



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Agenda

### Town Council

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Tuesday, October 23, 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 18-354](#) To approve the Minutes of the September 18, 2018 Council meeting.

**Attachments:** [Minutes-Town Council -9-18-2018](#)

[CD 18-353](#) To approve the Minutes of the September 25, 2018 Council meeting.

**Attachments:** [Minutes-Town Council-9-25-2018](#)

[CD 18-352](#) To approve the Special Minutes of the October 3, 2018 Council meeting.

**Attachments:** [Minutes-Spec. Town Council-10-3-2018](#)

[CD 18-356](#) To approve the Minutes of the October 2, 2018 Council meeting.

**Attachments:** [Minutes-Town Council-10-2-2018](#)

#### 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 18-340](#) Resident Concerns - Highland Lake Campground Development

**Attachments:** [Letter from Resident re Highland Lake Property Development](#)

[CD 18-341](#) Town of Cumberland - Mineral Extraction Ordinance Review

**Attachments:** [Town of Cumberland - Review of Windham's Mineral Extraction Ordinance](#)

[CD 18-327](#) Social Services Monthly Report - August 2018

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

[CD 18-338](#) Social Services Monthly Report - September 2018

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

[CD 18-337](#) Fire-Rescue Department Monthly Report - September 2018

**Attachments:** [September 2018 Monthly Report](#)

[CD 18-347](#) Assessing & GIS Department Report for August and September

**Attachments:** [Assessing & GIS Department August-September 2018](#)

[CD 18-349](#) Parks and Recreation Monthly Report - September 2018

**Attachments:** [Parks and Recreation Monthly Report - Sept2018](#)  
[Programs & Events Sept Oct 18](#)

[CD 18-350](#) Financial Reports

**Attachments:** [YTD Expense Report](#)  
[YTD Revenue Report](#)

[CD 18-351](#) Police Department Monthly Report - Sept 2018

**Attachments:** [PD Monthly Report - September 2018](#)

[CD 18-355](#) Susan Collins - Congratulatory Note

**Attachments:** [Correspondence Susan Collins](#)

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

## **VIII. Committee Reports.**

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

1. Appointments Committee.
2. Finance Committee.

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

1. Long Range Planning Committee.
2. Parks & Recreation Advisory Committee.
3. Highland Lake Leadership Team.
4. Shared Maintenance Facility Joint Project Team.
5. Windham Economic Development Corporation
6. Mineral Extraction Committee.
7. Private Roads ad hoc Committee.

**IX. PUBLIC HEARINGS.**

*None.*

**X. CONSENT AGENDA.**

*None.*

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

[18-219](#) To authorize the purchase of a vehicle for use by the Building and Grounds Maintenance division of Public Works.

**Attachments:** [18-219 Cover Sheet](#)  
[Cargo Van Memo and Bids](#)

[18-221](#) To appoint David Whitten to the Retail Adult-Use and Medical Marijuana Task Force.

**Attachments:** [18-221 Cover Sheet](#)

[18-222](#) To appoint Charles Boehm to the Retail Adult-Use and Medical Marijuana Task Force.

**Attachments:** [18-222 Cover Sheet](#)

[18-223](#) To appoint Shaw Dwight to the Retail Adult-Use and Medical Marijuana Task Force.

**Attachments:** [18-223 Cover Sheet](#)

[18-224](#) To appoint Travis Connolly to the Retail Adult-Use and Medical Marijuana Task Force.

**Attachments:** [18-224 Cover Sheet](#)

[18-225](#) To appoint Maggie Terry to the Retail Adult-Use and Medical Marijuana Task Force.

**Attachments:** [18-225 Cover Sheet](#)

**XII. Discussion Items.**

*(Please note the time allotted for each item; if additional time is needed, it may have to be scheduled for another meeting.)*

[CD 18-271](#) Old South Windham fire station re-use update and CDBG grant status.

**Attachments:** [180628 WMED Kitchen Conversion Study Final](#)  
[CDBG Planning Application 2017](#)  
[2017 FINAL ALLOCATION - County.xlsx](#)  
[J\\_A\\_Andrew\\_School\\_Final\\_Phase\\_I\\_ESA\\_12302017 \(18MB\)](#)  
[2018.23dvs](#)  
[South\\_Windham\\_Fire\\_Station\\_Final\\_Phase\\_I\\_ESA\\_10192018 \(18MB\)](#)

[CD 18-343](#) Process for Town Manager Search.

**Attachments:** [REVISED Draft Time Line Windham](#)

[CD 18-344](#) Discussion of Opus Consulting Group Report.

**Attachments:** [Town of Windham Report](#)

[CD 18-346](#) Mineral Extraction Committee Recommendations.

**Attachments:** [TC\\_Packet\\_MEC\\_10-18-18](#)

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

[CD 18-357](#) Agenda Items Reports.

**Attachments:** [Agenda Items Scheduled 10.18.18](#)  
[Agenda Items to be Scheduled 10.18.18](#)  
[Projects & Issues List 10.18.18](#)

### **XIV. ADJOURN.**