



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Agenda

Town Council

Tuesday, September 27, 2022

6:30 PM

Council Chambers & Via Zoom

To join the meeting remotely, use this link: <https://us02web.zoom.us/j/86589923807>.

You may also call 1-646-558-8656 and enter meeting ID: 865 8992 3807

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 22-120](#) To approve the Minutes of the September 13, 2022 Council meeting.

Attachments: [Minutes-Council-9-13-2022.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.****VIII. CONSENT AGENDA.**

None.

IX. UNFINISHED BUSINESS & GENERAL ORDERS.**22-168**

To amend the Marijuana License Fee Committee's charge whereby the committee's name and charge are amended to better define the scope of public health and safety programs to include the prevention of the abuse of nicotine, alcohol, marijuana and other drugs, and to also similarly amend the grant application to request available educational funds.

Attachments:

[22-168 Cover Sheet.pdf](#)

[Marijuana License Fee Committee Charge Amendment 2022 0927.pdf](#)

[Substance Prevention Grant Application markup 2022.0927.pdf](#)

22-174

To appoint Alex Fram to the Branding and Wayfinding Signage Committee.

Attachments:

[22-174 Cover Sheet.pdf](#)

[Branding & Wayfinding Signage Committee.pdf](#)

22-176

To approve the annual salary adjustments of the BTI Program Director and Program Coordinator as outlined by the federally funded "Be the Influence" community collaborative grant.

Attachments:

[22-176 Cover Sheet.pdf](#)

[BTI Coalition Grant - Pay Plan Approval.pdf](#)

[22-177](#) To approve the renewal application of Mark Day d/b/a Auto Mill LLC for a permit to operate a junkyard/automobile graveyard.

Attachments: [22-177 Cover Sheet.pdf](#)
[Mark Day-Auto Mill - Junkyard.pdf](#)

[22-178](#) To approve the renewal application of Matthew Herrick d/b/a J & M Used Auto parts & Cores for a permit to operate a junkyard/automobile graveyard.

Attachments: [22-178 Cover Sheet.pdf](#)
[Matthew Herrick-J&M Used Auto Parts & Cores.pdf](#)

[22-179](#) To approve the renewal application of Stephen Rogers d/b/a Serv-U-Garage for a permit to operate a junkyard/automobile graveyard.

Attachments: [22-179 Cover Sheet.pdf](#)
[Stephen Rogers - Serv-U-Garage .pdf](#)

[22-180](#) To approve the renewal application of Jeffrey Whitney for a permit to operate a junkyard/automobile graveyard.

Attachments: [22-180 Cover Sheet.pdf](#)
[Jeffrey Whitney - Junkyard \(2\).pdf](#)

[22-181](#) To approve the renewal application of Phyllis Wolstenhulme for a permit to operate a junkyard/automobile graveyard.

Attachments: [22-181 Cover Sheet.pdf](#)
[Phyllis Wolstenhulme - Junkyard \(2\).pdf](#)

[22-182](#) To approve one (1) application submitted by Minday Bouchard d/b/a Yolked Food Truck for a new Mobile Food Service Unit License.

Attachments: [22-182 Cover Sheet.pdf](#)
[Yolked -New Mobile Food App..pdf](#)

[22-183](#) To approve a new Victualer's License application submitted by Mindy Bouchard d/b/a Yolked LLC.

Attachments: [22-183 Cover Sheet.pdf](#)
[Yolked - New Victualer's License.pdf](#)

X. Council Correspondence.

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 22-119](#) Proposed Contract Zone - 322 Roosevelt Trail.

Attachments: [2022-09-054.CZ Application-322 Roosevelt Trail 20380.pdf](#)
[TC memo 322 Roosevelt Trail contract zone 09-23-22.pdf](#)
[Suburban Pines Motel 04-1990.pdf](#)

[CD 22-122](#) Timeline for Tax Acquired Property Sale.

Attachments: [Timeline Sale Process.pdf](#)

XIV. Agendas & Scheduling.**XV. ADJOURN.**