



SPECIAL SELECT BOARD RECORD OF MEETING
MAY 13, 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., Thomas McNaughton, and Allison Whynot. Chester D. Barnes Jr and Andrew Ballantyne were absent from the meeting.

Public Attending: Kevin Ready, Dennis Strout, Norman Black, Gregory Feltis, Arthur Strout, Carol Chavarie, and Raymond Chavarie.

Employees Attending: Theresa L. Haskell (*Town Manager*), and Kathy Johnson (*Tax Collector, Bookkeeper, Deputy Clerk*).

William Appel Jr. opened with the Pledge of Allegiance at 6:05 p.m.

Previous Meeting Minutes: No previous meeting minutes to review.

Public Comment:

- a.) **William Appel Jr. made a motion to go into executive session pursuant to 1 M.R.S.A. §405(6)(A) to discuss a personnel matter at 6:05 p.m. and to include Theresa L. Haskell, Town Manager, Katherine Johnson, Select Board Secretary, Arthur Strout, Fire Chief, CEO/LPI, Kevin Ready, Dennis Strout, Norman Black, Gregory Feltis, Carol Chavarie, and Raymond Chavarie, seconded by Thomas McNaughton and approved 3-0-0.** The Select Board came out of the executive session at 6:19 p.m.
- b.) Theresa and Kevin Ready discussed how Paid Family Medical Leave and the Earned Paid Leave Law should affect the Windsor Fire and Rescue Department. Theresa was asked the question of whether the Fire Department and Rescue members are considered true volunteers. The way this question is answered could determine PTOA for the departments depending on hours worked per individual. Theresa is gathering more information about Paid Family Leave and the PTOA for certain departments and positions. Theresa and Kevin will have further discussions as more information is available.

Town Manager's Items – Theresa Haskell reported.

- a.) Theresa received the FY2025 Engagement Letter and documentation from RHR Smith & Co. for the June 30, 2025, audit requesting it be signed. The Select Board agreed to have Theresa sign these.
- b.) William Appel Jr. said that Nancy Fish has stepped into the Planning Board's Secretary role. He would like to try an "AI" that can compile notes during a Planning Board's meeting to see how it will work that he purchased.

Select Board Items:

Allison Whynot asked to enter executive session. **William Appel Jr. made a motion to go into executive session pursuant to 1 M.R.S.A. §405(6)(A) to discuss a personnel matter at 6:37 p.m. include Select Board members William Appel Jr., Thomas McNaughton, and Allison Whynot, seconded by Thomas McNaughton and approved 3-0-0.** The Select Board came out of the executive session at 7:33 p.m.

William Appel Jr. adjourned this meeting at 8:12 p.m.

These minutes were approved by the Select Board on May 20, 2025.

The next Regular Select Board Meeting will be on Tuesday, May 20, 2025, at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

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

Theresa L. Haskell
Town Manager