

Retail Adult-Use and Medical Marijuana Establishments Task Force

Purpose:

The purpose of the Retail Adult-Use and Medical Marijuana Establishments Task Force (the "Task Force") shall to review applicable state laws and administrative rules, and the Town of Windham zoning map and regulations with regard to retail adult-use and medical marijuana establishments, and to make recommendations about changes to the Town's zoning map, Land Use Ordinance, and/or other regulations as to where the various types of retail adult-use and medical marijuana establishments and operations may be conducted and under what conditions and standards.

Membership:

The members of the Task Force shall be as follows:

1. One (1) member of the Town Council,
2. One (1) member of the Planning Board,
3. One (1) member of the Long Range Planning Committee other than a member of the Planning Board,
4. **Seven (7)** members of the community who are not members of the Town Council, Planning Board, and/or Long Range Planning Committee.

Representatives shall be appointed by the Town Council following application to and recommendation by the Council's Appointments Committee.

The Task Force shall elect a Chair and Vice Chair at its first regular meeting or as soon as possible thereafter from within its membership, except that the Town Council representative shall not be eligible to serve as Chair or Vice Chair.

Meetings and Procedures:

The Task Force shall elect a Chair from its membership, as indicated above. The Chair shall have the authority to convene meetings of the Committee, which shall be conducted in accordance with Maine's "Freedom of Access" law (1 MRSA § 401 et. seq.), with due notice to the members.

The Task Force shall adopt such other reasonable rules of procedure as may be necessary for the efficient conduct of its business while allowing for public input, accountability and due process. A quorum of the Task Force shall be defined as a majority of those appointed to the Task Force but in no case shall the Task Force hold a meeting or conduct Task Force business with fewer than four (4) members.

Charge:

A. It shall be the responsibility of the Task Force:

1. To review applicable state laws and administrative rules, the Town of Windham zoning map and applicable regulations with regard to retail adult-use marijuana establishments,

and to make recommendations about changes to the Town's zoning map, Land Use Ordinance, and/or other regulations as to where the various types of retail adult-use marijuana establishments and operations may be conducted and under what conditions and standards:

2. To review applicable state laws and administrative rules, the Town of Windham zoning map and applicable regulations with regard to retail medical marijuana establishments, and to make recommendations about changes to the Town's zoning map, Land Use Ordinance, and/or other regulations as to where the various types of retail medical marijuana establishments and operations may be conducted and under what conditions and standards:
 3. To seek input and recommendations from experts and other stakeholders such as, but not limited to, the Maine Department of Health & Human Services, Department of Administrative Services, local experts, the general public and other stakeholders:
 4. To hold one or more public meetings or forums, other than the Task Force's regular working meetings, for the purpose of informing the general public about the Task Force's work and seeking input on issues related to retail adult-use and medical marijuana establishments, and on the Task Force's draft recommendations before making formal recommendations to the Town Council: and
 5. To report regularly on its progress and identify any resource needs to the Town Council.
- B. As a task force, which is intended to be temporary and focused on a particular issue or task, this body shall be dissolved upon completion of its charge, delivery of its final recommendations to the Council, and any report/presentation of those recommendations.

Approved by the Council September 18, 2018 (Order 18-173)