



**Select Board Record of Meeting
April 7, 2026
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 Attending: Ray Bates, Thomas McNaughton, Allison Whynot, William Appel Jr.

Public Attending: Tom Reed, Brandi Grosjean, Carol Chavarie, Nancy Fish

Employees Attending: Haleigh Moran – Town Manager, Moira Teekema, Tim Coston, Joyce Perry

CALL TO ORDER: 6:01 p.m. Thomas McNaughton

Public Comment:

Moira Teekema announced that the Windsor Food Bank will once again be participating in the Maine State Credit Union FeedMe5k. The walk will be April 25, 2026 and donations are able to be collected until May 29, 2026. All proceeds go directly to purchasing food to provide for the community.

- Tom McNaughton stated that in 2025 the food bank was able to raise about \$1,700.00. Funds get deposited into the bank and through interest and other donations from MSCU directly the food bank brought back a check for \$3,500.00. The money raised was close to dollar for dollar. Since the prices of meat have skyrocketed, the need for families to receive support from our food bank has greatly increased. Moira and Roxane have been shopping for basic foods and meat that are in need. This has greatly stretched out the food provided. The average cost for meat for a family has gone from \$17.00 per family to \$35.00. This increase has 1 what the food bank can provide.
- Moira Teekema stated that in April of 2025 the food bank was receiving 20-25 families for each day they were open. Just last week, (April 1, 2026), the food bank helped feed 54 families for that single day. Food insecurity will only increase for the community.

Joyce Perry requested information about making a donation. Moira Teekema let her know that either Tom McNaughton, herself, or the Town Clerks' can collect any donations.

Checks can be made payable to: Maine State Credit Union. Memo: Windsor Food Bank.

Donations can be received up to, and need to be deposited **by May 29, 2026.**

Public Works – Allison Whynot for Keith Hall

- There have been four bids for Weeks Mills Road.
- Salt and sand are in good supply. This year's remaining amounts will be added towards next Winter.

- Money for repairs on the trucks is all set.
- Road Posters will be coming down on Monday (April 13, 2026).
- McGee Trucking Winter Maintenance contract is over by 10.5 hours.

Cemetery – Joyce Perry

Joyce wanted to thank Public Works for taking care of two downed trees at the Resthaven and Blackman cemeteries. The tree that fell in Blackman Cemetery fell inside, however, it missed the stones.

The Expression of Interest for the 4 day Maine Old Cemetery Association's Beginner's Gravestone Preservation Workshop has been completed by Joyce Perry and Haleigh Moran and submitted.

- Keith Hall will not be available during dates.
- Haleigh Moran will speak with Tim Coston to see if he is able to attend.
- If Tim Coston is not available Haleigh Moran will attend.
- The organization will review all letters submitted and then will pick 20 people to participate. Will wait to hear back from Old Maine Cemetery Association on their decision.

Joyce Perry provided information about the different cemeteries in Town and their lot availability.

- Oak Hill Cemetery has 79 single plots available.
- Resthaven South has 125 single plots available.
- Resthaven South Cremains Gardens, which now can be sold in 2,3, or 4 plots.
 - RHS 125 – 25
 - RHS 126 – 7
 - RHS 127 – 6

William Appel Jr. requested and estimate of how long these plots will last.

- Joyce Perry provided information for previous year's sales from 2016 – 2026.
- He also asked about the average number of actual burials per year. Joyce Perry explained that the plots sold are not equal to actual burials. Possibly 9 years left before all are sold. The number of plots available indicates only how many spots have been sold and how many are remaining.
- 227 plots were sold over the last 10 years.
- 208 plots and 38 cremains plots are still available for sale.
- There is a need to continue to look for available land for a new cemetery to expand availability.

Flags to be placed on poles are in Joyce Perry's office. Last year they were unable to put them up on the telephone poles. Looking for someone to put up the flags before Memorial weekend. Any interested parties are to contact Haleigh Moran.

April 27, 2026 will be the first Cemetery Committee meeting at the Town Office. At that time the committee will decide when the cemetery gates will be opened.

One burial on May 1st will be in the Cremains Garden.

- William Appel Jr. asked about an update from the vault/grave digger.
- Haleigh Moran stated that the grave digger can get in to Resthaven South, but only in emergency, while the Town is going through legal actions to reopen access. Tom Reed did state they can use a tripod for the vault, but this increases the difficulty. They need to offload equipment on the road and use a dolly to wheel the equipment in. The upcoming burial is close to the road and gate, which does make it more feasible.

Animal Control Officer – Haleigh Moran for Joshua Barnes

Update on unpaid dog registrations and fees. A question of having the Animal Control Officer go door to door to all locations registered last year that have not re-registered.

- Ray Bates suggested that sending notices by mail might be more cost effective.
- Town Office Staff has already made calls several times as reminders.
- Tom McNaughton suggested that the ACO make calls and let residents know that if they do not come in or communicate then they will next receive a citation. This is a Maine State Law. After a certain period of time a summons will be sent for all unlicensed dogs.
- Ray Bates and Haleigh Moran suggested three tries before summons action is taken.

RSU#12 – Haleigh Moran

LD2226, *An Act to Amend the Essential Programs and Services School Funding Formula*, has passed the house to be enacted in 2027/2028. The bill will start in appropriations before being moved to action. This new bill intends to address revising the current formula for school subsidies and revising special education allocations.

Transfer Station – Tim Coston

- Monthly reports presented to Select Board.
- Spectrum has completed installing lines and devices. Haleigh Moran will receive a copy of all device information to be stored in the vault.
- Tim Coston stated that the lines installed run down the telephone pole and run under the hopper and into the building. He is looking to run these lines up off the ground to improve safety and appearance.
- William Appel Jr. questioned purpose of the internet lines and devices installed. Proposed in the future the idea of accepting credit/debit card payments.
- Tim Coston attended a class for recycling and waste management. He provided the current rates to the Select Board along with revenue and expenditures. All totals do not include trucking costs.
 - Lincoln County has the same rates as the Town's current recycling company. Other towns use the revenue from recycling to offset costs of their Transfer Stations.
 - The volume of China Transfer Station is comparable to Windsor Transfer Station. FY2026 China still had to provide \$22,000.00 to cover recycling costs. Prices vary per ton based on disposal location.
 - Currently the Town of Windsor is in an annual contract for recycling for \$14,300.00. This will need to be renewed next year.

Ray Bates questioned Tim Coston about China's baler for recycling.

- China separates all of their recycled waste and it costs them less to bale it themselves instead of shipping it out at extra cost.
 - Tim Coston stated that China received their baler for free from Hannaford's Supermarket when they were upgrading their systems. This saved them an immense cost for the baler.
- The State is attempting to go after companies to copay for their packaging 2027/2028.
- Towns may see a return on this to offset disposal costs.

William Appel Jr. thanked Tim Coston for obtaining all of the information provided from the class. He questioned if China breaks even on their Transfer Station. Tim Coston reminded him that they had to pay \$22,000.00 additionally for their Transfer Station annual expenditures.

Tim Coston also stated that China and Palermo work together for waste disposal. Palermo uses a bag system and these are brought to the China Transfer Station. Transfer Station disposal is included in their resident's taxes. Major construction debris is \$.10/lb and residential construction costs \$.05/lb. Regular trash is included.

William Appel Jr. also asked if there was any discussion about another Hazardous Materials Day. He also asked about China's composting pad.

- The Hazardous Materials Day was coordinated with China last year and was very beneficial to the residents of Windsor. Tim Coston let him know that this was a KVCOG class and so only certain topics related to overall waste management were discussed.

The most recent recycled metal can reimbursement has not been paid to the Town of Windsor. These payments are not on a monthly basis and based on when the can has been hauled off.

Revenue is better than January and February, as the cold months deterred many people from going to the transfer station. There has also been some decline due to residents utilizing trash pick-up systems. March has the numbers on the upswing.

- FY2026 revenue was projected at \$125,000.00.
- FY2027 revenue projection is \$113,000.00.

Nancy Fish stated that when she had trees removed and chipped it cost the company less to dispose of the organic waste at the China Transfer Station.

Tim Coston stated that the Town of Windsor has the highest rates in Northern Maine. The disposal of recycling and municipal solid waste is the most expensive. However Windsor residents do not have any part of disposal included in their taxes as many other towns do. The fees charged cover operations and all disposal costs for the Transfer Station.

William Appel Jr. inquired into any excessive dumping on roadsides or other locations due to the increase in fee. Tim Coston did state that they recently had to remove trash from Choate Road, however there is no measurable increase in dumping.

Allison Whynot made a motion to approve the payment of warrants #42 & #43, seconded by Ray Bates, approved 4-0-0.

Ray Bates made a motion to approve meeting minutes from March 24, 2026 & March 31, 2026, seconded by William Appel Jr., approved 4-0-0.

Town Manager's Items

Haleigh Moran provided changes to budget lines listed below.

MMA/RMS

Change Unemployment Compensation from \$3,500.00 to \$4,100.00.

Change Worker's Compensation from \$18,500.00 to \$26,772.00.

*(Worker's Compensation 'skips' a year when looking at costs. The cost increase is based on claims that occurred in 2024. In 2027, they will look at claims that occurred in 2025.)

SUBTOTAL MMA/RMS: \$51,250.00 to \$60,122.00

Ray Bates made a motion to approve the change for MMA/RMS from \$51,250.00 to \$60,122.00, seconded by Allison Whynot, approved 4-0-0.

Animal Control

Change Kennebec Valley Humane Society from \$4,900.00 to \$5,100.00.

SUBTOTAL ANIMAL CONTROL: \$15,510.00 to \$15,710.00

Tom McNaughton made a motion to approve the change for Animal Control Officer from \$15,510.00 to \$15,710.00, seconded by Ray Bates, approved 4-0-0.

Town Hall Professional & Contracted Services

Change FICA/Medicare from \$420.00 to \$430.00. This is because of the additional pay week in 2026.

SUBTOTAL TOWN HALL PROF. & CONTRACTED SERVICES: \$42,372.00 to \$42,387.00

Allison Whynot made a motion to approve the change for Town Hall from \$42,372.00 to \$42,387.00, seconded by Ray Bates, approved 4-0-0.

(\$10,000.00 reduction to Admin Employee Health Insurance expense line approved by Select Board 3/31/2026.)

TOTAL MUNICIPAL BUDGET: \$2,455,687.74 to \$2,464,774.74

Ray Bates made a motion to approve the change for Total Municipal Budget from \$2,455,687.74 to \$2,464,774.74, seconded by Allison Whynot, approved 4-0-0.

Overall increase from FY2026 budget **4.36% for FY2027.**

Select Board Items

Ray Bates asked for an update on the progress for the Town Report. Haleigh Moran stated they are about 75% completed. The Town Report will be sent to print at the end of April.

- Tom McNaughton asked if the Select Board does the proofreading. All proofreading is done by multiple Town Office Staff.
 - Ray Chavarie to provide a note from Windsor Rescue for the Town Report.
 - Moira Teekema will provide a note from the Windsor Food Bank.
- Ray Bates also stated that in previous years they have tried to keep the Town Report to less than 100 pages.

Tom McNaughton questioned why all unpaid balances are in the report.

- Haleigh Moran let him know that taxes paid by April 1st are not in the report. Only outstanding taxes after April 1st are reported.

Moira Teekema asked if the File for Life pamphlets suggested by Matt Taylor would be included in the print.

- Haleigh Moran stated that they will work on creating a pamphlet from the File for Life template provided to be included.

William Appel Jr. also stated that only one person out of four have submitted their nomination papers for the available 2 seats on the Select Board. He wanted to include a statement to the residents of the Town of Windsor. **"It is the community's responsibility to step up if they feel there is a need that the Town/Board isn't run right."**

Thomas McNaughton made a motion to go into executive session pursuant to 1 M.R.S.A. §405(6)(A) to discuss personnel matters to include Select Board Members Ray Bates, William Appel, Jr., Thomas McNaughton, Allison Whynot, and Town Manager Haleigh Moran with Tim Coston, seconded by Ray Bates and approved 4-0-0 at 7:05 p.m.

Thomas McNaughton made a motion to go into executive session pursuant to 1 M.R.S.A. §405(6)(A) to discuss personnel matters to include Select Board Members Ray Bates, William Appel, Jr., Thomas McNaughton, Allison Whynot, and Town Manager Haleigh Moran to include Planning Board Members Carol Chavarie and Nancy Fish, seconded by Ray Bates and approved 4-0-0 at 7:08 p.m.

MEETING ADJOURNED:

Thomas McNaughton made a motion to exit executive session, seconded by Ray Bates, and approved 4-0-0 at 8:06 p.m.

UPCOMING MEETINGS:

- Thursday, April 16, 2026: Comprehensive Work Group at 6:00 p.m.
- Tuesday, April 21, 2026: Select Board Meeting at 6:00 p.m.
- Monday, April 27, 2026: Cemetery Board Meeting at 6.00 p.m.

Respectfully Submitted,

Moira Teekema
Selectboard Secretary