



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Agenda

Town Council

Tuesday, September 28, 2021

6:30 PM

Council Chambers

I. Roll Call of Members.

II. Pledge of Allegiance.

III. Minutes to be Approved:

[CD 21-140](#) To approve the Minutes of the September 14, 2021 Council meeting.

Attachments: [Minutes-Council - 9-14-2021.pdf](#)

IV. Adjustments to the Agenda.

[21-169](#) To receive public comment and act on proposed amendments to the Schedule of Fees, Appendix A of the Marijuana Business Licensing Ordinance, Chapter 160 of the Code of the Town of Windham.

Attachments: [21-169 Cover Sheet.pdf](#)
[Marijuana Licensing Ordinance Proposed Appendix A amendment 2021 0914.p](#)
[Current Appendix A.pdf](#)
[CORRECTED Marijuana Licensing Ordinance Proposed Appendix A amendme](#)

Reconsideration request from staff due to typographical error.

Legislative History

9/14/21 Town Council approved

V. 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.

VI. Councilors' Comments.**VII. PUBLIC HEARINGS.**

[CD 21-143](#) To receive public comment relative to the issuance of licenses for junkyard/automobile graveyards in the Town of Windham.

Attachments: [Junkyard Applications\(1\).pdf](#)

VIII. CONSENT AGENDA.

None.

IX. UNFINISHED BUSINESS & GENERAL ORDERS.

[21-167](#) To accept as a town way Abenaki Drive, to accept a shared use easement of the Common Open Space, and to accept a stormwater drainage easement across Lot A, all as depicted on the plan for the River Road Subdivision approved by the Planning Board on December 11, 2017 and amended on May 14, 2018 and described in a proposed deed submitted by STJ, Inc.

Attachments: [21-167 Cover Sheet.pdf](#)
[Abenaki_StreetAccept_MEMO_08-23-21.pdf](#)
[Abenaki Drive Public Acceptance Attachments.pdf](#)
[RiverRdSubdiv_OpenSpace_MEMO_08-23-2021.pdf](#)

Legislative History

9/14/21 Town Council postponed

[21-181](#) To approve an agreement with the Town of Gray to extend winter maintenance to the portion of Mt. Hunger Shore Road located in the Town of Gray for a period of five (5) years.

Attachments: [21-181 Cover Sheet.pdf](#)
[Gray - Windham Snowplow Agreement for Mt. Hunger Shore Road 2022-2026.r](#)

[21-182](#) To appoint Raymond Batchelder Jr. to the Zoning Board of Appeals for a three-year term to end February 15, 2024.

Attachments: [21-182 Cover Sheet.pdf](#)

[21-183](#) To appoint Evert Krikken to the Planning Board, to serve a three-year term to end February 15, 2024.

Attachments: [21-183 Cover Sheet.pdf](#)

[21-191](#) To approve the annual salary adjustments of the BTI Program Director and Program Coordinator as outlined by the federally funded “Be the Influence” community collaborative grant.

Attachments: [21-191 Cover Sheet.pdf](#)
[S Rossignol Memo and Materials](#)

[21-192](#) To confirm an appointment made by the Town Manager to the position of Code Enforcement Director.

Attachments: [21-192 Cover Sheet.pdf](#)

[21-195](#) To approve the application of Lewis Weatherby and Michael Bryant d/b/a Atlas Auto Parts for a permit to operate a junkyard/automobile graveyard.

Attachments: [21-195 Cover Sheet.pdf](#)
[26 Anthoine Rd Memo 09-22-2021.pdf](#)
[26 Anthoine Rd Memo 9-22-21.pdf](#)
[Atlas Auto Parts-Weatherby & Bryant.pdf](#)

[21-197](#) To approve the application of Phyllis Wolstenhulme d/b/a Bob’s Salvage for a permit to operate a junkyard/automobile graveyard.

Attachments: [21-197 Cover Sheet.pdf](#)
[Phyllis Wolstenhulme - Junkyard.pdf](#)

[21-194](#) To approve the application of Matthew Herrick d/b/a J & M Used Auto Parts and Cores for a permit to operate a junkyard/automobile graveyard.

Attachments: [21-194 Cover Sheet.pdf](#)
[J&M Used Auto Parts & Cores - M. Herrick.pdf](#)

[21-196](#) To approve the application of Stephen Rogers d/b/a Serve-U-Garage for a permit to operate a junkyard/automobile graveyard.

Attachments: [21-196 Cover Sheet.pdf](#)
[Serv-U-Garage - Stephen Rogers.pdf](#)

[21-198](#) To approve the application of Roy E. Thistle d/b/a River Road Storage for a permit to operate a junkyard/automobile graveyard.

Attachments: [21-198 Cover Sheet.pdf](#)
[River Road Storage - Roy Thistle.pdf](#)

[21-199](#) To approve the application of Jeffrey Whitney d/b/a Whitney’s for a permit to operate a junkyard/automobile graveyard.

Attachments: [21-199 Cover Sheet.pdf](#)
[Jeffrey Whitney - Junkyard.pdf](#)

X. Council Correspondence.

[CD 21-137](#) Portland Water District Newsletter

Attachments: [PWD Sebago In Depth Summer-Fall.pdf](#)

[CD 21-141](#) MMA Award Notification.

Attachments: [HoMETown Careers MCSPC Internship Program.pdf](#)

[CD 21-144](#) Windham Public Library - Recipient of Donation.

Attachments: [Bangor Savings Bank Donation.pdf](#)

XI. Town Manager's Report.**XII. Committee Reports.****A. Council Subcommittees.**

1. Appointments Committee.
2. Finance Committee.

B. Other Committees.

1. Long Range Planning Committee.
2. Parks & Recreation Advisory Committee.
3. Windham Economic Development Corporation
4. Highland Lake Leadership Team.
5. Natural Resources Advisory Committee.
6. Public Easement Advisory Committee.

XIII. Discussion Items.

[CD 21-033](#) Community Center.

[CD 21-135](#) Town-Plowed Private Road Legislation & Proposed Ordinance for Windham Designated Private Ways.

Attachments: [Ordinance re maintenance of designated private ways.pdf](#)
[Inspection Checklist for Private Roads](#)
[Draft Q and A Sept 23 2021](#)

[CD 21-142](#) American Recovery Plan Act (ARPA) Federal Monies.

Attachments: [ARPA funds summary.pdf](#)
[arpa-fact-sheet-cslfrf.pdf](#)
[SLFRPFAQ.pdf](#)
[TREAS-DO-2021-0008-0002_content copy.pdf](#)

[CD 21-145](#) Planning Board Recommendations of Proposed Amendments To Chapter 140 Land Use Ordinance related to Affordable Housing Standards.

Attachments: [TC packet PB recommend AffordableHousing 09-22-21.pdf](#)
[Windham Housing Listening Sessions Summary Paper 07-28-2020 \(2\).pdf](#)

XIV. Agendas & Scheduling.

XV. EXECUTIVE SESSION.

[21-200](#) To enter into executive session in accordance with Title 1 MRSA §405 (6) (C) for the discussion or consideration of the condition, acquisition or the use or real or personal property permanently attached to real property or interests therein since premature disclosures of the information would prejudice the competitive or bargaining position of the Town.

Attachments: [21-200 Cover Sheet.pdf](#)

XVI. ADJOURN.