

From: Matthew Taylor

1/5/2026

To: Windsor Town Planning Board

**Follow-up: Meeting 12/15/25 with Windsor Town Manager and Windsor Assistant CEO.**

**Subject: Violations and Enforcement of Ordinances (Long Pond Acres Road Association)**

**Objective:**

The primary objective of this meeting was to reinforce the necessity of consistent enforcement regarding original Planning Board approvals and municipal codes within the Town of Windsor.

**Determinations and Clarifications:**

The Town of Windsor clarifies and confirms the following regarding the Long Pond Acres Road Association (LPARA):

1. **Dedicated Fire Suppression Access:** The strip of land referenced in the subdivision plan running from Smith Road to Long Pond was approved solely for fire safety. Its designated purpose is the installation and maintenance of a "dry hydrant" for the exclusive use of the Windsor Volunteer Fire Department.
2. **No Provision for General Use:** A review of the original planning documents confirms that no notations or approvals were granted by the Town of Windsor Planning Board to permit general, joint, or recreational access by subdivision residents or the public.
3. **Unauthorized Amendments are Void:** Any internal amendments made by the LPARA to its "Articles of Incorporation" or bylaws attempting to reclassify this fire access road for general use are null, void, and hold no legal standing. Municipal approval was bypassed; therefore, these internal changes do not supersede town-approved plans.

**Enforcement:**

The Town of Windsor has established clear procedures for the enforcement of its ordinances to ensure public safety and the integrity of the planning process. Adherence to these rules is vital to prevent liability and maintain consistent governance across all subdivisions.

**Next Steps:**

The Town expects LPARA to take immediate corrective action. The association must be formally notified that their current bylaws are in violation of the approved ordinances on file with the Town of Windsor and the State of Maine. The Town of Windsor will take all necessary actions to uphold and enforce these ordinances.

I look forward to seeing these enforcement actions carried out promptly.

Sincerely,

Matthew Taylor

**References:**

Windsor Town Ordinances Article - 6.2 Pgs 19-20/Para B+C, Article - 7.3 Pg 26 Para E, Article 10.13 - Pg 42-43 Para C

Long Pond Restrictive Covenants and By Laws