



Minutes of Windsor Planning Board Meeting

Monday January 5 , 2026

Windsor Town Office

This is a revised copy of the minutes subject to Board approval.

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: Carol Chavarie, Tom Squiers, Nancy Fish, Matthew Taylor, David Landmann, and Jen Richardson

Others present: Bonnie Squiers, Stephen Chicone, Adam Ellis

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

Previous Minutes, Consideration and Action- Minutes from December 8th public hearing and Planning Board Meeting both approved as written. **Tom moved, Matt second 4-0-1 approved, with Carol abstaining as she had not been present last meeting**

Public Comment- none

Old Business- Wild Acres Subdivision. The Board went through the Subdivision checklist and had no concerns. The owners provided a copy of the road association along with the information showing this had been approved by the state. **David made the motion, Matt second to approve 5-0. The sealed map was signed.**

Nancy also advised the Planning Board that the Windsor Select Board had voted to have any new applications after January 1st pay for advertising for public hearings. There are no new applications at this time. There is one pending Site Plan application which was accepted prior to this vote and therefore is exempt from this ruling.

New Business- Matthew Taylor requested time from the Board regarding Long Pond Acres Road Association. Matt shared copies of their approved by-laws, minutes from their Nov 7,

2025 meeting and a summary of Matt's meeting on December 14, 2025 with the Town Manager and the Assistant CEO. Matt also provided a summary page created by him dated January 5, 2026. Matt stated he believes that several ordinances are not being enforced and the Association has made changes which are against their existing deed restrictions or covenants. The Board recognized there seemed to be some issues with the deeds which should be addressed. There was concern of "What was approved vs what they are doing" A question was asked regarding whether a subdivision amendment will need to be completed and brought before the Board. The board decided to craft a letter to the Town Manager requesting the CEO contact the Association regarding this matter. Nancy will draft the letter to the Town Manager and provide copies to the Board before Carol signs as Board Chair. **David made the motion, Nancy second 5-0 to approve with Jen Richardson voting in place of Matt.**

Meeting was adjourned by Carol at 7:53 PM.

The Board will have a work session on January 12.

Next Meeting will be February 2, 2026 at the Town Office

Respectfully submitted by Nancy Fish, secretary.