



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Agenda

Town Council

Tuesday, October 22, 2024

6:00 PM

Council Chambers

I. Roll Call of Members.

II. Pledge of Allegiance.

III. Minutes to be Approved:

[CD 24-208](#) To approve the Minutes of the October 8, 2024 Council meeting.

Attachments: [Minutes-Council-10-8-2024.pdf](#)

IV. Adjustments to the Agenda.

We respectfully request that the student-led discussion item CD 24-180 be moved after the public hearing.

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.

[24-215](#)

To receive public comment and act on the proposed Andrews School (South Windham) Omnibus Municipal Tax Increment Financing District, and the adoption of a Development Program for said new District pursuant to the provisions of Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended.

Attachments:

[24-215 Cover Sheet.pdf](#)
[Andrew School TIF Application w Exhibits.pdf](#)
[ExhibitC_TIFDistricts24_2_TabloidSize.pdf](#)
[Exhibit D Andrews School South Windham 2024.pdf](#)
[Exhibit G public notice.pdf](#)

IX. CONSENT AGENDA.

None.

[CD 24-180](#)

Be The Influence - Signage in Public Parks.

Attachments:

[WHS Student Comment.pdf](#)
[Sign Prototype for Parks.pdf](#)
[Chapter 150 Parks MARKUP.pdf](#)

X. UNFINISHED BUSINESS & GENERAL ORDERS.[24-198](#)

To approve the use of two (2) growth permits from the reserve pool for two (2) multi-family buildings in an approved multi-family subdivision plan, Astral Village, located in a growth area as designated by the Comprehensive Master Plan.

Attachments:

[24-198 Cover Sheet.pdf](#)
[Growth Permit Reserve Pool Request Astral Village.pdf](#)
[03 - Site Subdivision Plan.pdf](#)
[Development Aerial View of Location.pdf](#)
[Image of Similar Development Design.pdf](#)
[Growth Permit Summary_10-17-2024.pdf](#)

Legislative History

10/8/24 Town Council postponed

[24-220](#) To approve the use of four (4) growth permits from the reserve pool for four (4) multi-family buildings in the multi-family subdivision plan, WDCJS Subdivision, located at 55 High Street, a growth area as designated by the Comprehensive Master Plan.

Attachments: [24-220 Cover Sheet.pdf](#)
[Growth Permit Reserve Pool Request Form - 55 High Street.pdf](#)
[24-25 MJR SUB-SP FP SUBDIVISION PLAN AndrewSchool 101024.pdf](#)
[24-25 MJR SUB-SP FP ARCH&ELEV AndrewSchool 101024.pdf](#)
[Growth Permit Summary 10-17-2024.pdf](#)

[24-175](#) To accept Pennywhistle Drive as a public way.

Attachments: [24-175 Cover Sheet.pdf](#)
[17-23 TC MEMO DureantHomestead StreetAccept 101624.pdf](#)
[Town acceptance application.pdf](#)
[Subdivision Location Map.pdf](#)
[DocuSigned Durant Final Subdivision Plan.pdf](#)
[Cession Letter Durant Homstead 092023.pdf](#)
[Pennywhistle Land StreetAccept MEMO Rev 10-02-24.pdf](#)
[Warranty Deed PennyWhistle ROW.pdf](#)
[17-23 MJR SUB AS-BUILT PennywhislteDrive.pdf](#)
[DEP Matt Hancock Properties L-23215-L3-D-N.pdf](#)

XI. Council Correspondence.

[CD 24-206](#) FOAA Status Report.

Attachments: [Bids@NAPC Andrews School Results 10.9.2024.pdf](#)
[FOAA Excessive Funds C Brown Response 10.15.2024pdf.pdf](#)
[SmartProcure Acknowledgement and Response 10.15.2024.pdf](#)

[CD 24-207](#) Department Quarterly Reports.

Attachments: [2024 -Third Quarter Fire-Rescue Report .pdf](#)
[Parks&Rec Quarterly Report July - Sept 2024.pdf](#)
[Assessor's Quarterly Report-July-Sep 2024.pdf](#)
[Quarterly Report from the Town Clerk \(002\).pdf](#)
[Windham Communications 3rd Qreport2024.pdf](#)
[Planning FY25 Q1 Report.pdf](#)
[HR Quarterly Report July - Sept 2024.pdf](#)
[Public Works July August September 2024 Quarterly Report \(002\).pdf](#)
[Code Enforcement Department Quartely Report 7-01-24 to 9-31-24.pdf](#)
[Library Quarterly update 10012024.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
2. Windham Economic Development Corporation.
3. Natural Resources Advisory Committee.
4. Greater Portland Council of Governments (GPCOG).
5. ecomaine.

XIV. Discussion Items.

[CD 24-185](#) Age Friendly Windham - Update from Coordinator Erica Bell-Watkins.

[CD 24-209](#) Senior Property Tax Assistance - Ch. 209 Taxation, Article 1. Amendment.

Attachments: [Property Tax Assistance.pdf](#)
[Criteria for participation 5 year.pdf](#)

[CD 24-210](#) Grant Awarded to Windham - U.S. E.D.A. via Maine Department of Economic and Community Development Financial Assistance Program.

Attachments: [Outdoor Recreation Assistance Program Budget.pdf](#)
[Award Letter.pdf](#)
[Grant Program.pdf](#)

[CD 24-211](#) Proposed Proclamation to Legislative Delegation.

Attachments: [Resolution of Date to be Determined.pdf](#)

[CD 24-213](#) Land Use Ordinance - Article 3 Definitions - Retail, Automobile Sales.

Attachments: [Amendments to ARTICLE 3 DEFINITIONS 101724.pdf](#)

XV. Agendas & Scheduling.

XVI. ADJOURN.