



Town of Windham

Town Offices
8 School Road
Windham, Maine

Cover Sheet

File Number: 25-019

Agenda Date: 5/27/2025

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Status: Agenda Ready

In Control: Town Council

File Type: Order

I. Council Action Requested.

To decommission the Human Services Advisory Committee and to express the Council's profound gratitude and appreciation on behalf of the town and its residents for the work of the committee and all of its members.

II. Basis for Council Action.

Council approval of this item is required because;

- a. The Town Council, pursuant to Article II, Section 3C, is charged with appointing "[t]he members of the Board of Assessment Review, the Planning Board, the Board of Zoning Appeals, and the membership of such advisory committees as the Council may create."

III. Issue Summary.

At its inception in 1997, the Human Services Advisory Committee was established to aid the Director of Social Services with clothing and food resource distribution, and this continued when the Director retired and our general assistance program's management was outsourced to PROP, now known as The Opportunity Alliance. Since 2011, the newly hired Assistant Town Manager/HR Director has provided oversight to the new General Assistance Administrator and Administrative Assistant, who manages aid provided to residents. The committee's role then changed to become an advisory role for the Council.

- Members of the HSAC identified that a community garden would be beneficial and in January of 2010 the Council designated a parcel of land near the Public Safety Building for that purpose. A Windham Community Garden Committee was established. Much of the garden's bounty benefits food pantry clients.
- HSAC members also applied for and received a grant from AARP Age Friendly Network to begin what the Age Friendly Windham Committee and Coordinator is now expanding.
- HSAC also played a part in our annual budget process by reviewing applications for social service agency funding to make recommendations to include in our budget. The Town Manager now seeks input from staff who work with these agencies to make recommendations to the Council.

We appreciate every member's contribution to making Windham a stronger community during the 18 years of service this committee has devoted to the Town!