



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Agenda

Town Council

Tuesday, May 23, 2023

6:00 PM

Council Chambers

I. Roll Call of Members.

II. Pledge of Allegiance.

III. Minutes to be Approved:

[CD 23-074](#) To approve the Minutes of the May 9, 2023, Council meeting.

Attachments: [Minutes-Council-5-9-2023.pdf](#)
[Addendum to 5-9-23 Council Minutes\(1\).pdf](#)

[CD 23-077](#) To approve the Minutes of the May 16, 2023, Special Meeting - Executive Session.

Attachments: [Minutes-Council-Sp. Ex. Session-5-16-2023.pdf](#)

IV. Adjustments to the Agenda.

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.

[CD 23-069](#) Announcement of Summerfest Grand Marshall & Hometown Hero.

[CD 23-071](#) Introduction of Community Project Coordinator for the Age-Friendly Committee.

[CD 23-072](#) Presentation of a Red Cross Life Saving Award.

VI. Councilors' Comments.

VII. PUBLIC HEARINGS.

[23-089](#) To receive public comment and act on an application submitted by Mike Harris d/b/a Binga's Windham LLC located at 106 Main Street for a renewal Special Amusement Permit.

Attachments: [23-089 Cover Sheet.pdf](#)
[Binga's renewal Special Amusement.pdf](#)

[23-091](#) To receive public comment and act on proposed amendments to the Code of the Town of Windham, Chapter 120 Land Use Ordinance, Article 4 Zoning Districts, Article 5 Performance Standards, and Article 8 Site Plan Review, and the Official Land Use Map to create two new zoning districts, Windham Center (WC) and Village Residential (VR) and act to repeal §120-421 Child-Care Overlay District (CCO).

Attachments: [23-091 Cover Sheet.pdf](#)
[TC MEMO PB recommend WindhamCenter 05112023.pdf](#)
[WC VR LUOamendment REVISED May2023.pdf](#)
[WC Presentation PB March 2023.pdf](#)
[WindhamCenter ProposedMap 04-2021 \(1\).pdf](#)
[WindhamCenter ProposedZoningChangesMap 04-2021 \(1\).pdf](#)
[FR F compare WC VR revised Feb2023.pdf](#)
[Zoning Standards WC VR Feb2023.pdf](#)

[23-092](#) To receive public comment and act on proposed amendments to the Code of the Town of Windham, Chapter 201 Stormwater Management, Article I Surface Water Protection, and Article II Post-Construction Stormwater Management, and Chapter 120 Land Use Ordinance, Article 8 Site Plan Review, and Article 9 Subdivision Review related to MS4 Stormwater Permit requirements.

Attachments: [23-092 Cover Sheet.pdf](#)
[Memo_MS4 Permit Ordinance Amendments \(1\).pdf](#)
[PB MEMO MS4 SiteSub 050423 \(1\).pdf](#)
[Site Plan Review Official Draft 4.7.23.pdf](#)
[Subdivision Review Official Draft 04.7.23.pdf](#)
[Stormwater Management Official Draft 4.7.23.pdf](#)

[23-093](#) To receive public comment and act on proposed amendments to the Code of the Town of Windham, Chapter 120 Land Use Ordinance, Article 12 Impact Fees and Master Fee Schedule, to revise the open space impact fee.

Attachments: [23-093 Cover Sheet.pdf](#)
[PB Memo Open Space 04-20-23.pdf](#)
[Open space impact fee revised 03-17-2023.pdf](#)
[Open Space Fee Methodology 03-17-2023_redline.pdf](#)
[Open Space Fee Methodology 03-17-2023_clean.pdf](#)

VIII. CONSENT AGENDA.

None.

IX. UNFINISHED BUSINESS & GENERAL ORDERS.

[23-088](#) To set the Council's meeting schedule for the summer months as Tuesday, June 6, Thursday, June 15, Tuesday, July 11, and Tuesday, August 15, 2023.

Attachments: [23-088 Cover Sheet.pdf](#)
[Council Rules of Procedure Windham.pdf](#)

[23-090](#) To countersign the Regional School Unit No.14 warrant calling a Regional School Unit Budget Referendum to be held on June 13, 2023.

Attachments: [23-090 Cover Sheet.pdf](#)
[Countersign School Warrant & Notice of Election.pdf](#)

[23-095](#) To grant an excused absence to Councilor Brett Jones for the Council meetings of April 25, 2023 and May 9, 2023.

Attachments: [23-095 Cover Sheet.pdf](#)

[23-097](#) To authorize the Town Manager to enter into an agreement with the Portland Water District for the portion of the North Windham Sewer Project referenced as Phase GMP 1 for \$8,648,708, encompassing the disposal fields, Sposedo Road improvements, utilities, MBR equipment, Oakson equipment and collection infrastructure, and take necessary action to finalize the agreement.

Attachments: [23-097 Cover Sheet.pdf](#)

[23-098](#) To approve a new Victualer's License application submitted by Lionel Morin d/b/a Festivals of Maine/Smokey's Greatest Shows.

Attachments: [23-098 Cover Sheet.pdf](#)
[Smokey's Greatest Shows.pdf](#)

[23-099](#) To award a \$1,000 scholarship as established by the Town Council and recommended by the scholarship review committee to this year's recipient identified as Applicant C.

Attachments: [23-099 Cover Sheet.pdf](#)

[23-100](#) To approve one (1) application submitted by Diane Gaines d/b/a Wicked Good Dogs for a new Mobile Food Service Unit License.

Attachments: [23-100 Cover Sheet.pdf](#)
[Wicked Good Dogs - Mobile Food.pdf](#)

[23-101](#) To approve a new Victualer's License application submitted by Dianne Gaines d/b/a Wicked Good Dogs.

Attachments: [23-101 Cover Sheet.pdf](#)
[Wicked Good Dogs - new Victualer's.pdf](#)

[23-102](#) To allocate up to \$100,000 from the Council Contingency Fund for remedial actions related to the East Windham Conservation Project parcel purchase and authorize the Town Manager to take the necessary actions related thereto.

Attachments: [23-102 Cover Sheet.pdf](#)

X. Council Correspondence.

[CD 23-075](#) Maine DOT Centerline Rumble Strip Project.

Attachments: [MDOT Project 024987.00 Rumble Strip Installation.pdf](#)

[CD 23-076](#) Southern Maine Agency on Aging Correspondence.

Attachments: [Southern Maine Agency on Aging Fiscal Year Report.pdf](#)

XI. Town Manager's Report.

XII. Committee Reports.

A. Council Subcommittees.

1. Appointments Committee.
2. Finance Committee.
3. Ordinance 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 23-073](#) Proposed Commercial-2 (C-2) Zone Changes and Commercial-4 (C-4) Zone.

Attachments: [C2 Amendments TC memo 05-17-2023.pdf](#)
[C4 AmendedMap 05-17-2023.pdf](#)
[Commercial District IV \(C-4\).pdf](#)

XIV. Agendas & Scheduling.

XV. ADJOURN.