



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Agenda

### Town Council

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Tuesday, May 13, 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 25-107](#) To approve the Minutes of the April 29, 2025 Council meeting.

Attachments: [Minutes-Council-4-29-2025.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.

[CD 25-098](#) Announcement of Summerfest Grand Marshall & Hometown Hero.

#### VIII. PUBLIC HEARINGS.

[25-014](#) To receive public comment and act on proposed amendments to the master fee schedule, to add a sewer readiness to serve fee and a sewer rate for the North Windham Sewer District.

**Attachments:** [25-014 Cover Sheet.pdf](#)  
[MASTER FEE SCHEDULE edit 5.13.2025.pdf](#)  
[NW Sewer Fees edit 5.13.2025 BAT.pdf](#)

[25-022](#) To receive comment and approve a municipal services budget for fiscal year 2025-2026.

**Attachments:** [25-022 Cover Sheet.pdf](#)  
[Windham Budget 25 26 rjb V6 Final.pdf](#)  
[FY26 Revenues.pdf](#)  
[FY26 Expenditures.pdf](#)  
[Solar System Enterprise Drive.pdf](#)  
[FY26 Estimated Tax Rate.pdf](#)

[25-077](#) To receive public comment and act on an application submitted by Benjamin Smith, JBN3, LLC d/b/a Red City Ale House for a Special Amusement Permit.

**Attachments:** [25-077 Cover Sheet.pdf](#)  
[Red City Ale House-Sp. Amusement.pdf](#)

## **IX. CONSENT AGENDA.**

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

[25-023](#) To approve the warrant for the June 14, 2025 annual town meeting.

**Attachments:** [25-023 Cover Sheet.pdf](#)  
[TOWN WARRANT FY 26 - JUNE 2025 Final BAT TH 5.6.25.pdf](#)  
[TOWN WARRANT FY 26 - JUNE 2025 FINAL AMENDED ART.30 APPROVEI](#)

[25-017](#) To approve a purchase and sale agreement for approximately 55 surplus acres from Portland Water District, a portion of the parcel identified by Tax Map 5 Lot 8, and authorize the Town Manager to take any other action related thereto to finalize the sale.

**Attachments:** [25-017 Cover Sheet.pdf](#)  
[Letter of Consideration Surplus Land at Gambo.pdf](#)  
[Appraisal Windham Soccer Drive \(1\) opt.pdf](#)  
[Gambo Rd Property Windham Purchase and Sale Agreement .pdf](#)  
[Exhibit A.pdf](#)

[25-041](#) To approve applications for watershed protection grants, such funding to be paid from fiscal year 2024-2025 watershed protection funds in account 11500-46930 and carry forward surplus funds in perpetuity for future projects.

**Attachments:** [25-041 Cover Sheet.pdf](#)  
[2024 WPG Final Reports Summary Memo .pdf](#)  
[2025 WPG Recommendations Memo.pdf](#)

[25-047](#) To approve a three-year collective bargaining agreement for the period July 1, 2025 through June 30, 2028 between the Town of Windham and the Windham Raymond Professional Firefighters Association/IAFF Local 4095, and to authorize the Town Manager to sign the agreement on behalf of the Town.

**Attachments:** [25-047 Cover Sheet.pdf](#)  
[I.A.F.F. Local 4095 Collective Bargaining Agreement.pdf](#)

[25-049](#) To set the Council's meeting schedule for the summer months as Tuesday, May 27, Thursday, June 12 (Tuesday, June 10th is Election Day), Saturday, June 14 (Annual Town Meeting), July 8, and Tuesday, August 12, 2025.

**Attachments:** [25-049 Cover Sheet.pdf](#)  
[Council Rules Amended 2024 1126.pdf](#)

[25-067](#) To approve the Town Clerk's roster of Warden Yvonne Myer and Deputy Warden Sally Babb for the June 10, 2025 RSU #14 Budget Validation Referendum Election for Districts 106 & 107.

**Attachments:** [25-067 Cover Sheet.pdf](#)

[25-068](#) To set poll hours and polling location for the June 10, 2025, RSU #14 Budget Validation Referendum as 7:00 a.m. to 8:00 p.m. at the Windham High School's Auxiliary Gym located at 406 Gray Rd.

**Attachments:** [25-068 Cover Sheet.pdf](#)

[25-069](#) To set the date and time for extended hours of the Registrar of Voters from 4:00 p.m. to 6:00 p.m. on Thursday, June 5, 2025.

**Attachments:** [25-069 Cover Sheet.pdf](#)

[25-071](#) To approve an agreement between the Town of Windham and the Maine Department of Transportation (MDOT) to issue a construction overlimit permit for proposed surface replacement work on two Great Falls Bridges, the specified construction areas.

**Attachments:** [25-071 Cover Sheet.pdf](#)  
[MDOT Overlimit Permit Request Great Falls Bridges.pdf](#)  
[Great Falls Bridge area.pdf](#)  
[Location on street map.pdf](#)  
[The Windham Eagle MDOT prepares for Great Falls Bridges Project in Windham](#)

[25-072](#) To appoint Shonn Moulton to the Board of Assessment Review for a three-year term to end February 15, 2028.

**Attachments:** [25-072 Cover Sheet.pdf](#)

[25-078](#) To approve a liquor license application submitted by the Riding to the Top Therapeutic Riding Center for a fund-raising event to be held on October 18, 2025.

**Attachments:** [25-078 Cover Sheet.pdf](#)  
[Riding to the Top - Liquor application.pdf](#)

[25-080](#) To approve the proposed noon-time closure of the municipal offices and public library on Tuesday, June 3, 2025, for an employee and volunteer appreciation luncheon.

**Attachments:** [25-080 Cover Sheet.pdf](#)

[25-082](#) WHEREAS, the American Lung Association's LUNG FORCE initiative has been working to ensure that fewer people are diagnosed with lung cancer and those living with the disease live longer since 2014 in Windham, Maine; and  
WHEREAS, lung cancer is the leading cause of cancer deaths; and  
WHEREAS, lung cancer screening saves lives, and advocacy and increased awareness will result in more high-risk individuals getting screened; and  
WHEREAS, public support for research funding will result in new treatments and better methods of early detection; and  
WHEREAS, LUNG FORCE is a national initiative led by the American Lung Association, to defeat lung cancer.  
BE IT RESOLVED, that Windham, Maine hereby designates the second week in May as Lung Cancer Action Week throughout the town and encourages all residents of Windham to learn more about lung cancer, risk factors and early detection and take action.

**Attachments:** [25-082 Cover Sheet.pdf](#)

**XI. Council Correspondence.**

[CD 25-103](#) Invitation GPCOG Annual Summit - Thursday, May 29, 2025.

**Attachments:** [GPCOG General Assembly and Annual Summit.pdf](#)

[CD 25-105](#) North Windham Sewer Connection Preconstruction Meeting, May 15, 2025.

**Attachments:** [Invitation Mailed to Affected Property Owners.pdf](#)

[CD 25-106](#) MDOT North Windham Moves Public Meeting, Wednesday, June 18, 2025.

**Attachments:** [June 18 2025 DOT open house notice.pdf](#)

[CD 25-108](#) Trek Across Maine Coming to Windham, June 14-15, 2025.

**Attachments:** [American Lung Association Trek Across Maine Event.pdf](#)

[CD 25-109](#) FOAA Status Report.

**Attachments:** [State of Maine Right to Know Advisory Committee Survey.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).

*Annual Summit on May 29, 2:00 - 6:30 PM, Baggot Street Café in the Heffernan Center building on the Saint Joseph's College campus.*

5. ecomaine.

*Meetings occur the third Thursdays of each month.*

6. Windham Middle School Repurpose Advisory Committee.

*Meetings occur the third Tuesdays of each month at 5:00 PM in Council Chambers.*

**XIV. Discussion Items.**

[CD 25-091](#) 300-Foot Access Restriction.

**Attachments:** [25-10 TC MEMO LUO Amendments ControlledAccessStreets 050625.pdf](#)  
[25-10 LUO Redline Amendments ControlledAccessStreets 042425.pdf](#)

**XV. Agendas & Scheduling.**

**XVI. ADJOURN.**