



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Agenda

### Town Council

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Tuesday, April 29, 2025

6:00 PM

Council Chambers

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#### I. Roll Call of Members.

#### II. Pledge of Allegiance.

#### III. Minutes to be Approved:

[CD 25-095](#) To approve the Minutes of the April 8, 2025 Special Meeting-Executive Session Council Meeting.

Attachments: [Minutes-Special Mtg.Ex. Session-4-8-2025.pdf](#)

[CD 25-096](#) To approve the Minutes of the April 8, 2025 Council meeting.

Attachments: [Minutes-Council-4-8-2025.pdf](#)

#### 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.

[25-043](#) To receive public comment and act on proposed amendments to Chapter 120 Land Use Ordinance of the Code of the Town of Windham, Article 1 General, Article 3 Definitions, Article 8 Site Plan and Article 9 Subdivision, to align the town's stormwater and site development provisions with the Department of Environmental Protection (DEP) stormwater rules and other state regulations to qualify for delegated authority status.

**Attachments:** [25-043 Cover Sheet.pdf](#)  
[25-07 LUO TABLE Amendments for Delegated Review 042425.pdf](#)  
[25-07 TC MEMO LUOAmendmentsForDelegated Review 042425.pdf](#)  
[25-07 TC REDLINE LUOAmendmentsForDelegated Review\(JB REV\) 04242](#)

[25-070](#) To receive public comment and act on an application submitted by Milton Smith d/b/a Smitty's Cinema-Windham LLC located at 795 Roosevelt Trail for a renewal Special Amusement Permit.

**Attachments:** [25-070 Cover Sheet.pdf](#)  
[Smitty's renewal Sp. Amusement.pdf](#)

## **IX. CONSENT AGENDA.**

## **X. UNFINISHED BUSINESS & GENERAL ORDERS.**

[25-059](#) To appoint the Town Clerk's recommendation of Yvonne Myer as Chairman to the Voter Registration Appeals Board, a four-year term to expire August 15, 2029.

**Attachments:** [25-059 Cover Sheet.pdf](#)  
[L Morrell Nomination Memo.pdf](#)

[25-061](#) To appoint Gary Lytle to the Board of Assessment Review for a three-year term to end February 15, 2028.

**Attachments:** [25-061 Cover Sheet.pdf](#)

[25-062](#) To appoint Susan Marean to the Natural Resources Advisory Committee for a term to expire August 15, 2028.

**Attachments:** [25-062 Cover Sheet.pdf](#)

[25-063](#) To appoint Geoffrey Sparrow as an alternate to the Zoning Board of Appeals for a three-year term to end February 15, 2028.

**Attachments:** [25-063 Cover Sheet.pdf](#)

[25-064](#) To appoint Peter Forbes to the Board of Assessment Review for a three-year term to end February 15, 2028.

**Attachments:** [25-064 Cover Sheet.pdf](#)

[25-066](#) To countersign the Regional School Unit No.14 Warrant calling a Regional School Unit Budget Referendum to be held on June 10, 2025.

**Attachments:** [25-066 Cover Sheet.pdf](#)  
[RSU Warrant-Notice of Elec. 6-2025.pdf](#)

## **XI. Council Correspondence.**

[CD 25-092](#) Committee Vacancies.

**Attachments:** [Committee Vacancy Ad April 2025.pdf](#)

[CD 25-093](#) Town-Funded Social Service Agency Letter of Thanks.

**Attachments:** [The Opportunity Alliance.pdf](#)

[CD 25-094](#) Department Quarterly Reports.

**Attachments:** [Assessing Quarterly Report-2025-Q1.pdf](#)  
[Town Clerk Quarterly Report.pdf](#)  
[Parks & Rec January - March 2025.pdf](#)  
[Police Quarter #3 Statistics Report 2025.pdf](#)  
[Windham Communications 1st Qreport2025.pdf](#)  
[2025 -First Quarter Fire-Rescue Report .pdf](#)  
[ED Quarterly Report April 2025 \(002\).pdf](#)  
[HR Quarterly Report Jan - Mar. 2025.pdf](#)  
[Code Enforcement Department\\_ Quartely Report\\_01-01-25 to 03-31-25.pdf](#)  
[Planning FY25 Q3 Report.pdf](#)

[CD 25-099](#) Comments from Residents Regarding Forbes Lane/Misty Drive Public Park.

**Attachments:** [R Boes Forbes Lane public park comments.pdf](#)

[CD 25-102](#) FOAA Status Report.

**Attachments:** [LD Helene Request for Deliquent Property Tax List 3.31.25.pdf](#)  
[D Manchester Little Meeting House transfer to RSU 4.24.2025.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.

3. Natural Resources Advisory Committee.

*Meetings occur the third Wednesday of each month.*

4. Greater Portland Council of Governments (GPCOG).

*Next Executive Committee Meeting, Tuesday, May 6, 2025, 12:00 - 1:30 PM.*

5. ecomaine.

*The board meets the 3rd Thursday of each month.*

6. Windham Middle School Repurpose Advisory Committee.

*The next meeting will be on Tuesday, April 15, 2025 - at Town Hall, Council Chambers at 5:00 PM.*

#### **XIV. Discussion Items.**

[CD 25-021](#) Survey Results - A Closer Look at Police, Fire-Rescue and Parks & Recreation Services.

[CD 25-084](#) Finance Committee's 2025-2026 Proposed Budget and Draft Warrant Articles.

**Attachments:** [TOWN WARRANT FY 26 - JUNE 2025.pdf](#)  
[FY26 Revenues.pdf](#)  
[FY26 Expenditures.pdf](#)  
[FY26 Estimated Tax Rate.pdf](#)  
[FY26 Proposed Budget Presentation.pdf](#)

#### **XV. Agendas & Scheduling.**

**XVI. Executive Session.**[25-048](#)

To enter into executive session under 1 M.R.S.A. §405(6)(D) for “discussion of labor contracts and proposals and meetings between a public agency and its negotiators” on the collective bargaining agreement with Windham Raymond Professional Firefighters Association/IAFF Local 4095, and pursuant to 1 M.R.S.A. §405(6)(C) to discuss “the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency.

Attachments:

[25-048 Cover Sheet.pdf](#)

**XVII. ADJOURN.**