



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Agenda

Town Council

Tuesday, May 26, 2026

6:00 PM

Council Chambers

I. Roll Call of Members.

II. Pledge of Allegiance.

III. Minutes to be Approved:

[CD 26-096](#) To approve the Minutes of the May 12, 2026, Council's Special Meeting Executive Session.

Attachments: [DRAFT-TC-Special Meeting-Minutes-May-12-2026](#)

[CD 26-098](#) To approve the Minutes of the May 12, 2026 Council Meeting.

Attachments: [DRAFT-TC-Minutes-May 12, 2026](#)

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.

26-063

To receive public comment and approve, for the November 3, 2026 referendum vote, questions on the proposed amendments to Article V and Article VIII of the Town Charter, changing the Annual Town Meeting's voting on the annual municipal budget from an open town meeting to a secret ballot referendum and increasing the amount of supplemental appropriations that require Town Meeting approval, both as are further explained below.

QUESTION 1: Shall the Town approve the charter amendment summarized below, to be effective January 1, 2027?

Summary of Amendment:

- Change the method of Town Meeting's voting on the annual budget from an open town meeting to a secret ballot referendum;
- Provide for a special open Town Meeting to be held to consider portions of the annual budget rejected at the secret ballot referendum;
- Authorize the Town Council to choose how to present the budget to voters for approval; and
- Adjust the timeline for the Town Manager to prepare and submit the proposed annual budget to the Town Council for review, to accommodate use of the secret ballot referendum process.

QUESTION 2. Shall the Town approve the charter amendment reprinted below, to be effective immediately upon adoption?

Section 2. When action by Town Meeting required.

The annual budget, as provided in Article V and in accordance with Section 5 of this Article; any appropriation of \$500,000 or more in addition to or supplementary to the annual budget appropriation; the issuance of bonds or notes, except notes in anticipation of taxes to be paid within the fiscal year in which issued; shall become effective only after adoption at a Town Meeting by a majority vote of those present and voting. The Town Meeting shall not increase the amount of any appropriation recommended by the Council and shall not increase the amount of any bond issue above the amount recommended by the Council.

Attachments:

[26-063 Cover Sheet.pdf](#)

[26-063 Cover Sheet without strikethroughs.pdf](#)

[2025.05.18 2026 Charter Amendments for Ballot.pdf](#)

[Council-Manager Charter \(2026.05.18\).pdf](#)

[26-089](#) To receive public comment and act on an application submitted by Smoked Windham located at 106 Main Street for a renewal Special Amusement Permit.

Attachments: [26-089 CoverSheet.pdf](#)
[SMOKED-SP-AM-APP-2026](#)

IX. CONSENT AGENDA.

X. UNFINISHED BUSINESS & GENERAL ORDERS.

[26-082](#) To adopt amendments to the town's fund balance policy.

Attachments: [26-082 Cover Sheet.pdf](#)
[Windham Fund Balance Policy Amendment.pdf](#)
[Fund Balance Policy ADOPTED April 12 2011.pdf](#)

Legislative History

4/28/26	Town Council	postponed
5/12/26	Town Council	postponed

[26-053](#) To award a \$1,500 scholarship as established by the Town Council and recommended by the scholarship review committee to college student Madelyn Demmons, who is pursuing a degree at the University of New England's School of Pharmacy.

Attachments: [26-053 Cover Sheet.pdf](#)

[26-054](#) To award a \$1,500 scholarship as established by the Town Council and recommended by the scholarship review committee to this year's recipient identified as Applicant 16, to be awarded at the award ceremony hosted by Windham High School on June 4, 2026 at 7:00 PM.

Attachments: [26-054 Cover Sheet.pdf](#)

[26-072](#) To approve the warrant for the June 13, 2026 annual town meeting.

Attachments: [26-072 Cover Sheet.pdf](#)
[TOWN WARRANT FY 27 - JUNE 26 \(TAH Rev 05-21-26 v2\).pdf](#)

[26-099](#) To approve an agreement with Cumberland County for the provision of public safety communications services from July 1, 2026 through June 30, 2028.

Attachments: [26-099 Cover Sheet.pdf](#)
[WINDHAM DISPATCH CONTRACT FINAL PDF \(DW rev'd 2026.05.21\) \(002\).p](#)

- [26-100](#) To approve one (1) application submitted by Isabelle Vanasse d/b/a Belle's Coffee for a new Temporary Mobile Food Service Unit License.
- Attachments:** [26-100 Cover Sheet.pdf](#)
[Belle's Coffee New Mobile Food](#)
- [26-101](#) To approve one (1) application submitted by Rene Hoglund d/b/a Snowology 207 for a new Temporary Mobile Food Service Unit License.
- Attachments:** [26-101 Cover Sheet.pdf](#)
[Snowology 207 New Mobile Food](#)
- [26-102](#) To approve one (1) application submitted by Randall Smith d/b/a Pinky D's Inc. for a new Temporary Mobile Food Service Unit License.
- Attachments:** [26-102 Cover Sheet.pdf](#)
[Pinky D's New Mobile Food](#)
- [26-103](#) To approve one (1) application submitted by David & Barbara Clarke d/b/a B & D Roadside Grill for a new Temporary Mobile Food Service Unit License.
- Attachments:** [26-103 Cover Sheet.pdf](#)
[B&D Roadside Grill New Mobile Food](#)
- [26-104](#) To approve one (1) application submitted by Robert Finley d/b/a Poppie's Kettle Corn for a new Temporary Mobile Food Service Unit License.
- Attachments:** [26-104 Cover Sheet.pdf](#)
[Poppie's Kettle Corn New Mobile Food](#)
- [26-105](#) To approve one (1) application submitted by Nicole Clavet d/b/a Cruzin Slice for a new Temporary Mobile Food Service Unit License.
- Attachments:** [26-105 Cover Sheet.pdf](#)
[Cruzin Slice New Mobile Food](#)
- [26-106](#) To approve one (1) application submitted by Jean Krull d/b/a Maine-ly Meatballs for a new Temporary Mobile Food Service Unit License.
- Attachments:** [26-106 Cover Sheet.pdf](#)
[Mainely Meatballs New Mobile Food](#)
- [26-109](#) To approve one (1) application submitted by Omer & Charito Gonzalez d/b/a Asian Boba & Appetizers for a new Temporary Mobile Food Service Unit License.
- Attachments:** [26-109 Cover Sheet.pdf](#)
[Asian Boba New Mobile Food](#)

- [26-110](#) To approve one (1) application submitted by Scott A. Bodlovick d/b/a Great Scott's Eats for a new Temporary Mobile Food Service Unit License.
- Attachments:** [26-110 Cover Sheet.pdf](#)
[Great Scott's Eats New Mobile Food](#)
- [26-111](#) To approve one (1) application submitted by Dawn Miller d/b/a Crepe Elizabeth for a new Temporary Mobile Food Service Unit License.
- Attachments:** [26-111 Cover Sheet.pdf](#)
[Crepe Elizabeth New Mobile Food](#)
- [26-113](#) To approve one (1) application submitted by Mjae Langley d/b/a Mr. Sea's for a new Temporary Mobile Food Service Unit License.
- Attachments:** [26-113 Cover Sheet.pdf](#)
[Mr. Sea's New Mobile Food](#)
- [26-115](#) To approve one (1) application submitted by April Murray d/b/a Sylvia's Mobile Bar & Catering for a new Temporary Mobile Food Service Unit License.
- Attachments:** [26-115 Cover Sheet.pdf](#)
[Sylvia's New Mobile Food](#)
- [26-116](#) To approve amendments to the Master Fee Schedule.
- Attachments:** [26-116 Cover Sheet.pdf](#)
[26-11 TC MEMO MasterFeeSchedule_DRAFeeAmendments_052126.pdf](#)
[CURRENT MASTER FEE SCHEDULE proposed 5.26.2026.pdf](#)
- [26-117](#) To approve one (1) application submitted by Dan McCluskey d/b/a Ironclad Eats LLC for a new Temporary Mobile Food Service Unit License.
- Attachments:** [26-117 Cover Sheet.pdf](#)
[Ironclad Eats New Mobile Food](#)
- [26-118](#) To approve one (1) application submitted by Sean Kelly d/b/a Kelley's Ice Cream Truck for a new Temporary Mobile Food Service Unit License.
- Attachments:** [26-118 Cover Sheet.pdf](#)
[Kelley's Ice Cream Truck New Mobile Food](#)

XI. Council Correspondence.

- [CD 26-095](#) Household Hazardous Waste Day, June 6, 2026.
- Attachments:** [HazardousWasteDay.pdf](#)

[CD 26-097](#) FOAA Activity Report.

Attachments: [Maine Equal Justice Inquiry Response 5.13.2026.pdf](#)

[CD 26-100](#) Permit Update.

Attachments: [Growth Permit Summary 5-24-2026.pdf](#)
[Windham_Housing_Permits_2026.05.20.pdf](#)
[PlanningBoard_ResidentialPending_051826.pdf](#)

[CD 26-101](#) MDOT Rotary Safety Improvements Project On-Demand Public Meeting Notice.

Attachments: [Rotary Safety Improvements Project Notice.pdf](#)

[CD 26-102](#) Maine Wire and Legitimate Business_ Home Support Services, LLC.

Attachments: [Maine Wire Erroneous Claim on Legitimate Business.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.

The W.E.D.C. holds their board meeting on the first Thursday of each month at noon.

3. Natural Resources Advisory Committee.

Meetings occur the third Wednesday of each month.

4. Greater Portland Council of Governments (GPCOG).

Dates:

PACTS Policy Board Meeting: Tuesday, May 26, 2026, 11:00 AM - 1:00 PM

GPCOG General Assembly, Annual Summit & Reception: Thursday, May 28, 2026, 2:00 - 7:00 PM.

5. ecomaine.

The board meets the 3rd Thursday of each month.

XIV. Discussion Items.

[CD 26-103](#)

Fire-Rescue Emergency Medical Services and Medication Procurement Changes.

Attachments:

[Chief Libby Memo and Supporting Information.pdf](#)

XV. Agendas & Scheduling.

XVI. ADJOURN.