



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Minutes - Draft

Town Council

Tuesday, March 24, 2026

6:00 PM

Council Chambers

I. Roll Call of Members.

Present: 7 - David Nadeau, Brett Jones, Mark Morrison, William Reiner, Margaret Terry, Douglas Fortier and Katie Cook

II. Pledge of Allegiance.

Council-Chair Morrison led the Council in the Pledge of Allegiance.

III. Minutes to be Approved:

[CD 26-061](#) To approve the Minute of the March 10, 2026 Council meeting.

Attachments: [TC-MINUTES-3-10-2026-Draft](#)

A motion was made by Councilor Nadeau, seconded by Councilor Jones, that the Minutes be approved. The motion carried by the following vote:

In Favor: 7 - Councilor Nadeau, Councilor Jones, Councilor Morrison, Councilor Reiner, Councilor Terry, Councilor Fortier and Councilor Cook

IV. Adjustments to the Agenda.

VI. Public Participation.

There was no public participation.

VII. Councilors' Comments.

Councilor Morrison urged auto club members or non-profit organizations to look into becoming a part of the Town's upcoming Memorial Day Parade.

VIII. PUBLIC HEARINGS.

IX. CONSENT AGENDA.

X. UNFINISHED BUSINESS & GENERAL ORDERS.

[26-040](#) To appoint Claire Mullaney to an additional three-year term on the Library Board of Trustees, to expire February 15, 2029.

Attachments: [26-040 Cover Sheet.pdf](#)
[Library Board of Trustees ByLaws.pdf](#)

A motion was made by Councilor Nadeau, seconded by Councilor Terry, that the Order be approved. The motion carried by the following vote:

In Favor: 7 - Councilor Nadeau, Councilor Jones, Councilor Morrison, Councilor Reiner, Councilor Terry, Councilor Fortier and Councilor Cook

[26-041](#) To appoint Brian Duggan, a member of the Greater Portland Chapter to the New England Mountain Bike Association (NEMBA), to the East Windham Steering Committee.

Attachments: [26-041 Cover Sheet.pdf](#)
[East Windham Steering Committee Charge adopted 1.27.2026.pdf](#)

A motion was made by Councilor Nadeau, seconded by Councilor Fortier, that the Order be approved. The motion carried by the following vote:

In Favor: 7 - Councilor Nadeau, Councilor Jones, Councilor Morrison, Councilor Reiner, Councilor Terry, Councilor Fortier and Councilor Cook

[26-042](#) To appoint Bob Burns, a member of the Windham Economic Development Corporation (WEDC), to the East Windham Steering Committee.

Attachments: [26-042 Cover Sheet.pdf](#)
[East Windham Steering Committee Charge adopted 1.27.2026.pdf](#)

A motion was made by Councilor Nadeau, seconded by Councilor Fortier, that the Order be approved. The motion carried by the following vote:

In Favor: 7 - Councilor Nadeau, Councilor Jones, Councilor Morrison, Councilor Reiner, Councilor Terry, Councilor Fortier and Councilor Cook

[26-043](#) To appoint Maggie Birlem, a member of the Little Duck Pond Association, to the East Windham Steering Committee.

Attachments: [26-043 Cover Sheet.pdf](#)
[East Windham Steering Committee Charge adopted 1.27.2026.pdf](#)

A motion was made by Councilor Nadeau, seconded by Councilor Terry, that the Order be approved. The motion carried by the following vote:

In Favor: 7 - Councilor Nadeau, Councilor Jones, Councilor Morrison, Councilor Reiner, Councilor Terry, Councilor Fortier and Councilor Cook

[26-044](#) To appoint Geoffrey Sparrow, a current alternate member on the Zoning Board of Appeals, to a regular seat for a three-year term to end February 15, 2029.

Attachments: [26-044 Cover Sheet.pdf](#)

A motion was made by Councilor Nadeau, seconded by Councilor Terry, that the Order be approved. The motion carried by the following vote:

In Favor: 7 - Councilor Nadeau, Councilor Jones, Councilor Morrison, Councilor Reiner, Councilor Terry, Councilor Fortier and Councilor Cook

[26-046](#) To adopt an Active Transportation Plan as one of the goals of the Town's Comprehensive Master Plan.

Attachments: [26-046 Cover Sheet.pdf](#)
[Windham Active Transportation Plan.pdf](#)

Town Manager Robert Burns stated that this was the sidewalk and bike lane presentation given at the last council meeting, and that a yes vote on this item would adopt the plan.

Councilor Fortier asked if this would bind the town to completing all the sidewalks and projects within the recommendations. Assistant Town Manager Amanda Lessard said that it would not. An adopted plan would allow the Town to pursue grants, funding, and guide future projects, but would not obligate the Town to complete the project.

Councilor Nadeau stated that few goals of a comprehensive plan get accomplished, but the goals could be used to guide the Town.

Councilor Jones stated that a Comprehensive Plan would aid us in receiving future grant funding, to which Assistant Manager Lessard concurred.

A motion was made by Councilor Nadeau, seconded by Councilor Terry, that the Order be approved. The motion carried by the following vote:

In Favor: 7 - Councilor Nadeau, Councilor Jones, Councilor Morrison, Councilor Reiner, Councilor Terry, Councilor Fortier and Councilor Cook

[26-047](#) To approve a charge for a Comprehensive Plan Review Team.

Attachments: [26-047 Cover Sheet.pdf](#)
[PLANNING MEMO CompPlanSteeringCommittee 0322426.pdf](#)
[FINAL Comprehensive Plan Committee Charge 032426.pdf](#)

Manager Burns proposed that they amend the item to read "Comprehensive Plan Steering Committee."

Councilor Nadeau proposed the amendment and Councilor Fortier seconded the motion.

The amendment was approved unanimously.

A motion was made by Councilor Nadeau, seconded by Councilor Reiner, that the Order be approved. The motion carried by the following vote:

In Favor: 7 - Councilor Nadeau, Councilor Jones, Councilor Morrison, Councilor Reiner, Councilor Terry, Councilor Fortier and Councilor Cook

XI. Council Correspondence.

[CD 26-059](#) Charter Communications - Spectrum Cable Programming Changes.

Attachments: [2026.3.13 Charter Programming Notice \(NewsNation add\) ME NH.pdf](#)

[CD 26-060](#) 2025 Statewide Housing Survey Results.

Attachments: [2025 Statewide Housing Survey Results 3-16-2026.pdf](#)

[CD 26-062](#) FOAA Status Report.

Attachments: [FOIA Building and Code Enforcement Activity 30 days 3.17.26.pdf](#)
[Purchase Order History Jan2022 to Current UseCiviciQ 3.18.26.pdf](#)

XII. Town Manager's Report.

Manager Burns stated that 2026 Education Scholarships were open to anyone wishing to pursue further learning in schools, trades, or in their profession.

Public Works' street sweepers are ready to go when the snow stops. The department has dealt with approximately 32 winter events this year.

A meeting was held with the architect and engineer that discussed the new North Windham Public Safety Building. The plans are being prepared to submit to the planning review process.

Windham Economic Development Director Tom Bartell has stated that the Farmer's Market will stay at the Turning Leaf Drive Location for the 2026 season. He and Town Engineer Mark Arienti have been hard at work in filling paperwork to get a number of businesses connected to the new sewer system.

The Windham Police Department played the Windham Unified Basketball team recently and there was a large community turnout.

Progress continues to be made on the wastewater treatment plant; they are now preparing to install the membrane-bio reactor that will filter the waste. There have been some delays, but they are hoping to open at the end of May. A presentation is planned for the next council meeting.

XIII. Committee Reports.

A. Council Subcommittees.

1. Appointments Committee.

An interview was held immediately before this meeting, and Councilor Morrison said the committee feels the candidate can be moved forward. A couple of appointments were voted on at this meeting as well.

2. Finance Committee.

They have had three meetings with another tomorrow at 11AM. Great progress is being made on the budget.

3. Ordinance Committee.

A meeting was held last Wednesday and it was voted to send mandated changes to the planning board.

B. Other Committees.

1. Parks & Recreation Advisory Committee.

Nothing to report.

2. Windham Economic Development Corporation.

Director Bartell is trying to get a May meeting scheduled in order to get regular zoom meetings to occur. They will also be looking at how to entice new businesses to take advantage of the sewer system.

3. Natural Resources Advisory Committee.

A meeting was held last week in which interviews with applicants for the Watershed Protection Grant were held. The recommendations will be presented to Council on April 14.

4. Greater Portland Council of Governments (GPCOG).

Has not met.

5. ecomaine.

The board of directors met last week and a proposed budget was presented. There is great hope that the participating communities will receive reimbursement from the state in the form of the Enhanced Packaging Recycling Bill. It would help to offset the increased tipping fees for recyclables. The fee is increasing to \$108.00, the same price as trash. The reason for that is to afford the planned new recycling center. As a member of the organization, we have longstanding obligations with Ecomaine.

6. Windham Middle School Repurpose Advisory Committee.

Has not met. The next meeting will be April 7 at 4:00PM in the Council Chambers.

XIV. Discussion Items.

[CD 26-056](#) Bonds, Bond Rating and Fund Balance Best Practices.

Joe Cuetera, Senior VP, Moors & Cabot.

Attachments: [Presentation Windham \(26-0324\).pdf](#)

[CD 26-055](#) Charter Amendment Draft Language.

Attachments: [B McCall email Charter Amendments.pdf](#)
[Council-Manager Charter \(2026.03.19\)B McCall.pdf](#)

[CD 26-063](#) Solar Array Reserve Policy.

Attachments: [Solar Array Reserve Memo 3-18-26.pdf](#)

XV. Agendas & Scheduling.

XVI. ADJOURN.

The meeting adjourned at 8:06PM.

A motion was made by Councilor Jones, seconded by Councilor Fortier, that the be adjourned. The motion carried by the following vote:

In Favor: 7 - Councilor Nadeau, Councilor Jones, Councilor Morrison, Councilor Reiner, Councilor Terry, Councilor Fortier and Councilor Cook

Respectfully submitted,

Anthony P. Blasi, BA, CCM.