



SELECT BOARD RECORD OF MEETING
JUNE 30, 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: Dustin Hinds, Ray Bates, Allison Whynot, William Appel, Jr. and David Batchelder were present.

Public Attending: Nancy Fish, Carol Chavarie, Earl Vannah, Gary Lacasse, Anna Granquist, and Tom Reed.

Employees Attending: Haleigh Moran (Town Manager), Keith Hall (Road Commissioner).

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

Public Comment: No public comment.

William Appel, Jr. made a motion to approve meeting minutes dated June 2, 2026 and June 16, 2026 with two edits, seconded by Allison Whynot and approved 5-0-0.

Public Works: Keith Hall reported.

- Weeks Mills Road paving is completed, and line painting is in progress.
- There was damage to the new pavement from heavy equipment. A message was left for the contractor, Nathan Northrup, and a bill for repair costs will be sent after an estimate is obtained.
- The transfer station cap was mowed for approximately \$400. Truck seven's dump body was sandblasted and painted. New air tanks were installed on truck five by an external company due to time constraints. A self-leveling switch on the backhoe was repaired for \$4,100 (\$3,300 of which was labor/travel).
- Significant roadside brushing was completed on several roads.
- The Fire Station Parking Lot paving is complete, but the lot cannot be used until Sunday, July 5, 2026, to allow it to set. No extra gravel was needed as existing materials were repurposed.
- The salt bid increased to \$78.33 per ton from \$72.90, though the shed is full.
- There has been some interest in the position for Public Works Laborer/ Driver position, but applicants often lack the required CDL or desire to obtain one. The full-time position pay starts at \$25.20/hour. Steve McGee is looking into a second driver for the town during winter months as contingency planning if the position takes longer to fill.

The road name of Savade Pond Way was proposed by Steve Chicoine to public works and approved by Code Enforcement for E-911 purposes. **William Appel, Jr. made a motion to approve the road name as presented, seconded by Allison Whynot and approved 5-0-0.**

Debris Cleanup at 70 Jones Road: Earl Vannah and Gary Lacasse were present.

- The board discussed resolving debris from a fire at Mr. Lacasse's property on 70 Jones Road. Mr. Lacasse paid Riverside Disposal for three dumpsters, but the company allegedly dumped one load back on the property and refuses to provide weight receipts. The owner cannot afford to pay for removal again.
- Options Discussed:
 1. Town Transfer Station with Lien: The debris can be brought to the town's transfer station and a lien placed on the property for the amount owed, with the lien discharged after Mr. Lacasse makes all the required payments. Mr. Lacasse is against this.
 2. Free Removal: A board member suggested removing the debris at no charge. The town does not have the funds for this project and concerns were raised for precedence.
 3. On-site Burial: Mr. Lacasse's representative proposed burying the debris on-site, citing DEP permissibility. Concerns were raised about proximity to a well, septic, and a brook in the Three-Mile Pond watershed.
- The board agreed to pause the burial plan and waive the fine for 30 days to allow for legal action and consultation with the DEP. Communication will continue, with Haleigh serving as the point of contact. The situation will be re-evaluated in 30 days.

Town Office: Haleigh Moran reported.

- **IT Plan:** The group discussed firming up an IT plan, migrating key systems to the cloud, and reviewing contractor costs. In-house Windows 11 upgrades were considered to save money. The cloud migration process was approved to begin but current internet speed is poor. The board plans to retest off-hours and follow up with Spectrum. The status of the town's 2021 contract with Spectrum is unclear. The availability of fiber at 523 Big Road is also unconfirmed. The effectiveness of tools like Barracuda was questioned and the importance of staff education, possibly through simulated phishing attacks and live training, was highlighted.
- **Tax Lien Process:** The cost-effectiveness of initiating tax liens for small delinquent amounts (e.g., under \$100) was questioned. The board showed support for rolling over small balances or using abatements after collection attempts, with a formal policy to be refined.
- The deck and ramp at the town office have been repaired.

Consideration of Warrants #56 and #57: William Appel, Jr. made a motion to approve Warrants #56 and #57, seconded by Allison Whynot and approved 4-0-0.

Board Assignments: A draft assigned select board members to oversee town departments. Assignments included:

Cemetery: Dustin Hinds, Ray Bates

Public Works & Transfer Station: David Batchelder, Ray Bates

General Assistance: Allison Whynot

Planning Board: Ray Bates, William Appel, Jr.

Windsor Educational Read Trust: Allison Whynot, David Batchelder

Personnel & Town Office: Allison Whynot, Dustin Hinds

Fire Department & Rescue: Allison Whynot, William Appel, Jr.

Town Officer Appointments: The board approved a list of appointments, including Building Inspector – Greg Feltis, Emergency Management Assistant – Kevin Ready, Treasurer – Kelly McGlothlin, General Assistance Administrator – Allison Whynot. Town Clerk – Amelia Jones, and election clerks for both parties.

William Appel, Jr. made a motion to accept the names as outlined, seconded by Allison Whynot (recused from general assistance) and approved 4-0-0.

Ray Bates 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 David Batchelder, Allison Whynot, William Appel, Jr., and Town Manager Haleigh Moran at 7:56 p.m., seconded by William Appel, Jr. and approved 4-0-0.

MEETING ADJOURNED: William Appel, Jr. made a motion to exit executive session at 8:32 p.m., seconded by Ray Bates and approved 4-0-0.

William Appel, Jr. made a motion to table Arthur Strout's appointment as Licensed Plumbing Inspector, seconded by Allison Whynot and approved 4-0-0.

Meeting adjourned at 8:34 p.m.

Respectfully Submitted,

Haleigh Moran
Town Manager