



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Agenda

### Town Council

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Tuesday, April 30, 2024

6:00 PM

Council Chambers

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Please note that this meeting was postponed from April 23, 2024.

#### I. Roll Call of Members.

#### II. Pledge of Allegiance.

#### III. Minutes to be Approved:

[CD 24-092](#) To approve the Minutes of the April 9, 2024, Council meeting.

Attachments: [Minutes-Council-4-9-2024.pdf](#)

[CD 24-097](#) To approve the Minutes of the April 23, 2024, Council meeting.

Attachments: [Minutes-Council-4-23-2024.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. Storm Report from Town Staff.

#### VII. Councilors' Comments.

**VIII. PUBLIC HEARINGS.**

[24-052](#) To receive public comment and act on proposed amendments to the Town of Windham Land Use Ordinance, Chapter 120 of the Code of the Town of Windham, Article 3 Definitions, regarding mural signage.

**Attachments:** [24-052 CoverSheet.pdf](#)  
[Attorney Guidance\\_Murals.pdf](#)  
[TC memo\\_Murals\\_04-24-2024.pdf](#)  
[LUO Amendment \(murals\).pdf](#)

**Legislative History**

4/9/24 Town Council postponed

[24-057](#) To receive public comment and act on proposed amendments to the Town of Windham Land Use Ordinance, Chapter 120 of the Code of the Town of Windham, Village Residential (VR) District, related to allowed uses.

**Attachments:** [24-057 CoverSheet.pdf](#)  
[TC memo\\_VR\\_uses\\_04-24-2024.pdf](#)  
[TC memo\\_VR\\_LD2003.pdf](#)  
[Village Residential District \(VR\)\\_amendment2024.pdf](#)  
[Zoning District Uses Table\\_VRamendments2024.pdf](#)

[24-060](#) To receive public comment and act on a new application submitted by Ryan Cormier, d/b/a Cormier's Dog House, and to find that the requirements of 28-A M.R.S.A. § 653 have been met for a new Liquor License.

**Attachments:** [24-060 CoverSheet.pdf](#)  
[Cormier's Dog House-new Liq..pdf](#)

**IX. CONSENT AGENDA.****X. UNFINISHED BUSINESS & GENERAL ORDERS.**

[24-059](#) To approve a new Victualer's License application submitted by Ryan Cormier d/b/a Cormier's Dog House.

**Attachments:** [24-059 CoverSheet.pdf](#)  
[Victualer's-Cormier's Dog House \(2\).pdf](#)

[24-062](#) To adopt the Windham Energy Plan.

**Attachments:** [24-062 CoverSheet.pdf](#)  
[Windham Energy Plan V4.pdf](#)

[24-061](#) To approve the purchase of three (3) of the currently leased Kona electronic vehicles from Rowe Ford for an approximate total of \$68,446, trade-in of one (1) leased Kona electronic vehicle and one (1) Nissan Leaf electronic vehicle, and the lease of two (2) new Ioniq 5 SE AWD Long-Range electric vehicles for 36-months for an approximate total of \$13,600, all paid from the capital reserve account 19300-46990, and to authorize the town manager to take any necessary action related thereto.

**Attachments:** [24-061 CoverSheet.pdf](#)

[24-063](#) To proclaim the week of May 5 - 11, 2024 as Professional Municipal Clerks Week.

**Attachments:** [24-063 CoverSheet.pdf](#)  
[Annual Professional Municipal Clerks Week Proclamation.pdf](#)

[24-065](#) To authorize the Town Manager to sign the necessary easements to convey a parcel of land on the southwesterly side of Sposedo Road to the Portland Water District and take any other action related thereto to access the Town's future sewer facility site as described in the attached deed.

**Attachments:** [24-065 CoverSheet.pdf](#)  
[Municipal Quitclaim Deed - Town of Windham to PWD 4.9.24.pdf](#)

## **XI. Council Correspondence.**

[CD 24-089](#) Land For Maine's Future Program Grant Award.

**Attachments:** [East Windham AIG award letter.pdf](#)

[CD 24-090](#) Department Quarterly Reports.

**Attachments:** [Public Works Jan-Mar 2024 Quarterly Report.pdf](#)  
[Quarterly Report from the Town Clerk.pdf](#)  
[Windham Police Department Quarterly Report.pdf](#)  
[Assessor Quarterly Report-2024-Q1.pdf](#)  
[Library Quarterly update 04012024.pdf](#)  
[Parks and Rec Quarterly Report Jan - March 2024.pdf](#)  
[WEDC Quarterly Town Council Report - 04 16 24 .pdf](#)  
[First Quarter Fire-Rescue Report .pdf](#)  
[Code Enforcement Department Quarterly Report 01-01-24 to 03-31-24.pdf](#)  
[Windham Communications 1st Q2024.pdf](#)  
[Human Resources Quarterly Report Jan - Mar 2024 .pdf](#)

[CD 24-095](#) FOAA Status Report.

Attachments: [SmartProcure Response Email 4.17.2024.pdf](#)  
[MaineMonitor Opioid Settlement Fund Exp. Rpt. 4.18.24.pdf](#)

[CD 24-096](#) Month End Financial Reports - March.

Attachments: [Mar 31 2024 Revenues.pdf](#)  
[Mar 31 2024 Expenditures.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. 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. Greater Portland Council of Governments (GPCOG).
7. ecomaine.

## **XIV. Discussion Items.**

[CD 24-093](#) Council Ordinance Committee Work Process.

[CD 24-078](#) Department Videos Produced by Communications Director.

Code Enforcement Services - Dir. Jon Rioux  
Public Works Services - Dir. Jon Earle

[CD 24-094](#) North Windham Sewer Project Update - GMP#1, GMP#2, GMP#3 and RSU#14 GMP#4.

**Attachments:** [Final GMP 1\\_3 with RSU bat\\_opt.pdf](#)

[CD 24-083](#) Finance Committee's 2024-2025 Proposed Budget and Draft Warrant Articles.

**Attachments:** [Windham Budget 24\\_25\\_Bobs Final V3\\_opt.pdf](#)  
[DRAFT Warrant for June 2024 Town Meeting.pdf](#)  
[FY 2024-2025 Budget\\_Finance Committee.pdf](#)

[CD 24-098](#) Windham Little League - Ciccarone Field - Maintenance Agreement.

**Attachments:** [24.04.24 Agreement for Windham Little League FINAL \(002\).pdf](#)

## **XV. Agendas & Scheduling.**

## **XVI. ADJOURN.**