



Town of Windham
Office of the Town Manager
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MEMORANDUM

To : Town Council
From : Barry A. Tibbetts, Town Manager
Date : September 22, 2022
Re : Sale of Tax-Acquired Property Timeline

- **September 20, 2022** -Thirty-day notices to current owners of record to last address on file announcing the future sale of the property
- **September 29, 2022** - Twenty-one-day notice sent to unoccupied property to remove personal property
- **October 6, 2022** – Fourteen-day advertisement in newspaper notifying current owners of record (as last address on file is likely not current)
- **October 19, 2022 & October 20, 2022** – Bid Process advertised in the Portland Press Herald, Windham Eagle and on the Town website (News Flash which posts to homepage and Facebook)
- **November 3, 2022** – Bids due
- **November 9, 2022** – Council to act on bid awards on this meeting agenda