



Town of Windham

Town Offices
8 School Road
Windham, Maine

Cover Sheet

File Number: 17-140

Agenda Date: 8/8/2017

Version: 1

Status: Agenda Ready

In Control: Town Council

File Type: Order

I. Council Action Requested.

To confirm an appointment made by the Town Manager to the position of Director of the Code Enforcement and Zoning Administration Department.

II. Basis for Council Action.

Council approval of this item is required because:

- a. Article III, Section 2, subsection 1) of the Town Charter states “[T]he Town Manager shall appoint and remove statutory officers and department heads, including but not limited to Chief of the Police Department, Fire/Rescue Chief and Road Commissioner subject to confirmation by the Council,” and
- b. This article contemplates the confirmation of the Town Manager's appointment to fill the position of Director of the Code Enforcement and Zoning Administration Department.

III. Issue Summary.

At the time the agenda was published, due diligence was under way on a possible appointment, which may be ready for Council action at the meeting of August 8, 2017, though some details may still need to be worked out and the vote held later in the month.