



Town of Windham

Town Offices
8 School Road
Windham, Maine

Cover Sheet

File Number: 25-134

Agenda Date: 11/13/2025

Version: 1

Status: Agenda Ready

In Control: Town Council

File Type: Order

I. Council Action Requested.

To set the Council's meeting schedule for the remainder of calendar year 2025.

II. Basis for Council Action.

Council approval of this item is required because;

- a. Pursuant to Section 1 of the Council Rules of Procedure "regular meetings of the Town Council shall be held in the Community Center at 6:00 P.M., current time, on the first through fourth Tuesdays of each calendar month," and
- b. Pursuant to Section 1. D. " when a regularly scheduled Town Council meeting falls on a holiday or Election Day,...the regular meeting shall be held on the following Thursday," and
- c. Also pursuant to Section 1 of the Council Rules of Procedure "the date of any regular meeting may be changed by an order or resolve passed at the previous meeting upon the vote of five members of the Council, provided, however, that said change in date will still provide for at least one regular meeting in each month."

III. Issue Summary.

These are the next 2nd and 4th Tuesday Council meeting dates:

4th Tuesday, November 25th

2nd Tuesday, December 9th

4th Tuesday, December 23rd

The fourth Tuesdays are close to the Thanksgiving and Christmas holidays so we want to be sure that we have a quorum.