



SELECT BOARD RECORD OF MEETING
SEPTEMBER 22, 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, William Appel, Jr., and Allison Whynot were present. David Batchelder was absent.

Public Attending: Nancy Fish and Tom Reed.

Employees Attending: Haleigh Moran (Town Manager), Joyce Perry (Cemetery Sexton).

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

No Public Comment.

Meeting Minutes: William Appel, Jr. made a motion to approve meeting minutes dated September 8, 2026 after a slight adjustment on page 2 regarding town hall event insurance, seconded by Allison Whynot and approved 4-0-0.

Cemetery: Joyce Perry reported.

- Year-to-date: 38 deaths, 15 burials in town cemeteries (Rest Haven, Oak Hill, Dyer Hill) and 1 at Maine Veterans' Cemetery in Augusta.
- Scheduled burials: 1 on Friday, plus 3 pending.
- Public Works removed fallen trees at Rest Haven, Blackman, and Oak Hill, and repaired two toppled stones before Memorial Weekend.
- Cemetery Committee meets monthly, with a summer focused on researching green cemeteries and feasibility. There will be an upcoming green burial information session with speakers Gillian Welch and Chuck Lakin. The cemetery committee continues exploring whether green burials require ordinance development or policy updates, as well as their own separate burial portion in a cemetery. Upfront town costs may include GPS plot mapping, winter access, plowing, site development. Emphasis on public education for procedures and expectations prior to establishing green burials in town.
- Identified 7–8 large leaning monuments needing reset (3 North Windsor, 3 Resthaven, 1 Oak Hill). Estimated reset cost per monument: \$800–\$1,200 with Public Works assistance; includes dismantling, cleaning, resetting with crushed stone; possible concrete caps if bases warrant.
- Additional tasks: clean church cemetery stones, collect names for “crypt keeper,” scan/alphabetize deeds, finalize department manual, prepare for winter.

The Board recognized Joyce Perry as a winner and recipient of this year's Spirit of America Award.

Consideration of Warrants #13 and #14: William Appel, Jr. made a motion to approve Warrants #13 and #14, seconded by Allison Whynot and approved 4-0-0.

Utility Pole Installation on the Reed Road: William Appel, Jr. made a motion to accept the installment of 8 utility poles on the Reed Road by Innovative Utilities, seconded by Dustin Hinds and approved 4-0-0.

Three existing renewal junkyard permits were presented to the Board for review. William Appel, Jr. made a motion to approve the junkyard permits as presented, seconded by Dustin Hinds and approved 4-0-0.

Assessor:

Two abatements and supplements for Auburn Asphalt and MainEx were presented to the Board for the tax year 2025. The tax was incorrectly assessed to Auburn Asphalt even though the two parcels had been purchased by MainEx. William Appel, Jr. made a motion to approve the abatements for Auburn Asphalt and supplements to MainEx in the amounts of \$373.18 and \$393.03, seconded by Allison Whynot and approved 4-0-0.

Ray Bates made a motion to suspend as Board of Selectmen and convene as Board of Assessors at 6:56 p.m., seconded by William Appel, Jr. and approved 4-0-0.

Allison Whynot made a motion to approve two abatements for Kelley Earthworks for corrected gravel pit acreage in the amounts of \$613.80 and \$1,563.21, seconded by William Appel, Jr. and approved 4-0-0.

Allison Whynot made a motion to approve an abatement for Jeanette Holt for two acres sold off the existing land parcel in the amount of \$368.28, seconded by William Appel, Jr. and approved 4-0-0.

William Appel, Jr. made a motion to approve an abatement for Anne and Brandon St. Michel for an incorrect building assessment in the amount of \$1,123.30, seconded by Dustin Hinds and approved 4-0-0.

William Appel, Jr. made a motion to approve two additional supplements, one for Amanda Bean in the amount of \$499.95 due to increase in land ownership and one for Nancy and Alden Ash for a tree growth removal penalty in the amount of \$7,700.00, seconded by Allison Whynot and approved 4-0-0.

Ray Bates made a motion to adjourn as Board of Assessors and reconvene as Board of Selectmen at 7:06 p.m., seconded by William Appel, Jr. and approved 4-0-0.

Town Office: Haleigh Moran reported.

- The group discussed revisions to the existing employee manual to reflect previous decisions regarding floating holidays for office staff and adding Juneteenth as a federally recognized holiday. The Board agreed all previous decisions should be updated in the employee manual to reflect such going forward.
- Haleigh also asked the Board to review the existing PTO policy as there have been previous discussions to remove the PTO Bank moving forward due to large pay outs when staff have left employment with the Town. The group agreed PTO should be more generous for staff in the earlier stages of employment, but that further review and discussion was required before making any final decisions.

MEETING ADJOURNED: 7:57 p.m.

Respectfully Submitted,

Haleigh Moran
Town Manager

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