



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Agenda

### Town Council

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Tuesday, December 16, 2014

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 14-415](#) To approve the minutes of the November 18, 2014 meeting.

**Attachments:** [Minutes - 11-18-14.pdf](#)

[CD 14-422](#) To approve the minutes of the November 25, 2014 meeting.

**Attachments:** [Town Council Minutes of the November 25, 2014 Meeting.pdf](#)

[CD 14-423](#) To approve the minutes of the Special Meeting of November 25, 2014.

**Attachments:** [Special Meeting Minutes-Nov 25, 2014.pdf](#)

#### 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 14-407](#) Code Enforcement Monthly Report - October 2014

**Attachments:**

[Code Enforcement Report October 2014](#)

[Inspections Summary - By Inspection Type 2014-10-01 to 2014-10-31 \(5\)](#)

[Inspections Summary - By Project Type 2014-10-01 to 2014-10-31 \(1\)](#)

[Activity Report - By Project Type 2014-10-01 to 2014-10-31 \(5\)](#)

[Activity Report - By Violation Type - 2014-10-01 to 2014-10-31](#)

[Impact Fee - North Route 302 Road Improvements 2014-10-01 to 2014](#)

[Impact Fee - Recreation 2014-10-01 to 2014-10-31](#)

[CD 14-418](#) HomeHealth Visiting Nurses "Report to the Community 2014"

**Attachments:**

[Report to the Community 2014](#)

[CD 14-419](#) Little Sebago Lake Association Newsletter

**Attachments:**

[LSLA Winter Newsletter 2014](#)

[CD 14-420](#) Southern Maine Agency on Aging "Senior News"

**Attachments:**

[Senior News November-December 2014](#)

[CD 14-421](#) Windham Public Library Newsletter

**Attachments:**

[Check It Out - December 2014](#)

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

[CD 14-425](#) Town Manager's Report

**Attachments:**

[Town Manager's Report 20141204](#)

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

1. Appointments Committee.
2. Finance Committee.

**B. Other Committees.**

1. Land Use Ordinance Committee.
2. Public Easement Advisory Committee/Roads Policy Task Force.
3. Windham Economic Development Corporation
4. Wastewater Management Planning Advisory Committee.

## IX. PUBLIC HEARINGS.

[CD 14-416](#) To receive public comment on amendments to the Town's Land Use Ordinance, Chapter 140, Section 1200, Impact Fees, to correct typographical errors and errors of omission.

**Attachments:** [CH 140 Section 1200 Impact Fee Corrections](#)

[CD 14-417](#) To receive public comment on amendments to the Town's Land Use Ordinance, Chapter 140, Cluster Subdivision standards, in order to create density bonuses in exchange for public access, reduce dimensional requirements for lots in a cluster subdivision, and allow cluster subdivisions in all residential zoning districts.

**Attachments:** [CH 140 Cluster Subdivision revisions](#)

## X. CONSENT AGENDA.

[14-510](#) To grant a blanket letter of approval to the Windham Veterans Association for its application for licenses to conduct games of chance (Texas Hold-Em) at Windham Veterans Center and Dena's Lobsterhouse & Tavern for the period of January 1, 2015 through December 31, 2015.

**Attachments:** [14-510 CoverSheet](#)  
[Windham Vets-Game of Chance.pdf](#)

[14-511](#) To find that the requirements of 28-A MRSA § 653 have been met and to approve an application submitted by Roy A. Moore d/b/a Deck House Sports Tavern (formerly Seacoast Fun Park) for a renewal liquor license.

**Attachments:** [14-511 CoverSheet](#)  
[Deck House Sports Tavern.pdf](#)

## XI. UNFINISHED BUSINESS & GENERAL ORDERS.

[14-491](#) To approve proposed amendments to the Town's Land Use Ordinance, Chapter 140 Cluster Subdivision standards in order to create density bonuses in exchange for public access, reduce dimensional requirements for lots in a cluster subdivision, and allow cluster subdivisions in all residential zoning districts.

**Attachments:** [14-491 CoverSheet](#)  
[PB toTC Cluster Revisions 11-21-14 combined](#)

[14-502](#) To approve proposed amendments to the Town's Land Use Ordinance, Chapter 140, Section 1200, Impact Fees to correct typographical errors and errors of omission.

**Attachments:** [14-502 CoverSheet](#)  
[PB toTC Impact Fee Corrections 11-25-14 combined](#)

[14-505](#) To approve a mutual aid agreement for emergency services to aid with public safety emergencies, pursuant to 30-A M.R.S.A. §3156, with the town of Gorham, and to authorize the town manager to sign the agreement on behalf of the town.

**Attachments:** [14-505 CoverSheet](#)  
[Mutual Aid Agreement](#)

[14-512](#) To approve a renewal Memorandum of Understanding with the Windham-Raymond School District (RSU 14) authorizing the School Resource Officer Program, and to authorize the Town Manager to sign the Memorandum of Understanding and to take any other necessary action related thereto.

**Attachments:** [14-512 CoverSheet](#)  
[School Resource Officer MOU](#)

[14-500](#) To enter into executive session in accordance with Title 1 M.R.S.A. §405(6)(C) for "discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency.

**Attachments:** [14-500 CoverSheet](#)

## 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 14-382](#) The Council will discuss the proposed Gateway North A Tax Increment Financing District.

**Attachments:** [Gateway North Development Program](#)  
[Gateway North Exhibit A-1](#)  
[Gateway North Exhibit A-2](#)  
[Gateway North Exhibit C TIF Estimates and Tax Shifts](#)

8:00 p.m.

*Public Comment.*

[CD 14-413](#) The Council will continue its work on setting goals for 2015.

**Attachments:** [Council Goals 2015 DRAFT 20141204](#)  
[Council Goals 2014 Update 20141028](#)

8:30 p.m.

*Public Comment.*

[CD 14-353](#) The Council will discuss its approach to the budget process for fiscal 2015-2016.

**Attachments:** [Recommended Budget Practices](#)

9:00 p.m.

*Public Comment.*

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

[CD 14-424](#) Agenda Items Reports

**Attachments:** [Agenda Items Report - Items Scheduled 20141204](#)  
[Agenda Items Report - Items Yet To Be Scheduled 20141204](#)

### **XIV. ADJOURN.**