

Town of Windham



Public Works Department
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MEMORANDUM

DATE: July 29, 2025

TO: Steve Puleo, Planning Director
Amanda Lessard, Senior Planner

FROM: Mark Arienti, Town Engineer

RE: Public Acceptance of Streets – Viola Lane

Viola Drive Homeowners Association is offering Viola Lane, a 1,000-ft long paved road to the Town as a Public Road. The road has a 24-ft wide travel way with 2-ft gravel shoulders.

This road has been built to service 10 of the lots in the Ruby Meadows subdivision. The subdivision has a total of 15 lots, with 2 lots accessed from Pope Road and 3 from Albion Road. Viola Lane is shown relative to the subdivision on the attached approved subdivision plan. Based on my inspection and the inspections of the Town's consulting engineer Gorrill Palmer, I am satisfied that Viola Lane has been constructed in accordance with the plans approved by the Planning Board with the following exceptions:

- As of the date of this memorandum the road has only been surfaced with 19 mm hot mix asphalt binder pavement; the surface coarse pavement will be placed within the next 4 months.
- The approved plans include a vegetated swale along the south side of Viola Lane that has recently been replaced along the frontage of Lot 4 with an approximately 125-ft long 15-inch culvert and along the frontage of Lot 3 with rip-rap lining in the swale. It does not appear that these modifications will have a significant adverse impact on the drainage of stormwater from the road, however they will require modified maintenance practices for the Town.

In addition, an as-built plan has been submitted by the Applicant to confirm that the grades and structures are built consistent with the approved plan. However, other than the exceptions noted above, it appears that the road and structures within the right-of way generally conform with approved plans.

Please note the following items:

- All stormwater infrastructure, including culverts and swales not within the right-of-way will be the responsibility of the Ruby Meadow Homowner's Association and not the Town even after acceptance of the road.
- The owner must warranty all public improvements for a period of one year from the date of acceptance and must post a maintenance guarantee per the subdivision regulations. The maintenance guarantee shall ensure the workmanship and the durability of all materials used in the construction of the roadways, curbing, esplanades, sidewalks, sanitary sewerage systems, storm drainage systems, street lighting, tree planting, and other public improvements located

within the right-of- way which may become defective within the one (1) year period as determined by the Public Works Director or Town Engineer in accordance with Section 911.M.6. The amount of the maintenance guarantee shall be 10% of the total construction costs of all required improvements.

*Attachments: Subdivision Plan
As-Built Plans*