



SELECT BOARD RECORD OF MEETING
JULY 28, 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, and William Appel, Jr. were present. David Batchelder was absent.

Public Attending: Nancy Fish, Carol Chavarie, Tom Reed, Moira Teekema, Steve Hoad, Brandi Grosjean, and Matthew Taylor.

Employees Attending: Haleigh Moran (Town Manager), Keith Hall (Road Commissioner, Public Works Supervisor), Dennis Strout (Assistant Chief, Fire Department), and Kevin Ready (Assistant Chief, Fire Department).

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

Spirit of America Award: Ray Bates invited members of the Windsor Volunteer Fire and Rescue Department to stand as the Board of Selectmen presented the Spirit of America Award to their department for the dedication and service to Windsor residents and neighboring communities.

Public Comment:

Steve Hoad discussed the Transportation Workgroup's first meeting with Nancy Fish, Jeff Frankel, Michelle Hall, Haleigh Moran, and Ray Bates in attendance. The group's immediate focus is to establish a volunteer driver transportation system. Steve Hoad requested that a Select Board member be assigned to the workgroup. Ray Bates was assigned and William Appel, Jr. would also like to be on the email list. The workgroup is applying for a grant, application due by September 15, 2026. The workgroup's next meeting is August 18, 2026 at 2:00 p.m. at the Town Hall. In the meantime, a larger regional group is meeting to address transportation gaps in Kennebec and Somerset County.

Brandi Grosjean reported Windsor's Comprehensive Plan has been sent to the State for approval and asked that the Town make sure the copy sent to the State was available for viewing on the Town's website.

Fire Department: Kevin Ready reported.

- The department received the \$10,000 appropriation for the LED sign and has sufficient funds for the down payment. Installation is expected in late September 2026. About \$3,300 was raised independently by WVFD.
- FEMA funds for SUDS tanks were received in early July 2026. A grant amendment for the remaining \$10,000 is being considered, leaving about \$488 in local share contributions if approved.

- MMA review identified the need for a comprehensive written safety program; work is underway.
- The radio tower building pest issue has been addressed but needs to be replaced overall as the structure is now 40-50 years old. Kevin obtained a quote from an Amish shop in Whitefield for a pre-built 6x6 replacement building: \$4,665, plus an estimated \$500 for electrical work.

William Appel, Jr. made a motion to use funds from the radio communications reserve account to pay for the replacement shed, seconded by Allison Whynot and approved 4-0-0.

William Appel, Jr. made a motion to approve the meeting minutes dated July 14, 2026, seconded by Allison Whynot and approved 4-0-0.

Consideration of Warrants #3 and #4: William Appel, Jr. made a motion to approve Warrants #3 and #4 along with reissued checks, seconded by Allison Whynot and approved 4-0-0.

Budget Committee: Bourne Rigano attended the Board meeting to introduce himself to the group and express his interest in becoming a member of the Budget Committee.

William Appel, Jr. made a motion to appoint Bourne Rigano as a member of the Budget Committee, seconded by Dustin Hinds and approved 4-0-0.

Town Office: Haleigh Moran reported.

- Haleigh Moran reviewed a letter received from Mr. Noonan's attorney regarding the trees and Resthaven Cemetery. The Town's attorney is preparing a response.
- KVCOG is hosting a household hazardous waste event in Winslow that towns may join for an unknown fee. The group agreed Winslow may be too far for some to travel and there are too many unknowns for how much the event may end up costing the town.
- The proposal for a Knox Box prepared by Greg Feltis was presented to the Board for review. The Board will continue to review as there was concern about its cost.
- The Board reviewed the quote from Fidium for fiber internet and agreed the quote seemed very high. Haleigh will contact the vendor to inquire further.
- The Town's attorney has recommended a title search before accepting the property from the Gray family. The Board decided it could be bypassed at this time, until the land is utilized for a specific purpose.
- Haleigh presented the new quote from Xerox as the printers in office are at end of life and can no longer be serviced appropriately if hardware fails. The cost will increase approximately \$80/ month but include a third printer in the lease. All toner and service needs are included in the monthly lease.

Dustin Hinds made a motion to approve the Xerox quote as presented, seconded by William Appel, Jr. and approved 4-0-0.

A liquor license request for the Windsor Highland Games was presented to the Board. **William Appel, Jr. made a motion to approve the request, seconded by Allison Whynot and approved 4-0-0.**

Public Works: Keith Hall reported.

- Public Works has removed several fallen trees after recent wind events. Tree and roadside work is ongoing.

- Crack sealing is planned for several roads (e.g., Ingram, Jones Road); typical purchase is two pallets (~\$10,000).
- Line painting: yellow lines completed on Weeks Mills Road; white lines to follow; Tyler Road next; yellow on Ingram (dead-end). Paint price increased from \$0.15/ft to \$0.16/ft; last year's spend ~ \$20,000.
- Public Works has secured the building at 716 Ridge Road and posted no trespassing signs.
- Keith recommends the town secure a purchase for a new wheeler as new emission requirements on trucks will increase base models approximately \$30,000 starting next year. There is currently \$124,000 in reserve appropriations. Keith presented a quote for a base model, with warranty to start next year for \$169,000. The Budget Committee and MMA will be contacted to see how funds from the unassigned fund balance may be utilized to cover the remaining cost to purchase said vehicle.

MEETING ADJOURNED: Meeting Adjourned at 7:29 p.m.

Respectfully Submitted,

Haleigh Moran
Town Manager