



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Minutes - Draft

Town Council

Tuesday, March 12, 2024

6:00 PM

Council Chambers

I. Roll Call of Members.

Present: 7 - David Nadeau, Brett Jones, Nicholas Kalogerakis, Mark Morrison, William Reiner, John Henry and Jarrod Maxfield

II. Pledge of Allegiance.

Council Chair Morrison led the Pledge of Allegiance.

III. Minutes to be Approved:

[CD 24-039](#) To approve the Minutes of the February 27, 2024, Special Meeting - Executive Session meeting.

Attachments: [Special Meeting Minutes-Council-2-27-2024.pdf](#)

A motion was made by Councilor Nadeau, seconded by Councilor Reiner, that the Minutes be approved. The motion carried by the following vote:

In Favor: 7 - Councilor Nadeau, Councilor Jones, Councilor Kalogerakis, Council Chair Morrison, Councilor Reiner, Councilor Henry and Councilor Maxfield

[CD 24-038](#) To approve the Minutes of the February 27, 2024 Council meeting.

Attachments: [Minutes-Council-2-27-2024.pdf](#)

A motion was made by Councilor Nadeau, seconded by Councilor Kalogerakis, that the Minutes be approved. The motion carried by the following vote:

In Favor: 7 - Councilor Nadeau, Councilor Jones, Councilor Kalogerakis, Council Chair Morrison, Councilor Reiner, Councilor Henry and Councilor Maxfield

Staff respectfully requests that a motion be made to amend their action after Public Hearing 24-037, to include the approval of the provided resolution language pertinent to the proposed Tax Increment Finance as part of their official action.

Additionally, we request two motions be made at the end of Unfinished Business to add two orders pertaining to two separate lease purchase agreements. Our legal counsel recommends the addition of specific language to these previously authorized actions.

IV. Public Participation.

No public participation.

V. Staff Announcements.

Council Chair Morrison announced that we have four new employees and he welcomed Chad Cleaves to Code Enforcement, Megan Smith to Code Enforcement, Carl Freeman a truck driver at Public Works and Shannon Weber as Circulation Supervisor.

VI. Councilors' Comments.

Councilor Maxfield congratulated the Windham Eagles Boys Basketball Team for taking home their first Golden Ball for Windham in the State Championship.

Councilor Morrison listened on the radio and he said it was a great game. Congratulations to all the players and Coaches Pulkkinen, Grigsby, McPherson and McCrillis.

VII. PUBLIC HEARINGS.**24-033**

To receive public comment and act on proposed amendments to the Land Use Ordinance, Chapter 120 of the Code of the Town of Windham, Article 4 Zoning Districts, related to marijuana registered dispensaries in the Commercial I (C-1), Commercial I North (C-1N), Industrial (I) and Enterprise Development (ED) Districts, expanding the regulations that currently apply to marijuana manufacturing and cultivation facilities to apply to marijuana registered dispensaries.

Attachments: [24-033 Cover Sheet.pdf](#)

[TC MEMO PB recommend Dispensaries 030124.pdf](#)

[LUO Amendment \(dispensaries\) \(rev'd 2-2-24\) \(1\).pdf](#)

No public comment.

A motion was made by Councilor Nadeau, seconded by Councilor Maxfield, that the Order be approved. The motion carried by the following vote:

In Favor: 7 - Councilor Nadeau, Councilor Jones, Councilor Kalogerakis, Council Chair Morrison, Councilor Reiner, Councilor Henry and Councilor Maxfield

24-036

To receive public comment and act on proposed amendments to the Floodplain Management Ordinance, Chapter 82, as required by the Federal Emergency Management Agency (FEMA) and the National Flood Insurance Program (NFIP), with an effective date of June 20, 2024, the date the updated FEMA flood maps become effective.

Attachments: [24-036 Cover Sheet.pdf](#)[TC MEMO Floodplain Ordinance 02-23-24.pdf](#)

[FINAL REVISION Windham Chapter 82 Floodplain Management redline 2024 revised 03-11-24.pdf](#)
[Windham Chapter 82 Floodplain Management CLEAN 2024 revised.pdf](#)
[Windham Chapter 82 Floodplain Management redline 2024 revised.pdf](#)
[Windham Letter Maine NFIP.pdf](#)
[StateModelOrdinanceChanges2015-2023.pdf](#)

No public comment.

Assistant Manager Bob Burns said they recommend they be approved as written. This is a State requirement for us to comply.

A motion was made by Councilor Nadeau, seconded by Councilor Reiner, that the Order be approved. The motion carried by the following vote:

In Favor: 7 - Councilor Nadeau, Councilor Jones, Councilor Kalogerakis, Council Chair Morrison, Councilor Reiner, Councilor Henry and Councilor Maxfield

24-037

To receive public comment and act on the proposed Anglers Road Senior Affordable Housing Development and Tax Increment Financing District (the "District") and the adoption of a Development Program for said new District, pursuant to the provisions of Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended.

Attachments: [24-037 Cover Sheet.pdf](#)

[1 Final Anglers Rd Development Program 2 29 24 FINAL.pdf](#)
[2 Final Anglers Rd CEA Agreement 2-29-24.pdf](#)
[3 Final Anglers Road Tables.pdf](#)
[AHTIF District Maps.pdf](#)
[Council Adoption Resolution 3-12-24.pdf](#)

No public comment.

Vote on amendment:

In Favor: 7-0

A motion was made by Councilor Reiner, seconded by Councilor Henry, that the Order be approved as amended. The motion carried by the following vote:

In Favor: 7 - Councilor Nadeau, Councilor Jones, Councilor Kalogerakis, Council Chair Morrison, Councilor Reiner, Councilor Henry and Councilor Maxfield

24-038

To receive public comment and act on proposed amendments to Article V. of the Vehicles and Traffic Ordinance, Chapter 228, of the Code of the Town of Windham, authorizing the Public Works Director to determine seasonal posting of roads.

Attachments: [24-038 Cover Sheet.pdf](#)

[CH 228 Vehicles and Traffic Article V Weight Limits \(MAB rev'd\).pdf](#)

No public comment.

Assistant Manager Bob Burns explained that the existing local ordinance requires this type of road posting to come to the Council for their approval, and with this modification, it will allow the Public Works Director to act in that capacity and post roads seasonally as we have done for many years. This was previously discussed at the last Council meeting.

Councilor Maxfield wondered why they struck Town Council? Could they have left Town Council in there and add Public Works Director or designee?

Manager Tibbetts said if the Public Works Director retires or decides to leave, usually the Manager is the one to fill in those responsibilities. He would either do it, or assign a designee in his place.

A motion was made by Councilor Nadeau, seconded by Councilor Kalogerakis, that the Order be approved. The motion carried by the following vote:

In Favor: 7 - Councilor Nadeau, Councilor Jones, Councilor Kalogerakis, Council Chair Morrison, Councilor Reiner, Councilor Henry and Councilor Maxfield

VIII. CONSENT AGENDA.

IX. UNFINISHED BUSINESS & GENERAL ORDERS.

24-031 To refer the Town Manager's proposed budget for fiscal year 2024-2025 to the Town Council's Finance Committee for its review and recommendation.

Attachments: [24-031 Cover Sheet.pdf](#)

[Windham Budget 24 25 Final 2pdf.pdf](#)

[2024-2025 Budget Revenue Summary.pdf](#)

[2024-2025 Budget Revenue Detail.pdf](#)

[2024-2025 Budget Expenditures Summary All.pdf](#)

[2024-2025 Budget Expenditures Detail Accts 11100-11900.pdf](#)

[2024-2025 Budget Expenditures Detail Accts 12100-12900.pdf](#)

[2024-2025 Budget Expenditures Detail Accts 13100-13700.pdf](#)

[2024-2025 Budget Expenditures Detail Accts 14100-14700.pdf](#)

[2024-2025 Budget Expenditures Detail Accts 15110-15500.pdf](#)

[2024-2025 Budget Expenditures Detail Accts 16110-17211.pdf](#)

[2024-2025 Budget Expenditures Detail Accts 18100-18300.pdf](#)

[2024-2025 Budget Expenditures Detail Accts 19100-19920.pdf](#)

Assistant Manager Bob Burns said the Proposed Town Manager's 2024-2025 budget was handed out to the Council tonight. He thanked staff for putting in the time and effort to assist in compiling that. Bob then went through a power point presentation.

Councilor Maxfield said he would like to show the EMT and Fire personnel stats that the Manager showed at a previous Council meeting. Show the 2023-2024 budget and here is who we hired and here is the direct corresponding statistics on what we are getting for our dollars, especially the faster response times from having more staff.

Councilor Nadeau said in regard to that comment, he would like to see all the calls and the time it takes on that call. The response time is one thing, but then the transport time, the hospital time, and the time to get back to the station is a total different ballgame. You are taking two paramedics and an ambulance out of service for over an hour, minimum. It cuts the personnel you have on in half, and he doesn't think people see that piece of it, and what causes the costs of these services to go up.

Manager Tibbetts said they can show that. They did over 3,500 calls last year. The response time now is an average of six minutes, in some cases it can be four minutes, it depends where you are in relation to the fire station and traffic. He said that is why they have been talking so much about the No. Windham Fire Station and moving that. They know it takes longer to go certain ways because of traffic and by moving a fire station they can improve that call response time, particularly in that area, where most of the accidents are concentrated.

A motion was made by Councilor Nadeau, seconded by Councilor Kalogerakis, that the Order be approved. The motion carried by the following vote:

In Favor: 7 - Councilor Nadeau, Councilor Jones, Councilor Kalogerakis, Council Chair Morrison, Councilor Reiner, Councilor Henry and Councilor Maxfield

24-039

To approve lists of Election Clerks submitted by the Democratic and Republican Town Committees who will serve a term of two years.

Attachments: [24-039 Cover Sheet.pdf](#)
[Democrat & Republican Worker Lists.pdf](#)

Town Clerk Linda Morrell said every two years the Party Chairs for the Democrats and Republicans will meet and hold a caucus. She gives them her current list of workers in each party and they will approve the list of workers and will add any names of people who are interested in being an Election Clerk.

Councilor Nadeau asked about Unenrolled voters working at the polls. Unenrolled people can work as long as the Clerk has an equal number of Democrats and Republicans working, remaining spots can be filled with Unenrolled workers.

A motion was made by Councilor Nadeau, seconded by Councilor Kalogerakis, that the Order be approved. The motion carried by the following vote:

In Favor: 7 - Councilor Nadeau, Councilor Jones, Councilor Kalogerakis, Council Chair Morrison, Councilor Reiner, Councilor Henry and Councilor Maxfield

24-040

To adopt an Emergency Operations Plan.

Attachments: [24-040 Cover Sheet.pdf](#)
[2024 Town of Windham EOP - V3.1.pdf](#)
[title37-Bsec783.pdf](#)

Chief Libby our Fire Chief and Emergency Management Director for the town said they are required by statute, as well as by our Ordinance Chapter 63, to have a Comprehensive Emergency Operations Plan. Over time the plan had gotten out of date,

and that he started working on it prior to the pandemic, and because of the pandemic it was put on the shelf for a little while, but he has completed it now.

The general overview of how the town would handle some of the larger emergencies within the community, i.e. a hurricane, another pandemic, or any hazardous materials response; any of those kinds of initial responses, as to how the town would mobilize, and it extends well beyond your normal emergency responses with police and fire. It would also involve town leadership and other departments who would be reassigned to other tasks. A shelter might be opened, or working on distribution of resources, and how it all would function.

He said this plan is a good 30,000 foot view of those things and with Council approval tonight, it will go on to the County EMA and becomes part of their holistic county approach and part of their plan. They will update the plan as things go through.

Councilor Morrison said it was very comprehensive, informative and definitely an internal document. He would like to see, at some point in the near future, a summary document that is citizen facing, so if a crisis were to occur, they would know the particular areas to go and what to do in case of an emergency.

Chief Libby said our designated shelter that has been preplanned is the high school, and the challenge with that is the complexity and the severity of the situation. The easiest example is the Christmas Day storm when we had the power outages, where they ended up doing a regional shelter at St. Joseph's College with Casco, Raymond, Standish and Windham. Doing it regionally gave them more resources to staff it and allowed for the Red Cross to come in and help.

Councilors thanked Chief Libby for all the work he put into this.

A motion was made by Councilor Nadeau, seconded by Councilor Henry, that the Order be approved. The motion carried by the following vote:

In Favor: 7 - Councilor Nadeau, Councilor Jones, Councilor Kalogerakis, Council Chair Morrison, Councilor Reiner, Councilor Henry and Councilor Maxfield

24-041

To approve one (1) application of the Kenison-Hooper Post 128, for a license to conduct Beano/Bingo at the Windham Veteran's Center located at 795 Roosevelt Trail from May 1, 2024, through October 31, 2024.

Attachments: [24-041 Cover Sheet.pdf](#)
[Beano-Bingo-Kenison-Hooper Post 128.pdf](#)

A motion was made by Councilor Nadeau, seconded by Councilor Henry, that the Order be approved. The motion carried by the following vote:

In Favor: 7 - Councilor Nadeau, Councilor Jones, Councilor Kalogerakis, Council Chair Morrison, Councilor Reiner, Councilor Henry and Councilor Maxfield

24-042

To authorize the disbursement of \$1,766 from the Substance Prevention Grant Program Fund (1000-24047) to the Windham Middle School Orchestra and Band, for a program that promotes prevention, education and positive choices in reducing youth substance use, as recommended by the Substance Prevention Grant Committee.

Attachments: [24-042 Cover Sheet.pdf](#)

[2024-01 WMS Band and Orchestra Grant Application.pdf](#)

[SPG meeting minutes for March 5 2024.pdf](#)

Councilor Morrison said he is on the Committee, and this is a field trip for the band members. It is all about good, healthy activities for the students and the youth and promoting good decisions.

Councilor Reiner said he will abstain, as both of his kids would benefit from this but he does support it 100%.

A motion was made by Councilor Nadeau, seconded by Councilor Kalogerakis, that the Order be approved. The motion carried by the following vote:

In Favor: 6 - Councilor Nadeau, Councilor Jones, Councilor Kalogerakis, Council Chair Morrison, Councilor Henry and Councilor Maxfield

Abstain: 1 - Councilor Reiner

24-043

To authorize the disbursement of \$500 from the Substance Prevention Grant Program Fund (1000-24047) to the Windham Middle School, for Grade 7 Team Shawnee to participate in the Portland Brick Walk fieldtrip, a program that promotes prevention, education and positive choices in reducing youth substance use, as recommended by the Substance Prevention Grant Committee.

Attachments: [24-043 Cover Sheet.pdf](#)

[2024-02 WMS Portland Brick Walk Field Trip Grant Application.pdf](#)

[SPG meeting minutes for March 5 2024.pdf](#)

Councilor Morrison said this is another field trip to promote good, healthy decisions for our youth.

A motion was made by Councilor Nadeau, seconded by Councilor Kalogerakis, that the Order be approved. The motion carried by the following vote:

In Favor: 6 - Councilor Nadeau, Councilor Jones, Councilor Kalogerakis, Council Chair Morrison, Councilor Henry and Councilor Maxfield

Abstain: 1 - Councilor Reiner

24-045

WHEREAS, on October 24, 2023, pursuant to Order 23-198, the Town Council of the Town of Windham (the "Town") authorized the Town Treasurer to negotiate the terms of an equipment lease purchase and related documents to provide financing of an estimated \$580,685 for the purchase of the following: 1) Fire Dept. Car 4 - 2023 Ford Interceptor and related equipment; 2) Fire Dept. Ambulance #2 - 2023 Ford E-450 Braun Chief XL Chassis; 3) Fire Dept. Ambulance #2 - 2023 Ford E-450 Chief XL Remount; 4) Fire Dept. Unit 9 - Utility Pickup Truck and related equipment; and 5) Public Works International Single Axle Dump Truck with cab, chassis, and related plowing and sanding gear (collectively the "Equipment"); and

WHEREAS, the Treasurer negotiated the purchase of the Equipment in an amount not to exceed \$580,685 and accepted a proposal from Gorham Leasing Group for the financing of the Equipment in an amount not to exceed \$580,685;

NOW, THEREFORE, IT IS HEREBY ORDERED, that

1. The Treasurer, on behalf of the Town, is authorized to enter into one or more lease purchase, loan or other financing agreements for the Equipment provided that (a) the principal amount of any such agreement or agreements will not exceed the \$580,685 in the aggregate; (b) the term of each such agreement will not exceed seventy-two (72) months; and (c) any obligation of the Town to make lease or loan payments pursuant to each such agreement is subject to annual appropriation by the Town Council of the Town.
2. The Town Manager and Treasurer, acting individually and on behalf of the Town, are each authorized from time to time to further negotiate, enter into, execute, deliver and cause to be performed, and to approve, any and all agreements, instruments, certificates and other documents, and to grant security interests in all or any portion of the Equipment, upon such terms, conditions, limitations and undertakings, which the Town Manager or Treasurer determines are necessary and proper for the acquisition and financing of the Equipment. Without limiting the foregoing, the Town Manager or Treasurer, acting individually and on behalf of the Town, in connection with the acquisition of the Equipment, are each authorized to sell, transfer, trade in or otherwise dispose of any equipment, which the Treasurer determines is no longer useful to the Town. The Town Manager and Treasurer, and other appropriate officers of the Town are hereby authorized and empowered to do all such acts and things as may be necessary or advisable, with the advice of counsel for the Town, in connection with the purchase of the Equipment and/or the financing of said purchase, to carry out the provisions of this Order and the provisions set forth above in connection with the purchase and financing of the Equipment.
3. If the Town Manager or Treasurer are for any reason unavailable to approve and execute the Equipment purchase and/or related financing documents, the person or persons then acting in any such capacity, whether as an assistant, a deputy, or otherwise, is authorized to act for such official with the same force and effect as if such official had herself performed such act.
4. If any of the officers or officials of the Town who have signed or sealed the Equipment purchase or financing documents shall cease to be such officers or officials before said documents so signed and

sealed shall have been actually authenticated or delivered by the Town, such documents nevertheless may be authenticated, issued, and delivered with the same force and effect as though the person or persons who signed or sealed the same had not ceased to be such officer or official; and also any such documents may be signed and sealed on behalf of the Town by those persons who, at the actual date of the execution of such documents, shall be the proper officers and officials of the Town, although at the nominal date of such documents any such person shall not have been such officer or official.

5. The Town covenants that it will perform all acts within its power which are or may be necessary to ensure that the interest portion of lease payments under the lease purchase financing shall at all times be and remain exempt from federal income taxation. The Town further covenants that the lease purchase financing is hereby designated a Qualified Tax-Exempt Obligation pursuant to Section 265(b) of the Internal Revenue Code.

Attachments: [24-045 Cover Sheet.pdf](#)

Manager Tibbetts said both this article and the next article relate to equipment purchases that were approved through the budget process and through the Town Meeting. The first relates to the year of 2023, and the next item 24-017 relates to the year 2022. In 2022 there were two orders that came before the Board for the purchases of that equipment, which was approved at Town Meeting, which you authorized and it was done.

In 2023 the same thing happened. For these last two sessions our prior legal firm had a bond counsel and that bond counsel wanted to break these into different components. It dealt with the amount of time you have between when you purchase the equipment and when you can encumber those funds.

With our new bond counsel what we asked to accomplish was, instead of trying to have two or three orders, why can't we do it as one order and rewrite it in such a way that the tractability of it becomes easier, instead of trying to identify it with three different bond orders and making sure the language is always consistent and across the board. They worked with the attorney and what they are asking the Council to consider is to approve both of these orders, because both of these orders take prior orders and consolidate them into one and clarify the language in such a way we do not have multiple orders being tracked for bonding items and lease purchase items. They are trying to create a better paper trail.

Councilor Nadeau moved to waive the reading, seconded by Councilor Reiner. In Favor: 7-0

In Favor: 7 - Councilor Nadeau, Councilor Jones, Councilor Kalogerakis, Council Chair Morrison, Councilor Reiner, Councilor Henry and Councilor Maxfield

24-017

WHEREAS, on September 13, 2022, pursuant to Order 22-167, the Town Council of the Town of Windham (the "Town") authorized the Town Treasurer to negotiate the terms of an equipment lease purchase and related documents to provide financing of an estimated \$126,000 for the acquisition of two pickup trucks, 1.) Fire Department Unit #8 and 2.)

Public Works Department Unit #82 (the "Pickup Trucks"); and

WHEREAS, on June 14, 2023, pursuant to Order 23-119, the Town Council of the Town of Windham (the "Town") authorized the Town Treasurer to negotiate the terms of an equipment lease purchase and related documents to provide financing of an estimated \$236,496 for the acquisition of a dump truck (the "Dump Truck"; the Pickup Trucks and Dump Truck are collectively referred to herein as the "Equipment"); and

WHEREAS, the Treasurer negotiated the purchase of the Equipment from Freightliner & Western Star of Maine in an amount not to exceed \$362,496; and

WHEREAS, the Treasurer accepted a proposal from Gorham Leasing Group for the financing of the Equipment in an amount not to exceed \$362,496.00;

NOW, THEREFORE, IT IS HEREBY ORDERED, that

1. The sum of \$362,496.00 is hereby appropriated from the General Fund for the purchase of the Equipment as set forth on the invoice from Freightliner & Western Star dated June 12, 2023, and the amounts authorized for the financing of the Equipment.
2. The Treasurer, on behalf of the Town, is authorized to enter into one or more lease purchase, loan or other financing agreements for the Equipment provided that (a) the principal amount of any such agreement or agreements will not exceed the \$362,496.00 in the aggregate; (b) the term of each such agreement will not exceed seventy-two (72) months; and (c) any obligation of the Town to make lease or loan payments pursuant to each such agreement is subject to annual appropriation by the Town Council of the Town.
3. The Town Manager and Treasurer, acting individually and on behalf of the Town, are each authorized from time to time to further negotiate, enter into, execute, deliver and cause to be performed, and to approve, any and all agreements, instruments, certificates and other documents, and to grant security interests in all or any portion of the Equipment, upon such terms, conditions, limitations and undertakings, which the Town Manager or Treasurer determines are necessary and proper for the acquisition and financing of the Equipment. Without limiting the foregoing, the Town Manager or Treasurer, acting individually and on behalf of the Town, in connection with the acquisition of the Equipment, are each authorized to sell, transfer, trade in or otherwise dispose of any equipment, which the Treasurer determines is no longer useful to the Town. The Town Manager and Treasurer, and other appropriate

officers of the Town are hereby authorized and empowered to do all such acts and things as may be necessary or advisable, with the advice of counsel for the Town, in connection with the purchase of the Equipment and/or the financing of said purchase, to carry out the provisions of this Order and the provisions set forth above in connection with the purchase and financing of the Equipment.

4. If the Town Manager or Treasurer are for any reason unavailable to approve and execute the Equipment purchase and/or related financing documents, the person or persons then acting in any such capacity, whether as an assistant, a deputy, or otherwise, is authorized to act for such official with the same force and effect as if such official had herself performed such act.
5. If any of the officers or officials of the Town who have signed or sealed the Equipment purchase or financing documents shall cease to be such officers or officials before said documents so signed and sealed shall have been actually authenticated or delivered by the Town, such documents nevertheless may be authenticated, issued, and delivered with the same force and effect as though the person or persons who signed or sealed the same had not ceased to be such officer or official; and also any such documents may be signed and sealed on behalf of the Town by those persons who, at the actual date of the execution of such documents, shall be the proper officers and officials of the Town, although at the nominal date of such documents any such person shall not have been such officer or official.
6. This Order shall constitute the Town's declaration of official intent within the meaning of Treasury Regulation 1.150-2 to pay, on an interim basis, costs of the Equipment, which costs the Town reasonably expects to reimburse with proceeds of lease purchase financing to be issued in the maximum principal amount of \$362,496.00.
7. The Town covenants that it will perform all acts within its power which are or may be necessary to ensure that the interest portion of lease payments under the lease purchase financing shall at all times be and remain exempt from federal income taxation. The Town further covenants that the lease purchase financing is hereby designated a Qualified Tax-Exempt Obligation pursuant to Section 265(b) of the Internal Revenue Code.

Attachments: [24-017 Cover Sheet](#)

Councilor Maxfield moved to waive the reading, seconded by Councilor Reiner.
In Favor: 7-0

In Favor: 7 - Councilor Nadeau, Councilor Jones, Councilor Kalogerakis, Council Chair Morrison, Councilor Reiner, Councilor Henry and Councilor Maxfield

X. Council Correspondence.

CD 24-043 Substance Prevention Grant Recipient Reports.

Attachments: [Mid-year Grant Update - Altitude Rippleffect.pdf](#)

CD 24-045 Scholarship Advertisement and Revised Application.

Attachments: [scholarship ad 2024.pdf](#)
[Scholarship Application 2024.pdf](#)

CD 24-046 Email from Kristina Egan, Executive Director, GPCOG.

Attachments: [GPCOG Work for Windham email.pdf](#)

CD 24-047 New Windham Newsletter.

Attachments: [Windham, Maine Newsletter FIRST EDITION.pdf](#)

CD 24-048 RSU#14 Sewer Connection.

Attachments: [CDS Draft 3 7 24 2pdf.pdf](#)

CD 24-049 Maine Municipal Association Sponsored Communication to Federal Delegation.

Attachments: [2024 Federal Issues Paper.pdf](#)

CD 24-050 Storm Report - March 9-10, 2024 Event.

Attachments: Memo from Public Works Dir. J Earle_3.10.24 Storm.pdf

XI. Town Manager's Report.

Manager Tibbetts reported that the street sweeping crews are out and they are cleaning the ditches and brush overhangs.

With the last storm there was a tremendous amount of rain, and some roads had to be closed. Jon Earl wrote a letter identifying those roads they are working on. Some work needs to be done with replacing some culverts and adding some new ones.

A motor blew in one of our ambulances, but the good thing was it was the one that was being traded out.

Last year they picked up MyGov software through our budgeting process, and that is software used by Code to track permits. Public Works can also use it to track street opening permits and Planning has access to it.

There is one opening in the Police Department and one in Public Works, and if you know someone who might be interested in working for the community, please reach out to the H.R. Department.

In a couple of weeks there will be an Easter egg hunt at the Lowell Preserve. The information is on the Parks & Rec website.

Summerfest support options are available, and if you are interested in supporting them as a business or a private citizen, please get in touch with Parks & Rec.

The elevator at the Library is out. It will be replaced at some point in the future because getting parts is difficult.

The first budget hearing will be on May 19 from 3:00 to 8:00 p.m. There will probably be sub sequential meetings and they will be posted.

Councilor Morrison said the Manager's office coordinated a meeting last Thursday, and it was an invitation to Senator Collins, Senator King, Congress woman Pingree, Representatives from the Portland Water District, Casco Bay Estuary and Friends of the Presumpscot River along with Councilors Morrison and Nadeau. He said it was an excellent meeting, and the purpose of the get together and invited by our Town Manager was to discuss the Waste Water Program and the discussion of the need for some additional funds to address the need of the elimination of the waste water system at the high school. It is one of two east of the Mississippi that is still functioning on school property. The outflow has a filtering process, but ultimately, some of that water does go into the river. This additional funding is going to eliminate that and shut it down. It is run by the RSU, and the RSU will apply for grants and funding. It was very well received by those in attendance.

He also wanted people to know that on March 23 & 24 it will be Maple Sugar Weekend, please support your local farms.

Councilor Maxfield said his neighbor told him that they are having 8 trees removed because of brown tail moth infestation. Some people are very super sensitive to it. She contacted the State, but they do not do any programs directed to the public, but they do have a municipal program that municipalities can apply to. He thought it was closed for this year, but he hoped they could be on that for next year. The State will reimburse municipalities and they can use some of those funds to help with mitigation.

XII. Committee Reports.

A. Council Subcommittees.

1. Appointments Committee.

No report.

2. Finance Committee.

No report.

3. Ordinance Committee.

No report.

B. Other Committees.

1. Long Range Planning Committee.

No report.

2. Parks & Recreation Advisory Committee

Councilor Jones said the meeting last night was cancelled due to illness.

3. Windham Economic Development Corporation.

There will be a presentation tonight.

4. Highland Lake Leadership Team.

Councilor Nadeau said they had not met, but the storm dropped seven inches of rain, and presently, the water at Highland Lake is 19 inches over the dam.

5. Natural Resources Advisory Committee.

No report.

6. Greater Portland Council of Governments (GPCOG).

No report.

7. ecomaine.

No report.

XIII. Discussion Items.

[CD 24-033](#) Exploring Food Trucks as a Recurring Event in Town.

[CD 24-040](#) Developer's Agreement - Property Abutting Shaws.

Attachments: [Development Agreement Windham Graiver 03-01-24.pdf](#)

[CD 24-042](#) MEREDA Conference - Tom Bartell, Economic Development Director.

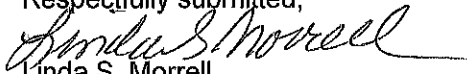
XIV. Agendas & Scheduling.

XV. ADJOURN.

A motion was made by Councilor Henry, seconded by Councilor Jones, that they be adjourned. The motion carried by the following vote at 8:30 p.m.

In Favor: 7 - Councilor Nadeau, Councilor Jones, Councilor Kalogerakis, Council Chair Morrison, Councilor Reiner, Councilor Henry and Councilor Maxfield

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Linda S. Morrell".

Linda S. Morrell

Town Clerk, CCM