



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Agenda

Town Council

Tuesday, January 26, 2021

6:30 PM

Remote meeting via Zoom.

To Join the meeting remotely use this link: <https://us02web.zoom.us/j/89430398438> or you may call 1-646-558-8656 and enter meeting ID: 894 3039 8438.

In accordance with Public Law Chapter 617 adopted as emergency legislation by the Maine State Legislature on March 17, 2020 and signed into effect by Governor Mills, 1 MRSA § 403-A permits public proceedings through remote access during the declaration of state of emergency due to COVID-19.

Zoom will be the meeting platform used by both the Council and the public. Information about using Zoom is available at <https://support.zoom.us/hc/en-us/articles/115004954946-Joining-and-participating-in-a-webinar-attendee->.

Please note that members of the public will need to use the raise your hand feature in Zoom or type *9 on the phone to be called on and heard during the public testimony portion of the agenda.

If you prefer, you may also email the Council at TownCouncil@windhammaine.us prior to the meeting with your thoughts on an issue and if you would like, please note that you would like the email read into the record during public participation or during that agenda item. Please keep in mind we request stated comments to be three minutes or less.

The meeting will be recorded and broadcast live on WindhamTV (Channel 7) and the Town's Facebook page.

I. Roll Call of Members.

II. Pledge of Allegiance.

III. Minutes to be Approved:

[CD 21-016](#) To approve the Minutes of the January 12, 2021 Council meeting.

Attachments: [Minutes-Town Council-1-12-2021](#)

IV. 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.

V. Councilors' Comments.

VI. PUBLIC HEARINGS.

[21-017](#)

To receive public comment and act on the amendment of the Roosevelt Trail Promenade Tax Increment Financing District (the "District") and the adoption of a Development Program for the said District, pursuant to the provisions of Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended.

Attachments:

[21-017 Cover Sheet](#)

[Windham - Roosevelt Prom TIF 2nd Amendment - Application \(1-20-2021\) \(1\)](#)

[21-018](#)

To receive public comment and act on the proposed South Windham Tax Increment Financing District (the "District") and the adoption of a Development Program for the said District, pursuant to the provisions of Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended.

Attachments:

[21-018 Cover Sheet](#)

[Windham - South Windham TIF District A - Application \(1-20-2021\) \(1\)](#)

[21-019](#)

To receive public comment and act on the proposed Boody's Corner Tax Increment Financing District (the "District") and the adoption of a Development Program for the said District, pursuant to the provisions of Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended.

Attachments:

[21-019 Cover Sheet](#)

[Windham - Boody's Corner TIF District - Application \(1-20-2021\) \(1\)](#)

VII. CONSENT AGENDA.

None.

VIII. UNFINISHED BUSINESS & GENERAL ORDERS.

[21-027](#) To grant an excused absence from Council meetings to councilor Nicholas Kalogerakis for due cause.

Attachments: [21-027 Cover Sheet](#)

[21-025](#) To approve the Town's participation in and appoint both a voting delegate and an alternate voting delegate to the Maine Service Centers Coalition.

Attachments: [21-025 Cover Sheet](#)
[Maine Service Centers Coalition 2021](#)

[21-026](#) To approve the July 1, 2021 to June 30, 2022 contract for services provided by the Animal Refuge League.

Attachments: [21-026 Cover Sheet](#)
[ARL Contract Renewal 2022](#)

[21-028](#) To approve the write off of four (4) uncollected personal property tax accounts in the amount of \$2,120.05.

Attachments: [21-028 Cover Sheet](#)
[Pers Property Write Off 1.26.2021](#)

IX. Council Correspondence.

[CD 21-017](#) Department Quarterly Reports.

Attachments: [Code Enforcement Quarterly Report Oct-Dec 2020](#)
[Finance Department Quarterly Report OCT 20 - DEC 20](#)
[Fire-Rescue 4th Quarter Report](#)
[Library Quarterly Rpt.](#)
[Parks and Recreation Quarterly Report October - December 20](#)
[Planning Q2 FY21 Report](#)
[Police Quarterly Rpt. Oct-Dec 2020](#)
[Public Works Quarterly Rpt. Oct-Dec 2020](#)

[CD 21-020](#) Town Clerk's Report for the months of October through December 2020.

Attachments: [Town Clerks 3 Month Rep.](#)

[CD 21-021](#) Assessing and GIS Department Report for October - December, 2020

Attachments: [Assessing & GIS Departments Oct-Dec 2020](#)

[CD 21-022](#) Human Resources Bi-Annual Report

Attachments: [Human Resources Bi-Annual Report](#)

[CD 21-025](#) Financial Reports as of December 30, 2020

Attachments: [Revenues as of December 30, 2020.pdf](#)
[Expenses as of December 30, 2020.pdf](#)

X. Town Manager's Report.

[CD 21-023](#) Growth Permit Tally.

Attachments: [Growth Permit Tracking 2021](#)
[Growth Permit Tracking 2020](#)

XI. Committee Reports.

A. Council Subcommittees.

1. Appointments Committee.
2. Finance 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.
7. Public Dirt Road Sub-Committee.

XII. Discussion Items.

[CD 21-002](#) Presentation of the Windham Open Space Master Plan.
(Ben Smith, North Star Planning)

Attachments: [WOSMP Master Plan January complete doc](#)

[CD 21-014](#) North Windham Moves: Regional Mobility, Local Access. Update on the
North Windham Transportation Study.

[CD 21-006](#) Request for Growth Permits from the Reserve Pool.

Attachments: [TC memo Chamberlain Estates Growth Permits 01-20-21](#)
[Windham Growth Permit Application Reserve Pool Chamberlain Estates](#)
[Dustin Roma Chamberlain Estates request 2021-01-12](#)
[Chamberlain Estates Amended Subdivision Plan](#)

[CD 21-018](#) Marijuana Ordinance.

Attachments: [Memo to Council - Marijuana Licensing Clarification](#)
[C Hawkins 160-10 letter to Barry](#)
[Marijuana Licensing Ordinance - Chapter 160](#)

[CD 21-024](#) Council Goals for 2021.

Attachments: [Windham Goal project list 2021](#)

XIII. Agendas & Scheduling.

XIV. ADJOURN.