



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Agenda

Town Council

Tuesday, August 22, 2017

7:00 PM

Council Chambers

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 17-244](#)

To approve the minutes of the August 8, 2017 Council meeting.

Attachments:

[Minutes-Town Council-8-8-2017](#)

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 17-238](#)

Southern Maine Agency on Aging Letter of Thanks

Attachments: [SMAA Thank You](#)

[CD 17-237](#) Town Clerk's Office Monthly Report - July 2017

Attachments: [Town Clerk's Report for July 2017](#)

[CD 17-239](#) Fire-Rescue Department Monthly Report- July 2017

Attachments: [Fire-Rescue Monthly Report July 2017](#)

[CD 17-240](#) Social Services Monthly Report - July 2017

Attachments: [Social Services Monthly Report - July 2017](#)

[CD 17-241](#) Parks and Recreation Department Monthly Report - July 2017

Attachments: [Monthlyreportsjuly2017](#)

[CD 17-242](#) Police Department Monthly Report - July 2017

Attachments: [July 17](#)

[CD 17-243](#) Public Works Department Monthly Report - July 2017

Attachments: [Public Works Department Monthly Report - July 2017](#)

[Mission, Success, and Measurement Table](#)

[CD 17-250](#) Assessing Office & GIS Monthly Report - July 2017

Attachments: [Assessing & GIS Report July 2017](#)

VII. Town Manager's Report.

[CD 17-248](#) Town Manager's Report

Attachments: [Town Manager's Report 20170818](#)

[Projects & Issues List 20170818](#)

[Projects & Issues Sheets 20170818](#)

VIII. Committee Reports.

The Chairman will ask for reports from Council subcommittees and representatives from other Council appointed committees at this time.

A. Council Subcommittees.

B. Other Committees.

IX. 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 17-246](#)

Highland Lake Association on Water Quality, Other Concerns.

Attachments:

[Email and Letter from Dennis Brown re. Highland Lake](#)

[Maine DEP Highland Lake Phosphorus Control Action Plan](#)

7:30 p.m.

Note: the Council chairman has moved this discussion item up in consideration of the likely number of attendees. The discussion item is scheduled for 60 minutes in view of other business on the Council's agenda and that there probably will be further discussion and possible action at future meetings.

Public Comment.

X. PUBLIC HEARINGS.

None.

XI. CONSENT AGENDA.

[17-147](#)

To appoint LeAnn Luczek to a three-year term on both the Human Services Advisory Committee , to expire May 15, 2020 and the Natural Resources Advisory Committee, to expire August 15, 2020.

Attachments:

[17-147 Cover Sheet](#)

[17-148](#)

To approve an application for a renewal motion picture theater license submitted by Smitty's Cinema-Windham LLC at 795 Roosevelt Trail.

Attachments:

[17-148 Cover Sheet](#)

[Smitty's Cinema-Motion Picture \(2\)](#)

XII. UNFINISHED BUSINESS & GENERAL ORDERS.

[17-124](#)

To set the tax rate for 2017-2018 at \$16.43 per thousand dollars of assessed value.

Attachments:

[17-124 Cover Sheet](#)

[Tax Rate Recommendation](#)

[Tax Rate History 2004-2018](#)

[17-125](#)

To set the dates on which 2017-2018 taxes will be due as October 2, 2017 and April 2, 2018.

Attachments:

[17-125 Cover Sheet](#)

[17-126](#)

To set the rate of interest that will be charged on overdue taxes for 2017-2018 at seven percent (7.00%).

Attachments:

[17-126 Cover Sheet](#)

[17-140](#)

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

Department.

Attachments: [17-140 Cover Sheet](#)

[17-146](#) To approve the transfer of defendant Racquel Matthews-Leavitt's \$5,018.00, or any portion thereof, to the Town of Windham pursuant to 15 M.R.S.A. Section 5824(3) and Section 5826(6) on the grounds that the Town of Windham Police Department did make a substantial contribution to the investigation of this or a related criminal case.

Attachments: [17-146 Cover Sheet](#)
 [Forfeited Assets](#)

[17-149](#) To approve a Joint Funding Agreement with the U.S. Geological Survey (USGS) for calendar 2017 in the amount of \$40,000 for continued water quality monitoring in the well network in North Windham, with local funding in the amount out \$23,000 to come from the Roosevelt Promenade TIF fund.

Attachments: [17-149 Cover Sheet](#)
 [WindhamFY17JFA.Coverletter](#)
 [WindhamJFA](#)

[17-150](#) To establish a Long Range Planning Committee and adopt a charge therefor as outlined in a memorandum from the planning director and town manager dated July 21, 2017.

Attachments: [17-150 Cover Sheet](#)
 [TC Memo LRPC charge packet 07-21-17](#)

XIII. Agendas & Scheduling.

[CD 17-249](#) Agenda Items Reports

Attachments: [Agenda Items Report 20170818](#)
 [Projects & Issues List 20170818](#)
 [Projects & Issues Sheets 20170818](#)

XIV. ADJOURN.