



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Agenda

### Town Council

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Tuesday, May 9, 2023

6:00 PM

Council Chambers

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#### I. Roll Call of Members.

#### II. Pledge of Allegiance.

#### III. Minutes to be Approved:

[CD 23-067](#) To approve the Minutes of the April 25, 2023, Council meeting.

**Attachments:** [Minutes-Council Mtg - 4-25-2023.pdf](#)

#### IV. Adjustments to the Agenda.

#### V. 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.*

#### VI. Councilors' Comments.

#### VII. PUBLIC HEARINGS.

[23-077](#) To receive public comment and act on an application submitted by Travis Mathieu d/b/a Bob's Seafood located at 901 Roosevelt Trail for a renewal Special Amusement Permit.

**Attachments:** [23-077 Cover Sheet.pdf](#)  
[Bob's Seafood-Renewal Sp. Amusement.pdf](#)

[23-078](#) To receive public comment and act on a new application for Pop's Place, LLC submitted by Deanna Gaudreau, and to find that the requirements of 28-A M.R.S.A. § 653 have been met for a new Liquor License.

**Attachments:** [23-078 Cover Sheet.pdf](#)  
[Pop's Place-New Liquor License.pdf](#)  
[Pop's Place Liquor Addendum\(1\).pdf](#)

[23-079](#) To receive public comment and act on an application for Pop's Place, LLC submitted by Deanna Gaudreau located at 754 Roosevelt Trail for a new Special Amusement Permit.

**Attachments:** [23-079 Cover Sheet.pdf](#)  
[Pop's Place-New Sp. Amusement.pdf](#)

[23-083](#) To receive public comment and act on proposed amendments to the Town of Windham Mobile Food Services Ordinance, Chapter 87 of the Code of the Town of Windham, to receive comment on proposed amendments to add language allowing temporary one- or two-day license options for Mobile Food Trucks and Pushcarts.

**Attachments:** [23-083 Cover Sheet.pdf](#)  
[Chapter 87 Temporary License.pdf](#)

[23-075](#) To receive comment and approve a municipal services budget for fiscal year 2023-2024.

**Attachments:** [23-075 Cover Sheet.pdf](#)  
[Windham Budget 23\\_24\\_revised Final.pdf](#)  
[Revenue Summary - 4-25-23.pdf](#)  
[Revenue Detail - 4-25-23.pdf](#)  
[Expenditure Summary - 4-25-23.pdf](#)  
[Expenditure Detail - 4-25-23.pdf](#)

## VIII. CONSENT AGENDA.

*None.*

## IX. UNFINISHED BUSINESS & GENERAL ORDERS.

[23-076](#) To approve the warrant for the 2024 annual town meeting.

**Attachments:** [23-076 Cover Sheet.pdf](#)  
[Warrant for Annual Town Meeting June 17 2023.pdf](#)

[23-073](#) To appoint the Town Clerk's recommendation for Chairman of the Voter Registration Appeals Board.

**Attachments:** [23-073 Cover Sheet.pdf](#)  
[24-Voter Reg Appeals Bd-Nomination.pdf](#)  
[Voter Reg Appeals Bd-Title 21-A.pdf](#)

[23-074](#) To appoint an alternate member of the Voter Registration Appeals Board.

**Attachments:** [23-074 Cover Sheet.pdf](#)  
[Democrat Alternate Nominee-Voter Reg Appeals Bd.pdf](#)  
[Voter Reg Appeals Bd-Title 21-A.pdf](#)

[23-080](#) To approve a new Victualer's License application for Pop's Place LLC by Deanna Gaudreau located at 754 Roosevelt Trail.

**Attachments:** [23-080 Cover Sheet.pdf](#)  
[Pop's Place-New Victualer's.pdf](#)

[23-081](#) To approve the Town Clerk's roster of Warden and Deputy Warden for the June 13, 2023, RSU #14 Budget Validation Referendum for Districts 106 & 107.

Warden: Yvonne Myer      Deputy Warden: Sally Babb

**Attachments:** [23-081 Cover Sheet.pdf](#)

[23-082](#) To set poll hours and polling location for the June 13, 2023, 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:** [23-082 Cover Sheet.pdf](#)

[23-084](#) To set the date and time for extended hours of the Registrar of Voters as 4:00 p.m. to 6:00 p.m. on Thursday, June 8, 2023.

**Attachments:** [23-084 Cover Sheet.pdf](#)

[23-085](#) To approve a new Victualer's License application submitted by Adam Herlad for the Refuge Church d/b/a Milk & Honey Café, located at 765 Roosevelt Tr.

**Attachments:** [23-085 Cover Sheet.pdf](#)  
[Refuge Church-new Victualer's .pdf](#)

[23-086](#) To approve applications for watershed protection grants, such funding to be paid from fiscal year 2022-2023 watershed protection funds in account 11500-46930 and carry forward surplus funds in perpetuity for future projects.

**Attachments:** [23-086 Cover Sheet.pdf](#)  
[2022 WPG Final Reports Summary Memo.pdf](#)  
[2023 Recommendations Memo + Evals.pdf](#)

[23-087](#) To accept the public easements for Mount Hunger Shore Road, Mt. View Street, Bay View Avenue, Sebago Avenue, Lakehurst Avenue and Crescent Avenue identified by the Town as Designated Private Ways and that have met the criteria set forth by private and special law L.D. 1975, for the purpose of the Town's continued winter maintenance services on the defined public easement area.

**Attachments:** [23-087 Cover Sheet.pdf](#)  
[MT Hunger Shore Part 1\\_opt.pdf](#)  
[MT Hunger Shore Part 2\\_opt.pdf](#)  
[Lakehurst Association Inc Easements.pdf](#)

## **X. Council Correspondence.**

[CD 23-068](#) Designated Private Ways - Status Update.

**Attachments:** [DPW easement stats 5.9.23.pdf](#)

## **XI. Town Manager's Report.**

## **XII. Committee Reports.**

### **A. Council Subcommittees.**

1. Appointments Committee.
2. Finance Committee.
3. Ordinance Committee.

### **B. Other Committees.**

1. Long Range Planning Committee.
2. Parks & Recreation Advisory Committee

3. Windham Economic Development Corporation.
4. Highland Lake Leadership Team.
5. Natural Resources Advisory Committee.
6. Public Easement Advisory Committee.

**XIII. Discussion Items.**

[CD 23-070](#) North Windham Sewer Project Funding/Expenses.

Attachments: [North Windham Sewer update 5.9.23 BAT1\\_opt.pdf](#)

**XIV. Agendas & Scheduling.**

**XV. ADJOURN.**