

December 1, 2020

Re: Town of Windham, Maine \$4,960,000 2021 General Obligation Bonds

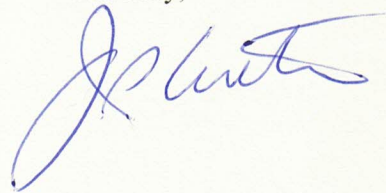
To the Distribution:

Please be advised that the Town of Windham has retained Moors & Cabot, Inc. to represent them as Municipal Advisor for the above issue. We intend to present the Bonds to the market for sale by sealed bid on Tuesday, January 12, 2021 to close and settle on or about Monday, February 1, 2021

- The issue will be available as DTC Book-Entry-Only (*FAST* closing).
- We intend to apply to Moody's Investors Service and Standard & Poor's Global Ratings for ratings on the Bonds.
- The Paying Agent is U.S. Bank National Association

Enclosed, please find a copy of our Chronology and Distribution List, for your reference. Please contact me should you have any questions or if I can be of assistance to you.

Sincerely,



November 2020						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2021						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

Chronology Relating to the Sale of:
Town of Windham, Maine
 \$4,960,000 2021 General Obligation Bonds
 Dated: February 1, 2021; Due: November 1, 2021-2040

DATE	ACTION
Jun 13	Town Referendum.
Nov 10	Bond Order 1 st Reading
Nov 26	Thanksgiving Day (National Holiday).
Dec 1	Notify Bond Counsel, Paying Agent, rating agencies, DTC and CUSIP.
Dec 8	Bond Order 2 nd Reading
Dec 11	First draft of Official Statement ("POS/OS").
Dec 15	Public Safety Project Bids received
Dec 21	Second draft of POS to Issuer/Bond Counsel.
Dec 25	Christmas Day (National Holiday)
Dec 28	<i>Due Diligence at Bond Counsel's office.</i>
Dec 28	Receive draft of legal opinion from Bond Counsel.
Dec 29	Final draft of POS; POS to printer.
Dec 29	Final POS to rating agency.
Dec 31	Posting of NOS and POS to Bond Counsel; rating agency and prospective bidders.
Dec 31	Advertise sale in "Daily Bond Buyer" and on <i>i-deal prospectus</i> and <i>i-deal Parity</i> .
Jan 1	New Year's Day (National Holiday)
Jan 6	Rating agencies final contact with Town.
Jan 8	Assignment of rating.
Jan 12	<i>Bond Sale.</i>
Jan 12	Award to lowest conforming bidder.
Jan 12	Information to purchaser, DTC, KISI and Bloomberg.
Jan 12	Provide draft of IRS Form 8038-G to Bond Counsel.
Jan 18	MLK Day (National Holiday)
Jan 25	Bond Counsel receipt of executed legal papers and certificates from Town.
Jan 27	Certificates placed in escrow at paying agent for DTC <i>FAST</i> closing.
Feb 1	<i>DTC releases certificates and settlement of certificates with Issuer/Underwriter.</i>
Feb 1	Purchaser submits MSRB Form A-13, MSRB Form G-36 (OS).
Feb 1	Bond Counsel submits IRS Form 8038-G.

DISTRIBUTION LIST
Town of Windham, Maine
\$4,960,000 2021 General Obligation Bonds
Tax ID#: 01-6000440; Base CUSIP: 973313

ISSUER

Barry A. Tibbets, Town Manager
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Windham, ME 04062-4899 (207) 892-1910 (FAX)
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Susan R. Rossignol, Finance Dir (207) 892-1907
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BOND COUNSEL

Bonnie L Martinolich, Esq.
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MUNICIPAL ADVISOR

Joseph P. Cuetara, SVP
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PAYING AGENT

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donald.higgins@usbank.com

FAST #: 9968

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RATING AGENCY

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DTC

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UNDERWRITER

DTC: ____