



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Agenda

### Town Council

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Tuesday, May 12, 2026

6:00 PM

Council Chambers

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#### I. Roll Call of Members.

#### II. Pledge of Allegiance.

#### III. Minutes to be Approved:

[CD 26-086](#) To approve the Minutes of the April 28, 2026 Council meeting.

Attachments: [DRAFT-TC-MINUTES-April 28, 2026](#)

#### 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 26-064](#) Announcement of Summerfest Grand Marshall & Hometown Hero.

[CD 26-089](#) Memorial Day Events.

#### VIII. PUBLIC HEARINGS.

[26-078](#) 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:** [26-078 Cover Sheet.pdf](#)  
[Smitty's Renewal Special Amusement 5-2026](#)

[26-084](#) To receive public comment and act on proposed amendments to Chapter 120 Land Use Ordinance of the Code of the Town of Windham, Article 12, North Route 302 Road Improvements Impact Fee, to extend the sunset date of the impact fee to July 1, 2031.

**Attachments:** [26-084 Cover Sheet.pdf](#)  
[TC MEMO\\_NorthRoute302Fee\\_05-07-26.pdf](#)  
[LUO\\_AMD\\_NorthRoute302Fee.pdf](#)

## IX. CONSENT AGENDA.

*None.*

## X. UNFINISHED BUSINESS & GENERAL ORDERS.

[26-082](#) To adopt amendments to the town's fund balance policy.

**Attachments:** [26-082 Cover Sheet.pdf](#)

**Legislative History**

4/28/26          Town Council                          postponed

[26-064](#) To set poll hours and polling location for the June 9, 2026 State Primary and 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:** [26-064 Cover Sheet.pdf](#)

[26-065](#) To set the date and time for extended hours of the Registrar of Voters from 4:00 p.m. to 7:00 p.m. on Thursday, June 4, 2026.

**Attachments:** [26-065 Cover Sheet.pdf](#)

[26-066](#) To approve the Town Clerk's roster of Warden Yvonne Myer and Deputy Warden Sally Babb for the June 9, 2026 State Primary and RSU #14 Budget Validation Referendum Election for Districts 106 & 107.

**Attachments:** [26-066 Cover Sheet.pdf](#)

[26-077](#) To find that public benefit is derived by not offering for sale the property identified as tax account S8529R pursuant to the Policy on Tax Acquired Property and allow the previous assessed owner to regain title to the property by entering into an agreement to pay the remaining 2025 taxes, interest, and costs owed thereon.

**Attachments:** [26-077 Cover Sheet.pdf](#)  
[PCard\\_WindhamME.pdf](#)

[26-085](#) To appoint Emily Legere to the Planning Board for a two-year term to end February 15, 2028.

**Attachments:** [26-085 Cover Sheet.pdf](#)

[26-086](#) To appoint Mari Balow, a community member with volunteer experiences with Greater Portland Area land trusts, Lowell trail working days and a personal interest in trail running to represent residents with those interests, to the East Windham Steering Committee.

**Attachments:** [26-086 Cover Sheet.pdf](#)  
[East Windham Steering Committee Charge\\_adopted 1.27.2026.pdf](#)

[26-090](#) To set the Council's meeting schedule for the summer months as Tuesday, May 26, Thursday, June 11 (Tuesday, June 9th is Election Day), Saturday, June 13 (Annual Town Meeting), July 14, and Tuesday, August 11, 2026.

**Attachments:** [26-090 Cover Sheet.pdf](#)  
[Council Rules Amended 2024 1126.pdf](#)

## **XI. Council Correspondence.**

[CD 26-085](#) FOAA Status Report.

**Attachments:** [FOAA Depot Street Apartments 4.23.26.pdf](#)  
[FOAA Records PowerDMS or NeoGov 5.7.2026.pdf](#)  
[FOAA 30 Landing Road Records Request 5.7.2026.pdf](#)  
[FOAA Dynamic-Earth Records Request 5.7.2026.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.

*The W.E.D.C. held a board meeting on May 7th at noon.*

3. Natural Resources Advisory Committee.

*Meetings occur the third Wednesday of each month.*

4. Greater Portland Council of Governments (GPCOG).

*Dates:*

*PACTS Policy Board Meeting: Tuesday, May 26, 2026, 11:00 AM - 1:00 PM  
GPCOG General Assembly, Annual Summit & Reception: Thursday, May 28, 2026,  
2:00 - 7:00 PM.*

5. ecomaine.

*The ecomaine Finance Committee is scheduled to meet on Thursday, May 21st at 3:00 PM.*

6. Forbes Lane Neighborhood Park ad hoc Committee.

*The Committee will be presenting their recommendations tonight.*

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

[CD 26-057](#) Forbes Lane Neighborhood Park ad hoc Committee Recommendations.

[CD 26-034](#) Windham Economic Development Corporation - Update & Future Meeting Schedule.

[CD 26-079](#) Mobile Food and Victualer Licensing Authority Designated to Town Clerk.

[CD 26-087](#) Charter Amendment.

**Attachments:** [2025.05.05 2026 Charter Amendments for Ballot \(002\).pdf](#)  
[Council-Manager Charter \(2026.05.05\) \(002\).pdf](#)

**XV. Agendas & Scheduling.**

**XVI. ADJOURN.**