*), Kelly McGlothlin (*Town Clerk*), and Allison Chase (*Interim Transfer Station Supervisor*).

Theresa L. Haskell opened with the Pledge of Allegiance at 6:00 p.m.

Previous Meeting Minutes: **Thomas McNaughton made a motion to approve the minutes dated 4/8/25 and as presented, seconded by Allison Whynot, and approved 3-0-0.**

Consideration of Warrants #44 and #45 – Chester D. Barnes Jr. made a motion to approve Warrants #44 and #45, seconded by Thomas McNaughton and approved 3-0-0. Chester D. Barnes Jr. made a motion to sign the re-issued check #34577 in the amount of \$174.21 seconded by Allison Whynot and approved 3-0-0.

Public Works: Nothing to Report.

- a.) Theresa gave the Select Board a quote from Pro Tree Service to review for tree work to be done on Jones Road.

Transfer Station: Theresa Haskell reported on behalf of Transfer Station.

- a.) Theresa reviewed a quote from Maguire Equipment for a new MSW container for Transfer Station. The quote to replace the MSW container from Maguire Equipment is \$13,500.00. **Chester D. Barnes Jr. made a motion to approve \$13,500.00 to be paid to Maguire Equipment to replace the MSW container at the Transfer Station and take out of the Transfer Station Reserve Account, seconded by Allison Whynot and approved 3-0-0.**

Animal Control Officer: Nothing to report.

Cemetery Sexton: Nothing to Report.

Code Enforcement Officer: Nothing to Report.

Town Office: Kelly McGlothlin Town Clerk reported.

- a.) May 5, 2025, there will be a Public Hearing at 6:30 p.m. regarding a proposed pit for Frank Monroes followed by a regular Planning Board meeting at 7:00 p.m.
- b.) The question was asked, how long the Public Hearing would last regarding Finley subdivision on May 19, 2025, that begins at 6:30 p.m. The answer was about an hour. The Select Board decided that

a public hearing regarding the Medical Marijuana Ordinance will also be on May 19, 2025, at 7:30 p.m.

- c.) Kelly thanked the Select Board for all the research and work they did to get the language corrected and written for the Medical Marijuana Warrant Article in time for the June 2025 ballot.
- d.) Kelly noted the State of Maine license plate switch will begin May 1, 2025.
- e.) Kelly mentioned there was one nomination paper still not turned in and Friday, April 25 is the last day to turn them in.

RSU #12: Nothing to report.

Public Comment:

- a.) Moira asked who the Town used for their postcards; she is looking for a reference when the food bank gets ready to send postcards. Theresa said the Town used Quality Copy.
- b.) Allison said the Transfer Station will need to schedule a maintenance day with Public Works. Theresa said that Allison will contact Keith to set this up.
- c.) Nancy Fish asked Theresa how many pit surveys have been returned. Theresa said three surveys have been returned.

Town Manager's Items – Theresa Haskell reported.

- a.) Theresa Haskell presented the Annual Town Meeting Warrant for approval. **Chester D. Barnes Jr. made a motion to approve the Annual Town Meeting Warrant for June 10, 2025, and June 11, 2025, as presented, seconded by Allison Whynot and approved 3-0-0.**
- b.) Theresa spoke to the MMA legal department to inquire about updating our Policy on Requesting Legal Advice. Theresa let MMA know who may call to speak to MMA and get legal advice on behalf of the Town. Only a Select Board Member or the Town Manager may contact MMA legal directly without a prior written request from the Town Manager. **Chester D. Barnes Jr. made a motion to approve the updated Windsor Policy on Requesting Legal Advice dated April 22, 2025, seconded by Allison Whynot and approved 3-0-0.**
- c.) Theresa handed out an appointment paper for Matthew Taylor to be appointed as a regular Planning Board Member effective through June 30, 2027. **Chester D. Barnes Jr. made a motion to appoint Matthew Tayler as a regular Planning Board Member until June 30, 2027, seconded by Allison Whynot and approved 3-0-0.**
- d.) Theresa asked the Select Board to consider the expenditure of Comprehensive Plan postcard mailings. Theresa explained this may put the postage expense line over. **Chester D. Barnes Jr. made a motion to approve the expenditure for Comprehensive Plan postcard mailings, seconded by Thomas McNaughton and approved 3-0-0.** Theresa thanked Brandi Grosjean and committee members for their hard work on this.
- a.) Assessor's Agent Letters – **Chester D. Barnes Jr. made a motion to suspend as Select Board and convene as Board of Assessors at 6:20 p.m. seconded by Thomas McNaughton and approved 3-0-0.** There was a discussion of three 2024-2025 Tax Year Abatements. There is a suggestion from Nichole Stenberg, Windsor's Assessor's Agent, for a motion to sign the prepared abatements.

Acc. #	Name	Tax Abated	Reason
1299	Allen, Glen & Sue	303.60	Overvaluation of land
422	Emery, Scott M & Shelagh M, Trustees	51.52	Overvaluation of buildings
42	Cusick, Stephen J & April M	332.12	Overvaluation of Buildings
Total Abatements:		\$687.24	

Thomas McNaughton made a motion to accept and sign the Assessor's Abatement Tax Warrants totaling \$687.24 as listed above as per Nichole Stenberg, Windsor's Assessor's Agent recommendations, seconded by Allison Whynot and approved 3-0-0. Chester D. Barnes Jr.

made a motion to adjourn as Board of Assessor's and reconvene as Select Board at 6:22 p.m. seconded by Thomas McNaughton and approved 3-0-0.

Select Board Items:

- a.) Allison Whynot asked if the Transfer Station attendant that rides his bike to work could get a safety vest to wear. Allison Chase said he has been given one.

Chester D. Barnes Jr. adjourned this meeting at 6:26 p.m.

These minutes were approved by the Select Board on May 6, 2025.

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

Respectfully Submitted,

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