



SELECT BOARD RECORD OF MEETING
APRIL 21, 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 Present: Thomas McNaughton, Ray Bates, and Allison Whynot. William Appel, Jr. was absent.

Public Attending: Matthew Taylor, Nancy Fish, Carol Chavarie, Kevin Ready, Dennis Strout and Tom Reed.

Employees Attending: Keith Hall (Public Works Supervisor/Road Commissioner), Haleigh Moran (Town Manager)

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

No Public Comment.

Previous Meeting Minutes:

Ray Bates made a motion to approve the meeting minutes dated April 7, 2026 seconded by Allison Whynot, and approved 3-0-0.

Tax Collector: Nothing to report.

Transfer Station: Nothing to report.

Animal Control Officer: Nothing to report.

Code Enforcement Officer: Nothing to report.

Treasurer: Nothing to report.

Fire Department: Kevin Ready reported.

Kevin reported FEMA is still closed due to the Federal shutdown so funds for their grant reimbursement will take an unknown amount of time to process until FEMA is back up and running. Kevin stated their grant approved expenses up to \$119,000 but their invoice for products purchased amounted to \$107,000. Kevin stated the fire department intends to apply for an amendment afterwards to utilize the remaining funds. The balance due for the local share of 5% is \$5,213.48. The Fire Department proposes this amount be moved from their Fire Safety Capital Reserve Fund and paid to the Windsor Volunteer Fire Department. **Ray Bates made a motion to move funds from the Fire Safety Capital Reserve Fund in the amount of \$5,213.48 made payable to the fire department to cover the Town's local share of the FEMA grant, seconded by Allison Whynot and approved 3-0-0.**

Kevin Ready and Dennis Strout also requested the Warrant Article for the Fire Department's LED sign be corrected from \$15,000 down to \$10,000 to reflect their originally requested amount. **Allison Whynot made a motion to amend the warrant article per the fire department's request, seconded by Ray Bates and approved 3-0-0.**

Public Works: Keith Hall reported.

- Salt is stocked up for next winter.
- Keith reported there are still plenty of funds for the trucks to keep up with maintenance and maintain their overall condition to extend the life of the vehicles. Keith reviewed the current work they have been performing on the different vehicles, such as new brakes, new ball joints, sand blasting & paint for a plow, and the associated costs for these projects.
- Keith stated they will be over budget for cutting edges as they decided to stock up before prices skyrocket due to a shortage of carbide from a mine depletion in China. KVCOG was unable to obtain bids for cutting edges due to the newly evolving shortage of carbide. This overage was approved by the Town Manager to save on material costs for the upcoming fiscal year.
- Keith reported the trucks are in good condition, as well as the backhoe, but the Town should prepare to replace Truck #5 (Wheeler) in the next few years. Keith believes this will cost approximately \$300,000 to purchase. The group discussed how the truck would need to be ordered a year ahead of time and should be considered in the budget for fiscal year 2028.

RSU #12: The school did not have a representative to report. Warrant Articles for the Town to vote on the school budget were left with the town office. The Board of Selectmen decided to hold until next Tuesday for review when board member William Appel, Jr. would be able to attend and provide comment.

Town Office: Haleigh Moran reported.

Staff were wondering if a vehicle registration could be retroactively reimbursed from December if someone's VA disability claim was approved this April. The Town's policy has been to go from the effective date of the letter onward, meaning the benefit/exemption has not been considered a retroactive option in previous years. The Select Board suggested contacting the State for their feedback and documenting this information in our vault for future reference should a similar situation arise.

The family of Laura Gray contacted the Town Office about gifting land to the town they had inherited from their mother's estate. The property information was reviewed with the Board and welcomed should the family decide to proceed.

Cemetery: Haleigh Moran reported.

The right of way / easement dispute between Devin Noonan's land and Resthaven Cemetery was discussed along with legal perspective provided by the Town's attorney. The Board agreed Cain Coffin should be contacted to see if he might be able to provide a survey of the cemetery at a reduced cost to the town. Tom Reed offered some information about a surveyor in Whitefield that might also be able to assist the Town with survey services. **Ray Bates made a motion to proceed with eminent domain at the advice of legal counsel, seconded by Allison Whynot and approved 3-0-0.**

Town Manager: Haleigh Moran reported.

Updated costs were received from Waste Management for our 5-year contract renewal. After reviewing the cost increases, **Ray Bates made a motion to approve the Town Manager sign the renewal contract with Waste Management, seconded by Thomas McNaughton and approved 3-0-0.**

Haleigh discussed recent IT information from a potential provider and concerns with increased phishing attempts the Town was experiencing. This will be reviewed in closer detail when board member William Appel, Jr. is able to attend. The group agreed ransomware may pose a threat and the Town could benefit from taking a closer look at its IT defenses.

Assessor: Thomas McNaughton reported based on documentation provided by the Town's Assessor.

Ray Bates made a motion to convene as the Board of Assessors at 7:13 p.m., seconded by Allison Whynot and approved 3-0-0.

- #647: **Ray Bates made a motion to approve the abatement as proposed by the Town's Assessor, seconded by Allison Whynot and approved 3-0-0.**
- #919: **Ray Bates made a motion to approve the abatement as proposed by the Town's Assessor, seconded by Allison Whynot and approved 3-0-0.**
- #1894: **Ray Bates made a motion to approve the abatement as proposed by the Town's Assessor, seconded by Allison Whynot and approved 3-0-0.**

Ray Bates made a motion to adjourn as the Board of Assessor and reconvene as the Board of Selectmen at 7:20 p.m., seconded by Allison Whynot and approved 3-0-0.

Consideration of Warrants #44 and #45: Allison Whynot made a motion to approve Warrants #44 and #45, seconded by Ray Bates and approved 3-0-0.

Select Board Items:

Expense reports for the Town's Departments were reviewed for overages. Per the Board of Selectmen, the Town Manager will request the Treasurer pull invoices and notes regarding over spent accounts to be presented at the next board meeting for consideration.

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, Allison Whynot, and Town Manager Haleigh Moran at 7:37 p.m., seconded by Ray Bates and approved 3-0-0.

MEETING ADJOURNED: Thomas McNaughton made a motion to exit executive session and adjourn the meeting at 8:14 p.m., seconded by Ray Bates and approved 3-0-0.

Respectfully Submitted,

Haleigh Moran
Town Manager