



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Minutes - Final

### Town Council

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Tuesday, September 27, 2022

6:30 PM

Council Chambers & Via Zoom

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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](mailto: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.

**Present:** 7 - David Nadeau, Nicholas Kalogerakis, Jarrod Maxfield, Mark Morrison, Brett Jones, Ed Ohmott and William Reiner

#### II. Pledge of Allegiance.

Council Chair Maxfield led the 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](#)

A motion was made by Councilor Nadeau, seconded by Councilor Kalogerakis,

that the Minutes be approved. The motion carried by the following vote:

**In Favor:** 7 - Councilor Nadeau, Councilor Kalogerakis, Council Chair Maxfield, Vice Chair Morrison, Councilor Jones, Councilor Ohmott and Councilor Reiner

#### **IV. Adjustments to the Agenda.**

#### **V. Public Participation.**

*No public participation.*

#### **VI. Councilors' Comments.**

*No Councilor comments.*

#### **VII. PUBLIC HEARINGS.**

#### **VIII. CONSENT AGENDA.**

#### **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](#)

*Councilor Maxfield noted that it said for marijuana license fees, alcohol permit fees and other designated fees set by the Council; does that mean we are going to start using money from alcohol fees or other fees?*

*The Manager said in the future it could be.*

**A motion was made by Councilor Nadeau, seconded by Councilor Kalogerakis, that the Order be approved. The motion carried by the following vote:**

**In Favor:** 6 - Councilor Nadeau, Councilor Kalogerakis, Council Chair Maxfield, Vice Chair Morrison, Councilor Jones and Councilor Reiner

**Abstain:** 1 - Councilor Ohmott

##### [22-174](#)

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

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

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

**A motion was made by Councilor Nadeau, seconded by Vice Chair Morrison, that the Order be approved. The motion carried by the following vote:**

**In Favor:** 7 - Councilor Nadeau, Councilor Kalogerakis, Council Chair Maxfield, Vice Chair Morrison, Councilor Jones, Councilor Ohmott and Councilor Reiner

[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](#)

**A motion was made by Councilor Nadeau, seconded by Vice Chair Morrison, that the Order be approved. The motion carried by the following vote:**

**In Favor:** 7 - Councilor Nadeau, Councilor Kalogerakis, Council Chair Maxfield, Vice Chair Morrison, Councilor Jones, Councilor Ohmott and Councilor Reiner

[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](#)

**A motion was made by Councilor Nadeau, seconded by Councilor Kalogerakis, that the Order be approved. The motion carried by the following vote:**

**In Favor:** 7 - Councilor Nadeau, Councilor Kalogerakis, Council Chair Maxfield, Vice Chair Morrison, Councilor Jones, Councilor Ohmott and Councilor Reiner

[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](#)

**A motion was made by Councilor Nadeau, seconded by Councilor Kalogerakis, that the Order be approved. The motion carried by the following vote:**

**In Favor:** 7 - Councilor Nadeau, Councilor Kalogerakis, Council Chair Maxfield, Vice Chair Morrison, Councilor Jones, Councilor Ohmott and Councilor Reiner

[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](#)

**A motion was made by Councilor Nadeau, seconded by Councilor Kalogerakis, that the Order be approved. The motion carried by the following vote:**

**In Favor:** 7 - Councilor Nadeau, Councilor Kalogerakis, Council Chair Maxfield, Vice Chair Morrison, Councilor Jones, Councilor Ohmott and Councilor Reiner

[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](#)

**A motion was made by Councilor Nadeau, seconded by Councilor Kalogerakis, that the Order be approved. The motion carried by the following vote:**

**In Favor:** 7 - Councilor Nadeau, Councilor Kalogerakis, Council Chair Maxfield, Vice Chair Morrison, Councilor Jones, Councilor Ohmott and Councilor Reiner

#### 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](#)

**A motion was made by Councilor Nadeau, seconded by Councilor Kalogerakis, that the Order be approved. The motion carried by the following vote:**

**In Favor:** 7 - Councilor Nadeau, Councilor Kalogerakis, Council Chair Maxfield, Vice Chair Morrison, Councilor Jones, Councilor Ohmott and Councilor Reiner

#### 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](#)

**A motion was made by Councilor Nadeau, seconded by Vice Chair Morrison, that the Order be approved. The motion carried by the following vote:**

**In Favor:** 7 - Councilor Nadeau, Councilor Kalogerakis, Council Chair Maxfield, Vice Chair Morrison, Councilor Jones, Councilor Ohmott and Councilor Reiner

#### 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](#)

**A motion was made by Councilor Nadeau, seconded by Vice Chair Morrison, that the Order be approved. The motion carried by the following vote:**

**In Favor:** 7 - Councilor Nadeau, Councilor Kalogerakis, Council Chair Maxfield, Vice Chair Morrison, Councilor Jones, Councilor Ohmott and Councilor Reiner

### **X. Council Correspondence.**

### **XI. Town Manager's Report.**

*Manager Tibbetts said we are still moving forward with the Portland Water District, the engineering and the overall contractor, and we are hoping to have something back to the Council by the first meeting in October.*

*They are also meeting with Casella this week to go over those roads that they discussed*

*and will report back.*

## **XII. Committee Reports.**

### **A. Council Subcommittees.**

#### **1. Appointments Committee.**

*No report.*

#### **2. Finance Committee.**

*No report.*

#### **3. Ordinance Committee.**

*Councilor Nadeau said they just had a meeting, and they will have something back to the Council shortly.*

### **B. Other Committees.**

#### **1. Long Range Planning Committee.**

*No report.*

#### **2. Parks & Recreation Advisory Committee**

*Councilor Reiner said they are working on the Trunk or Treat and the winter projects.*

#### **3. Windham Economic Development Corporation.**

*Councilor Maxfield said they had a meeting last week, and there will be some things coming back to staff and the Council regarding some proposals from the WEDC on some land acquisition and real estate.*

*They will be focusing on the upcoming infrastructure and sewer to plan, encourage and to work with new opportunities in town. At the end of the meeting it was brought up to have the WEDC to look at the workforce. We can be bring businesses to town, but if they don't have people to work there it will not be great.*

#### **4. Highland Lake Leadership Team.**

*No report.*

#### **5. Natural Resources Advisory Committee.**

*No report.*

#### **6. Public Easement Advisory Committee.**

*No report, done for the year.*

**XIII. Discussion Items.**

**\*Note: Minutes are not taken for 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.**

**A motion was made by Councilor Reiner, seconded by Vice Chair Morrison, that they be adjourned. The motion carried by the following vote at 6:58 p.m.**

**In Favor:** 7 - Councilor Nadeau, Councilor Kalogerakis, Council Chair Maxfield, Vice Chair Morrison, Councilor Jones, Councilor Ohmott and Councilor Reiner

Respectfully submitted,

Linda S. Morrell  
Town Clerk, CCM