



SELECT BOARD RECORD OF MEETING  
MAY 5, 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, Allison Whynot, and William Appel, Jr.

**Public Attending:** Matthew Taylor, Nancy Fish, Steve Hoad, and Tom Reed.

**Employees Attending:** Keith Hall (Public Works Supervisor/Road Commissioner), Haleigh Moran (Town Manager), Kelly McGlothlin (Town Treasurer), Joyce Perry (Cemetery Sexton), Tim Coston (Transfer Station Supervisor).

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

**Transfer Station:**

Tim Coston stated he would like to purchase the remaining items for sale through the Cemetery in the amount of \$125. **Thomas McNaughton made a motion to approve sale of the Cemetery Equipment for \$125, seconded by Ray Bates, and approved 4-0-0.**

Tim Coston provided his formal resignation effectively immediately to the Board. **William Appel, Jr. made a motion to accept Tim Coston's resignation, seconded by Thomas McNaughton and approved 4-0-0.**

**Previous Meeting Minutes: Ray Bates made a motion to approve the meeting minutes dated April 21, 2026, seconded by Allison Whynot and approved 4-0-0.**

**Public Works: Keith Hall reported.**

- Public Works has continued work on trucks to ensure they are in top condition for next winter. Two air cans have been ordered for Truck #5, although there have been issues getting parts for trucks since O'Connor's stopped selling Union Star parts.
- Derek Bartlett re-did the front brakes, rotors, and upper and lower ball joints for the one-ton, and was able to solve issues with the gate code for the transfer station.
- Salt storage has been replenished and should get us through till January of next season.
- Paving bid responses will be reviewed on May 19<sup>th</sup> for the Weeks Mills Road and Windsor Volunteer Fire Department parking lot.
- There were some discussions regarding issues with speeding along 32 and use of signs to help prevent it.

## **Cemetery Sexton: Joyce Perry reported.**

- Joyce reported the cemetery gates were opened today, and a full burial is scheduled for May 7<sup>th</sup>. Keith will look into purchasing ‘Slow – Funeral’ signs for the town as there are continued concerns for speeding in the town along the main throughways.
- Joyce relayed that Wayne Mullens is slowly backing out of the industry but is training Kip to take over his services. Kip has done one cremation and is doing the next burial on the 7<sup>th</sup>. Provost has also finished their stonework for the Town.
- Joyce further reported that Charlie Ferguson and the Boy Scouts will be putting out flags this year. Joyce would like to donate a portion of cemetery funds to the American Legion Post #179 for their efforts each year as an annual contribution for all the work they do. For annual contributions, it was suggested by the Board for the Legion to send a request letter and for the donation to come out of the veteran memorial funds rather than cemetery funds.

**Ray Bates made a motion to approve use of funds from the veteran’s memorial in the amount of \$200 for American Legion Post #179 in South China, seconded by Allison Whynot and approved 4-0-0.**

**Consideration of Warrants #46 and #47: Ray Bates made a motion to approve Warrants #46 and #47, seconded by William Appel, Jr. and approved 4-0-0.**

## **Public Comment:**

Steve Hoad discussed with the Board his progress engaging outside agencies, such as KVCAP, to build transportation services within Windsor. Steve is hopeful a fixed route through Augusta Volunteer driving will be in place for Gardiner, Chelsea, China, Palermo, Vassalboro, and Windsor mid-summer. The group had a conversation involving a town transportation committee as such a committee sanctioned through the town could potentially open opportunities for grant funding as a function of services for Windsor. There are several local agencies the town is working to engage with including AARP Transportation Committee, Augusta City Transit, Age-Friendly Movements, UMaine Center of Aging, and Moving Maine. The Comprehensive Group is currently working on the Town’s transportation section. The Town Manager will research the requirements in place to create a town committee for transportation.

**William Appel, Jr. made a motion to start a Town of Windsor Transportation Working Group, seconded by Ray Bates and approved 4-0-0.**

## **Select Board Items:**

There was conversation about the future of meeting minutes and their on-going format after the recent Planning Board meeting in which they decided minutes would primarily focus on motions and decisions. It was discussed how the Town is hopefully moving towards all boards/committees using recordings on meetings so less physical documentation is required and at the chance it might increase engagement of viewership of recordings versus written notes. The group agreed there will still likely be a mix of both medias, but the goal is to give an accurate and easily accessible choice to residents.

**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 7:44 p.m., seconded by Ray Bates and approved 4-0-0.**

**MEETING ADJOURNED: Thomas McNaughton made a motion to exit executive session at 8:20 p.m., seconded by Ray Bates and approved 4-0-0.**

**Allison Whynot made a motion to approve pay to Tim Coston for his remaining PTO, PTO Bank, and Comp Time hours, seconded by Ray Bates and approved 4-0-0.**

Respectfully Submitted,

Haleigh Moran  
Town Manager