



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Agenda

### Town Council

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Tuesday, March 27, 2018

7:00 PM

Council Chambers

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#### I. Roll Call of Members.

#### II. Pledge of Allegiance.

*"We, the Windham Town Council recognize our individual and collective responsibilities as leaders and representatives of our community. To this end, we pledge to conduct ourselves in a manner befitting these roles and duties. We pledge and encourage others to 'Be the Influence' and to recognize that decisions matter." (Resolution 14-285, in support of the "Be the Influence" community collaborative in addressing the pervasive adverse effects of substance use and abuse in the community.)*

#### III. Minutes to be Approved:

CD 18-059 To approve the minutes of the February 13, 2018 Council meeting.

Attachments: [Minutes-Town Council 2-13-2018](#)

CD 18-103 To approve the minutes of the February 27, 2018 Council meeting.

Attachments: [Minutes-Town Council-2-27-2018](#)

#### IV. 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.*

*Persons present at Council meetings are requested not to applaud or otherwise express, other than verbally, their approval or disapproval of any statements made or actions taken at such meeting.*

*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.*

#### V. Councilors' Comments.

**VI. Council Correspondence.**

[CD 18-077](#) Windham Public Library Monthly Report - January 2018

Attachments: [Library Monthly Rpt January 2018](#)

[CD 18-090](#) Assessing & GIS Department Report for February 2018

Attachments: [Assessing & GIS Department February 2018](#)

[CD 18-091](#) Code Enforcement Monthly Report-February 2018

Attachments: [Code Enforcement Monthly Report - February 2018](#)

[CD 18-092](#) Social Services Monthly Report - February 2018

Attachments: [Social Services Monthly Report - February 2018](#)

[CD 18-094](#) Windham Police Department Monthly Report- February 2018

Attachments: [Police Department Monthly Report - February 2018](#)

[CD 18-095](#) Windham Public Library Monthly Report - February 2018

Attachments: [Library Monthly Report - February 2018](#)

[CD 18-097](#) Parks and Recreation Department Monthly Report - February 2018

Attachments: [Parks & Recreation Monthly Report - February 2018](#)

[CD 18-099](#) Fire-Rescue Department Monthly Report - February 2018

Attachments: [Fire-Rescue Monthly Report - February 2018](#)

[CD 18-105](#) Town Clerk's Monthly Report - February 2018.

Attachments: [Town Clerk's Report-February 2018](#)

[CD 18-106](#) Public Works Department Monthly Report - February 2018

Attachments: [Public Works Monthly Report - February 2018](#)

[February 2018 Storm Reports](#)

[PW Winter Budget Report 20180321](#)

**VII. Town Manager's Report.**

[CD 18-108](#) Town Manager's Report.

Attachments: [Town Manager's Report 20180323](#)

[Projects & Issues List 20180322](#)

[Projects & Issues Sheets 20180322](#)

**VIII. Committee Reports.****A. Council Subcommittees.**

1. Appointments Committee.

*Meeting March 27, 2018.*

2. Finance Committee.

*No meetings scheduled. Meetings expected in April and May to review the Town Manager's budget proposal for FY 2019.*

**B. Other Committees.**

1. Long Range Planning Committee.

*Councilor Haskell.*

2. Parks & Recreation Advisory Committee.

*Councilor Cummings.*

CD 18-110 Parks & Recreation Advisory Committee Minutes.

Attachments: [PRACminutesmarch122018](#)

3. Public Easement Advisory Committee.

*No report.*

4. Highland Lake Leadership Team.

*Councilor Chapman, Town Manager Plante.*

5. Shared Maintenance Facility Joint Project Team.

*See Town Manager's Report.*

6. Windham Economic Development Corporation.

*Board of directors meets April 4, 2018.*

**IX. PUBLIC HEARINGS.**

*None.*

**X. CONSENT AGENDA.**

*None.*

**XI. UNFINISHED BUSINESS & GENERAL ORDERS.**

- [18-005](#) To approve a proposed zone change request from Bryan Mills to amend the official Town of Windham zoning map, to rezone a portion of a property on River Road identified on Tax Map 5, Lot 1-1, from Farm Residential (FR) to Medium-Density Residential (RM).

**Attachments:**

[Cover Sheet 18-005](#)

[PB recommendation to TC\\_River Road\\_FR-RM\\_11-17-17](#)

[Zone Change Application - TM 5 L1-1 - 2017\\_10\\_10](#)

*This order was reconsidered at the meeting of February 13, 2018 and postponed to March 13, 2018. However, that meeting was postponed to March 20, 2018 and the order was missed when the agenda was developed and was placed on the agenda for March 27, 2018.*

**Legislative History**

1/9/18	Town Council	postponed
1/30/18	Town Council	failed

- [18-010](#) To approve applications for watershed protection grants, such funding to be paid from fiscal year 2017-2018 watershed protection funds in account 11500-46930.

**Attachments:**

[Cover Sheet 18-010](#)

- [18-045](#) To approve lists of election clerks submitted by the Democratic and Republican Town Committees who will serve a term of two years.

**Attachments:**

[Cover Sheet 18-045](#)

[Approved Democrats & Republican Elec Workers](#)

- [18-050](#) To approve two (2) applications of the Standish Memorial Post 128, American Legion, for licenses to conduct Bingo and Games of Chance (Pull Tabs) at the Windham Veteran's Center from May 1, 2018 through October 31, 2018.

**Attachments:**

[Cover Sheet 18-050](#)

[Standish Memorial Post-Games of Chance](#)

- [18-053](#) To appoint Keith Elder to a three-year term on the Planning Board, to expire February 15, 2021.

**Attachments:**

[Cover Sheet 18-053](#)

- [18-054](#) To appoint Nick Kalogerakis to a two-year term on the Windham Economic Development Corporation, to expire February 15, 2020.

**Attachments:**

[Cover Sheet 18-054](#)

- [18-055](#) To appoint Larry Eliason to a two-year term on the Windham Economic Development Corporation, to expire February 15, 2020.

**Attachments:**

[Cover Sheet 18-055](#)

- [18-056](#) To appoint David Douglass to a three-year term on the Planning Board, to

expire February 15, 2021.

Attachments: [Cover Sheet 18-056](#)

[18-057](#) To appoint Marianne Sensale-Guerin to a three-year term on the Human Services Advisory Committee, to expire May 15, 2021.

Attachments: [Cover Sheet 18-057](#)

[18-058](#) To appoint Katie Varney to the Summerfest Organizing Committee.

Attachments: [Cover Sheet 18-058](#)

[18-059](#) To appoint Andrew Mayo to a three-year term on the Planning Board, to expire February 15, 2021.

Attachments: [Cover Sheet 18-059](#)

[18-060](#) To appoint Kaitlyn Tuttle to a three-year term on the Planning Board, to expire February 15, 2021.

Attachments: [Cover Sheet 18-060](#)

[18-061](#) To appoint Kaitlyn Tuttle to a three-year term on the Natural Resources Advisory Committee, to expire August 15, 2021.

Attachments: [Cover Sheet 18-061](#)

[18-062](#) To nominate a member of the Council to the Greater Portland Council of Governments “Regional Voice Committee.”

Attachments: [Cover Sheet 18-062](#)

[RegionalVoiceNominee](#)

[18-051](#) To proclaim April as “Windham Volunteer Month.”

Attachments: [Cover Sheet 18-051](#)

[Proclamation 18-051 for Windham Volunteer Month April 2018](#)

[18-063](#) To declare the official intent of the Town of Windham (the “Town”) to reimburse expenditures for the design, construction, and equipping of a new public works and school transportation and maintenance facility located at property on Windham Center Road in the Town and related redevelopment of the site (the “Project”) with proceeds of a general obligation bond (and notes in anticipation thereof) of the Town in a sum not to exceed \$9,300,000.

Attachments: [Cover Sheet 18-063](#)

[Order on Windham SMF General Obligation Bonds 2018](#)

[17-230](#) To enter into executive session under 1 M.R.S.A. §405(6)(A) for a quarterly performance update for the town manager’s evaluation and 1 M.R.S.A. §405(6)(D) to discuss labor negotiations.

Attachments: [Cover Sheet 17-230](#)

## **XII. Discussion Items.**

*None.*

## **XIII. Agendas & Scheduling.**

[CD 18-109](#) Agenda Items Reports.

Attachments: [Agenda Items Scheduled 20180322](#)  
[Agenda Items to be Scheduled 20180322](#)  
[Projects & Issues List 20180322](#)  
[Projects & Issues Sheets 20180322](#)

## **XIV. ADJOURN.**