



SELECT BOARD RECORD OF MEETING
JULY 1, 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., Allison Whynot, Thomas McNaughton, and Ray Bates. Chester D. Barnes Jr. was absent.

Public Attending: Tom Reed, Nancy Fish, Matthew Taylor, Ronald F. Brann, Bonnie Squiers, Tom Squiers, Carol Chavarie and Brandi Grosjean.

Employees Attending: Theresa L. Haskell (*Town Manager*), Keith Hall (*Public Works Supervisor*), Timothy Coston (*Public Works Driver/Laborer*), Kelly McGlothlin (*Town Clerk*) arrived at 7:27 p.m., and Karin Jones (*Deputy Clerk*) arrived at 7:27 p.m. Katherine Johnson (*Select Board's Secretary*) was absent.

Thomas McNaughton opened with the Pledge of Allegiance at 6:00 p.m.

Previous Meeting Minutes: William Appel Jr. made a motion to approve the minutes dated 6/17/25 as printed, seconded by Allison Whynot, and approved 4-0-0.

Public Comment:

Thomas McNaughton made a motion to go into executive session pursuant to 1 M.R.S.A. §405(6)(A) to discuss personnel matters at 6:03 p.m. to include Theresa Haskell and Ronald Brann, seconded by Ray Bates and approved 4-0-0. The Select Board came out of executive session at 6:34 p.m. Theresa Haskell, Town Manager, told the public members that she is retiring from Town Government after 20 years of service to the Town and her last day of work will be 7/18/2025. Matthew Taylor said he joined as a member of MMA himself. Matthew Taylor offered to be Road Commissioner or help as an interim.

Consideration of Warrants #54, #1, #2 – Allison Whynot made a motion to approve Warrants #54, #1 and #2, seconded by Ray Bates and approved 4-0-0.

Public Works: Keith Hall reported the following.

- a.) Keith said they had to use up the remaining vacation time before it was lost.
- b.) They have had roadside mowing done on the Coopers Mills Road/Weeks Mills Road/Pinkham Road of 52 hours.
- c.) Truck #7 needed to have an inspection and an alignment.
- d.) Truck #8 has been sandblasted and undercoated.
- e.) They needed flaggers during the tree removal and some areas of roadside mowing.
- f.) The shim and culvert areas have been paved, including a paved gutter area by Vinnie Lord's on the corner of Maxcy's Mill Road and Griffin Road where it washes out every year.
- g.) He has been getting the trucks stickered in the summer months instead of the winter months. It was asked if the trucks were being used throughout the summer and Keith said yes, they have been used.

Transfer Station: Allison Chase was absent.

- a.) Theresa said the Transfer Station numbers look like they may have been overestimated but not by much. The report will be available at the next meeting.

Animal Control Officer – Joshua Barnes was absent.

- a.) Theresa said Joshua Barnes is looking to see if the three Town's he works with would be willing to get him a cell phone and the cost to be divided up between the Town's. Theresa said this is still being researched and we will be given him a monthly stipend towards his phone in this year's budget.

Cemetery Sexton – Joyce Perry reported the following.

- a.) Joyce said they had one burial a cremation on top of a full burial and everything went well.
- b.) There was a cemetery lot that caved in on the lower end of the old section at Resthaven Cemetery while mowing the cemetery. Maurice Soucey let Joyce know and Wayne Mullens took care of it.
- c.) Joyce said Keith tried to remove the grass areas withing the roadway through the cemetery, but this caused some mudding.

Code Enforcement/Local Plumbing Inspector/E911/Health Officer – Arthur Strout:

- a.) There was discussion regarding 70 Jones Road about the cleanup process. It still looks like nothing has been done.
- b.) It was discussed to see if a Driveway Entrance Permit Application could have some sort of an issued card like the Building Permits and placed on a stick where it would be located.

RSU #12 Update – Nothing reported.

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

- a.) Theresa handed out appointment papers.
 - 1. **Thomas McNaughton made a motion to appoint Katherine Johnson as Tax Collector, term ending 6/30/2026, seconded by William Appel Jr. and approved 4-0-0.**
 - 2. **William Appel Jr. made a motion to appoint Arthur Strout as Building Inspector, term ending 6/30/2026, seconded by Allison Whynot and approved 4-0-0.**
 - 3. Theresa mentioned the discussion that the Select Board wanted to see about having remote participation for Select Board Members and this would have to have a Public Hearing, and the public would also have to have access to remote participation as well.
 - 4. Theresa reviewed the Compensatory Time Off Agreement for the 2025/2026 and the Select Board agreed to use the same as last year.

Select Board Items:

- a.) The Select Board asked if Theresa would speak with Steve McGee (McGee Construction) to see if they would be willing to do the 2025-2026 Snowplow Contract as she has had a good relationship with them. Theresa said she would contact Steve McGee.
- b.) Ray Bates asked if he could have a key to the Town Office on the electronic sign side and the Select Board approved.

Thomas McNaughton adjourned this meeting at 8:14 p.m.

These minutes were approved by the Select Board on Jul 15, 2025.

The next Regular Select Board Meeting will be on Tuesday, July 15, 2025, at the Windsor Town Hall at 6:00 p.m.

Respectfully Submitted,

Theresa L. Haskell
Town Manager