



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Agenda

Town Council

Tuesday, September 23, 2025

6:00 PM

Council Chambers

I. Roll Call of Members.

II. Pledge of Allegiance.

III. Minutes to be Approved:

[CD 25-176](#) To approve the Minutes of the September 9, 2025, Council Meeting.

Attachments: [Minutes-Council-9-9-2025.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.

[25-126](#) To receive public comment and act on proposed amendments to Chapter 120 Land Use Ordinance of the Code of the Town of Windham, Article 1, General, Article 8, Site Plan Review, and Article 9, Subdivision Review - Planning Board Application Review Timeline and Submission Requirements, to remove the fixed 21-calendar-day submission deadline prior to a desired meeting and instead establish a flexible, staff-driven 30-calendar-day review period.

Attachments:

[25-126 Cover Sheet.pdf](#)
[25-21_TC_MEMO_LUO_AMD_Articles_1_8_9_SubmissionDeadline_090225.pdf](#)
[25-21_TC_ORG_LUO_AMD_Articles_1_8_9_SubmissionDeadline_SJ_\(DW_rev'_c\).pdf](#)
[25-21_TC_RL_LUO_AMD_Articles_1_8_9_SubmissionDeadline_SJ_\(DW_rev'_c\).pdf](#)
[25-21_TC_CLN_LUO_AMD_Articles_1_8_9_SubmissionDeadline_SJ_\(DW_rev'_c\).pdf](#)

[25-128](#) To receive public comment and act on proposed amended General Assistance Ordinance, Chapter 95 of the Code of the Town of Windham and updated appendices establishing certain benefit maximums as required by state statute.

Attachments:

[25-128 Cover Sheet.pdf](#)
[Signature Sheet General Assistance Appendices 10.1.2025.pdf](#)
[Memo and GA Ordinance Amended Appendices.pdf](#)

[25-139](#) To receive public comment and act on a renewal application of Rockan Abdulla d/b/a Windham Auto Recycling for a permit to operate a junkyard/automobile graveyard.

Attachments:

[25-139 Cover Sheet.pdf](#)
[WindhamAutoRecycling-2025.pdf](#)

[25-140](#) To receive public comment and act on a renewal application of Stephen Rogers d/b/a Serv-U-Garage for a permit to operate a junkyard/automobile graveyard.

Attachments:

[25-140 Cover Sheet.pdf](#)
[StephenRogers-2025.pdf](#)

[25-141](#) To receive public comment and act on a renewal application of Sarah Day d/b/a Automill, LLC for a permit to operate a junkyard/automobile graveyard.

Attachments:

[25-141 Cover Sheet.pdf](#)
[AutomillLLC-2025.pdf](#)

[25-142](#) To receive public comment and act on a renewal application of Jeffrey Whitney for a permit to operate a junkyard/automobile graveyard.

Attachments: [25-142 Cover Sheet.pdf](#)
[JeffreyWhitney-2025.pdf](#)

IX. CONSENT AGENDA.

None.

X. UNFINISHED BUSINESS & GENERAL ORDERS.

[25-143](#) To reconsider item 25-127, adopted by the Town Council on September 9, 2025, which approved a three-year collective bargaining agreement for the period of July 1, 2025 through June 30, 2028 between the Town of Windham and the Windham Police Association, and authorized the Town Manager to sign such agreement.

[25-144](#) To approve an amended three-year collective bargaining agreement for the period July 1, 2025 through June 30, 2028 between the Town of Windham and the Windham Police Association, and to authorize the Town Manager to sign the agreement on behalf of the Town in a form substantially similar to that presented herein.

Attachments: [MAPS Contract July 1 2025 - June 30 2028.pdf](#)
[CBA Changes.pdf](#)

[25-113](#) To appoint Melissa Young to the Planning Board alternate seat for a three-year term to end February 15, 2028.

Attachments: [25-113 Cover Sheet.pdf](#)

[25-114](#) To authorize the participation in the Cumberland County System Sales Agreement for the purchase of a replacement radio/repeater infrastructure system for the Police, Fire and Public Works departments from Radio Communications Management, Inc. (RCM), not to exceed \$800,000 as funded in capital account FR-2024-006.

Attachments: [25-114 Cover Sheet.pdf](#)
[Memo Capital Project FR-2024-006 Radio System Upgrade with County Agree](#)

[25-125](#) To authorize the addition of various assigned fund balance amounts to the fiscal 2025-2026 budget accounts.

Attachments: [25-125 Cover Sheet.pdf](#)
[Assigned Fund Balance 6.30.2025.pdf](#)

[25-129](#) To accept the public turnaround easement for Island Drive, a street identified by the Town as a Designated Private Way that has met the criteria set forth by private and special law L.D. 1975, for the purpose of the Town's continued winter maintenance services.

Attachments: [25-129 Cover Sheet.pdf](#)

[Island Drive Turnaround Easement.pdf](#)

[25-130](#) To accept the public turnaround easement for Wright Road, a street identified by the Town as a Designated Private Way that has met the criteria set forth by private and special law L.D. 1975, for the purpose of the Town's continued winter maintenance services.

Attachments: [25-130 Cover Sheet.pdf](#)

[Wright Road Turnaround Easement.pdf](#)

[25-135](#) To appoint Deb Matthews to the Parks and Recreation Advisory Committee for a three-year term to end August 15, 2028.

Attachments: [25-135 Cover Sheet.pdf](#)

[25-136](#) To appoint Jennie Butler to the Parks and Recreation Advisory Committee for a three-year term to end August 15, 2028.

Attachments: [25-136 Cover Sheet.pdf](#)

[25-138](#) To adopt the provisions of 5 M.R.S. § 18252-C (PL 2021, Chapter 286) as allowed by MainePERS Rule Chapter 803.

The Town agrees:

1. To adopt the provisions of 5 M.R.S. §18252-C as enacted by PL 2021, Chapter 286 as allowed by Maine PERS Rule Chapter 803 for its non-participating employees with optional membership who previously declined to participate in MainePERS ("eligible employees") and to comply with the following requirements:
 - a. Beginning in 2025, to annually offer eligible employees who have been employed for less than 5 years the opportunity to join MainePERS on a prospective basis during an open enrollment period from September 1st through November 1st and to provide MainePERS with documentation of each election made by eligible employees under this provision; and
 - b. To calculate employee contributions against gross compensation as with other participating employees and then withhold and report employee contributions for employees who join under this provision on an after-tax basis and remit them to MainePERS (i.e., employee contributions for those who join under this provision are subject to both federal and state income tax).
2. To authorize the Town Manager to sign the Amended Agreement between the Town of Windham and the Maine Employees Retirement System.

Attachments:

[25-138 Cover Sheet.pdf](#)

[P Moss Memo Limited Period MePERS Open Enrollment.pdf](#)

XI. Council Correspondence.

[CD 25-173](#) Property Tax Assistance Appreciation.

Attachments: [D Perkins Thank You.pdf](#)

[CD 25-174](#) Laskey Road Association Abutter Concerns for Proposed Town Park.

Attachments: [Memo Town.pdf](#)

[C Farmer Letter_56 Laskey Rd.pdf](#)

[Association Members Signature Pg1.pdf](#)

[CD 25-175](#) Social Service Agency Funding Appreciation.

Attachments: [Camp Susan Curtis Thank You.pdf](#)

[CD 25-177](#) Friends of the Mountain Division Trail - Concerns.

Attachments: [FOTMDT Windham Council RecAera 250904v2.pdf](#)

CD 25-139 FOAA Status Report.

Attachments: [R Cummings Sr Tax Assistance Program Inquiry 7.7.2025.pdf](#)

[The Data Branch FOAA P.O. Records from Jan 2021 7.11.2025.pdf](#)

[FOAA BuildZoom 7.16.2025.pdf](#)

[GoNetSpeed parcel request response 7.17.2025.pdf](#)

[VaniaPierre Delinquent Tax Property List 7.21.2025.pdf](#)

[Purchase Order Data_ The Data Branch 8.11.2025.pdf](#)

[Purchase Order Data_ The Data Branch_no.2_ 8.11.2025.pdf](#)

[ScovilleFoleyHomes_27 Motorcycle Drive 8.12.2025.pdf](#)

[B_Woodbury_Town Clerk Hiring Process 9.2.2025.pdf](#)

[A_Khan_Inovo AI_Purchase Order Info 9.2.2025.pdf](#)

[KristenRoyRealEstate_10 Abby Rd_ 8.28.25.pdf](#)

[ResourceUtilityConsultants_electric_bill_9.10.2025.pdf](#)

[E_Duggan_RSU Board Finance Campaigns last 5 yrs.pdf](#)

XII. Town Manager's Report.

XIII. Committee Reports.

A. Council Subcommittees.

1. Appointments Committee.

2. Finance Committee.

3. Ordinance Committee.

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 is scheduled for October 21, 2025 at 5:00 PM.

XIV. Discussion Items.

[CD 25-164](#) Maine Law Enforcement Accreditation Program (MLEAP).

Attachments: [MLEAP letter.pdf](#)

XV. Agendas & Scheduling.

XVI. EXECUTIVE SESSION.

[25-137](#) To enter into executive session pursuant to Title 1 M.R.S.A. §405(6)(E), for “consultations between a body or agency and its attorney concerning the legal rights and duties of the body or agency, [or] pending or contemplated litigation” and in accordance with 1 M.R.S.A. §405(6)(A), which provides for the “Discussion or consideration of the employment, appointment, assignment, duties, promotion, demotion, compensation, evaluation, disciplining, resignation or dismissal of an individual or group of public officials, appointees or employees of the body or agency,” for the purpose of discussing a personnel matter.

Attachments: [25-137 Cover Sheet.pdf](#)

XVI. ADJOURN.