



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Agenda

### Town Council

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Tuesday, October 28, 2025

6:00 PM

Council Chambers

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#### I. Roll Call of Members.

#### II. Pledge of Allegiance.

#### III. Minutes to be Approved:

[CD 25-186](#) To approve the Minutes of the October 9, 2025, Council's Special Meeting Executive Session.

Attachments: [Minutes-Sp. Mtg.-Council-10-9-2025.pdf](#)

[CD 25-187](#) To approve the Minutes of the October 14, 2025 Council meeting.

Attachments: [Minutes-Council-10-14-2025.pdf](#)

#### IV. Adjustments to the Agenda.

#### VI. Public Participation.

*The public is invited to address the Council on any item of business not on the agenda for tonight's meeting.*

*NOTE TO CITIZENS: Citizens have the right and are encouraged to speak during public participation regarding items not on the agenda, or regarding an item when it comes up on the agenda.*

*All comments and questions during public participation or on an agenda item must be directed to the Chair and be limited to not more than three (3) minutes per speaker; except that the Chair may grant another three (3) minutes at his/her discretion.*

*Anyone who has already addressed the Council during public participation, on an agenda item, or during a public hearing will be asked to wait until all others have spoken before being recognized a second time.*

#### VII. Councilors' Comments.

#### VIII. PUBLIC HEARINGS.

[25-173](#) To receive public comment and act on a new application submitted by Dose Maine, LLC for Medical and Solift, LLC for Adult Use by Jessica Verry d/b/a Sola Edibles to be located at 999 Roosevelt Trail, for a Marijuana Manufacturing Facility.

**Attachments:** [25-173 Cover Sheet.pdf](#)  
[Sola Edibles - Addendum.pdf](#)

## IX. CONSENT AGENDA.

## X. UNFINISHED BUSINESS & GENERAL ORDERS.

[25-156](#) To appoint Anthony Blasi to the position of Town Clerk effective November 4, 2025 and to be sworn the same day.

**Attachments:** [25-156 Cover Sheet.pdf](#)  
[P Moss Memo TC Appointment.pdf](#)

[25-161](#) To find that special circumstances justify the waiver of the provisions of Article 3 of the Policy for the Disposition of Tax Acquired Property, to find that public benefit is derived by conveying the property identified as Tax Map 16, Lot 54 to the previous assessed owner, to authorize the Town Manager to execute a municipal release deed, transferring the aforementioned property to the previous assessed owner in exchange for all outstanding taxes and costs listed in 36 M.R.S. § 943-C(3)(C), and to authorize the Town Manager to enter into an agreement with the previous assessed owner as well as an abutting property owner, Margaret E. Birlem, on terms and conditions deemed by the Town Manager to be in the best interest of the Town, whereby the Town will receive title to approximately 24.97 acres of the above-described property as an unconditional gift.

**Attachments:** [25-161 Cover Sheet.pdf](#)  
[Disposition-of-Tax-Acquired-Property-Policy.pdf](#)

[25-179](#)

WHEREAS, the performance bond company for the Ruby Meadows Subdivision experienced bankruptcy leaving Viola Lane residents with partially complete road infrastructure that did not meet the subdivision plan and conditions of approval; and

WHEREAS, Viola Lane residents expressed their desire for the Town to aid in the completion of Viola Lane to meet road acceptance standards and the Town subsequently worked with legal counsel and the bankruptcy courts which resulted in the recoupment of approximately \$45,787.20; and WHEREAS, the Town Council, at its meeting of October 8, 2024, discussed the circumstances surrounding this development and conducted a straw poll which unofficially indicated that the Council would be willing to consider accepting Viola Lane if: (1) the residents raised the additional \$55,168.40 needed to bring Viola Lane up to town standard, and (2) the residents formed a homeowners' association to manage the common elements of the subdivision, as required by § 120-911N of the Town Code; and

WHEREAS, the requirement that each lot owner in the Ruby Meadows Subdivision be a member of and be subject to a homeowners' association is contained in the deed of each lot, as well as the "Declaration of Rights, Restrictions, Covenants & Easements for Ruby Meadows, A New Residential Community Located on Pope and Albion Road, Town of Windham, Maine 04062."

NOW, THEREFORE, be it voted, resolved, and ordered by the Town Council of Windham, that a deadline be set for November 20, 2025 for the Ruby Meadows Homeowners Association to be legally established, and Articles of Incorporation for the same be filed with the Maine Office of the Secretary of State, to the satisfaction of the Town Attorney. Should this occur, the Windham Town Council shall vote on whether or not to accept Viola Lane as a town way on November 25, 2025. Should this not occur by the appointed date, the Town Council will not consider acceptance of Viola Lane as a town way until at least November 25, 2026, during which time, the Town of Windham may not provide any road maintenance, including winter maintenance, for Viola Lane.

**Attachments:**

[25-179 Cover Sheet.pdf](#)

[Email Town Mgr to Viola Lane Residents.pdf](#)

[Viola Drive project fund.pdf](#)

[25-180](#)

To authorize the expenditure of up to \$6,500,000 for preliminary costs (“Original Expenditures”) related to the construction of a new public safety building for the Town’s Police and Fire Departments (TM-2025-013) to be located at Tax Map 70, Lot 14, including costs of planning, design, permitting, construction, utilities, site work, paving, landscaping, or improvements necessary in connection with the construction of said building (the “Project”); and to declare the Town’s official intent within the meaning of Treasury Regulation 1.150-2 to reimburse Town funds from the proceeds of bonds to be issued in the future in an amount not to exceed \$6,500,000 for the Original Expenditures related to the Project.

**Attachments:**

[25-180 Cover Sheet.pdf](#)

[TOWN WARRANT FY26 - JUNE 2025 FINAL APPROVED SIGNED.pdf](#)

[25-182](#)

To authorize the expenditure of up to \$815,601 for preliminary costs (“Original Expenditures”) related to the purchase of the solar system (TM-2026-009) located at the Town’s landfill on Enterprise Drive (the “Project”); and to declare the Town’s official intent within the meaning of Treasury Regulation 1.150-2 to reimburse Town funds from the proceeds of bonds to be issued in the future in an amount not to exceed \$815,601 for the Original Expenditures related to the Project.

**Attachments:**

[25-182 Cover Sheet.pdf](#)

[TOWN WARRANT FY26 - JUNE 2025 FINAL APPROVED SIGNED.pdf](#)

[25-181](#)

To approve and endorse a letter to the Maine Speaker of the House and our Maine delegation regarding the impact of recent housing legislation.

**Attachments:**

[25-181 Cover Sheet.pdf](#)

[Council Letter To Speaker of the House Ryan Fecteau 11.03.2025 v3.pdf](#)

## **XI. Council Correspondence.**

## **XII. Town Manager’s Report.**

## **XIII. Committee Reports.**

### **A. Council Subcommittees.**

#### **1. Appointments Committee.**

*The Appointments Committee met prior to the Council meeting at 5:00 PM and has several recommendations.*

#### **2. Finance Committee.**

*The Finance Committee will meet Tuesday, October 28th, after the Council meeting concludes.*

3. Ordinance Committee.

*The Ordinance Committee met on October 22, 2025 and typically meets the third Wednesdays of each month.*

**B. Other Committees.**

1. Parks & Recreation Advisory Committee.

*Meetings occur the second Monday of each month.*

2. Windham Economic Development Corporation.

3. Natural Resources Advisory Committee.

*Meetings occur the third Wednesday of each month.*

4. Greater Portland Council of Governments (GPCOG).

5. ecomaine.

*The board meets the 3rd Thursday of each month.*

6. Windham Middle School Repurpose Advisory Committee.

*The next meeting will be Wednesday, November 12th at 5:00 PM in Council Chambers.*

**XIV. Discussion Items.**

[CD 25-188](#)

Posting of Covered Bridge Road for No Through Trucks.

**XV. Agendas & Scheduling.**

**XVI. ADJOURN.**