



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Agenda

Town Council

Tuesday, March 28, 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 17-110](#)

To approve the minutes of the March 21, 2017 Council meeting.

Attachments:

[Minutes-Town Council - 3-21-2017](#)

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 17-098](#) Cumberland County Tax Assessment
Attachments: [Cumberland County Tax Assessment](#)
- [CD 17-099](#) Maine Municipal Employees Health Trust Correspondence
Attachments: [MMEHT Health Claims Experience Report 2016](#)
- [CD 17-084](#) Fire-Rescue Department Monthly Report - February 2017
Attachments: [February 2017 Monthly Report](#)
- [CD 17-087](#) Assessing & GIS Department Report for February, 2017
Attachments: [AssessingGIS201702](#)
- [CD 17-088](#) Windham Public Library Monthly Report - February 2017
Attachments: [Monthly Report February 2017](#)
- [CD 17-089](#) Town Clerk's Monthly Report for February 2017
Attachments: [Town Clerk's Report for February 2017](#)
- [CD 17-097](#) Parks and Recreation Monthly Report - February 2017
Attachments: [Parks & Recreation Monthly Report February 2017](#)
- [CD 17-101](#) Windham Police Department Monthly Report - February 2017
Attachments: [Windham Police Department Monthly Report - Feb 2017](#)
- [CD 17-102](#) Public Works Monthly Report February 2017
Attachments: [Public Works Monthly Report - February 2017](#)
[Storm Reports Feb. 2017](#)
- [CD 17-105](#) Social Services Monthly Report - February 2017
Attachments: [Social Services Monthly Report - February 2017](#)
- [CD 17-106](#) Financial Reports
Attachments: [Appropriation Control Report](#)
[Revenue Control Report](#)

[CD 17-107](#) Code Enforcement Monthly Report - February 2017

Attachments: [Code Enforcement Monthly Report - February 2017](#)
[Permits To Date Fiscal Year Summary](#)
[Activity Report by Project Type February](#)
[Activity Report - By Violation Type](#)
[Impact Fees Collected February](#)
[Fiscal Year Activity Comparison February](#)

VII. Town Manager's Report.

[CD 17-108](#) Town Manager's Report.

Attachments: [Town Manager's Report 20170323](#)
[Projects & Issues List 20170323](#)
[Projects & Issues Sheets 20170323](#)

VIII. Committee Reports.

A. Council Subcommittees.

1. Appointments Committee.
2. Finance Committee.

B. Other Committees.

1. Parks & Recreation Advisory Committee.
2. Maintenance Facility Joint Project Team.
3. Wastewater Management Planning Advisory Committee.
4. Windham Economic Development Corporation

IX. PUBLIC HEARINGS.

[CD 17-103](#) To receive public comment on the revocation or suspension of a Recycler Permit issued to Roy Thistle at 971 River Road for failure to obtain a State of Maine recycler license pursuant to 29-A M.R.S.A. § 1101, which is required by 30-A M.R.S.A. § 3754-A(6).

Attachments: [Roy Thistle Application](#)
[BMV Notification](#)
[Owner Notification of March 28, 2017 Public Hearing](#)

X. CONSENT AGENDA.

[17-058](#) To find that the requirements of 28-A M.R.S.A. § 653 have been met and to approve an application submitted by Ken Ray d/b/a Dena's Lobster House & Tavern for a renewal Liquor License.

Attachments: [Cover Sheet 17-058](#)
[Dena's Lobster House & Tavern-Liq. renewal](#)

[17-059](#) To approve an application submitted by Ken Ray/Dena Withey d/b/a Dena's Lobster House & Tavern at 765 Roosevelt Trail for a renewal Special Amusement permit.

Attachments: [Cover Sheet 17-059](#)
[Dena's Lobster House & Tavern-Spec. Amusement renewal](#)

[17-065](#) To appoint Cameron Goodwin to a three-year term on the Energy Advisory Committee to expire August 15, 2020.

Attachments: [Cover Sheet 17-065](#)

[17-066](#) To appoint Bob Rosborough to a three-year term on the Library Board of Trustees to expire February 15, 2020.

Attachments: [Cover Sheet 17-066](#)

[17-067](#) To appoint Catherine Miller to a three-year term on the Library Board of Trustees to expire February 15, 2020.

Attachments: [Cover Sheet 17-067](#)

[17-068](#) To appoint Margaret Pinchbeck to a three-year term on the Planning Board to expire February 15, 2020.

Attachments: [Cover Sheet 17-068](#)

XI. UNFINISHED BUSINESS & GENERAL ORDERS.

[17-052](#) To approve amendments to the Land Use Ordinance, Chapter 140 of the Code of the Town of Windham, to allow accessory apartments to be contained within an accessory building to a single-family detached dwelling.

Attachments: [CoverSheet 17-052](#)
[PB Memo re. Accessory Apartments 20170126](#)

Postponed from February 28, 2017.

Legislative History

2/28/17 Town Council postponed

[17-060](#) To approve the July 1, 2017 to June 30, 2018 contract for services provided by the Animal Refuge League.

Attachments: [Cover Sheet 17-060](#)
[Animal Refuge League Renewal Letter](#)
[Animal Refuge League Contract](#)
[Animal Refuge League Kennel Statistics](#)

[17-061](#) To revoke or suspend the recycler permit issued to Roy Thistle at 971 River Road for failure to obtain a State of Maine recycler license pursuant to 29-A M.R.S.A. § 1101, which is required by 30-A M.R.S.A. § 3754-A(6).

Attachments: [Cover Sheet 17-061](#)
[Roy Thistle Application](#)
[BMV Notification](#)
[Owner Notification of March 28, 2017 Public Hearing](#)

[17-071](#) To refer amendments to the Land Use Ordinance, Chapter 140, Section 300 adding definitions relating to retail marijuana establishments as discussed at the Council meeting of March 21, 2017.

Attachments: [Cover Sheet 17-071](#)
[Retail Marijuana Establishments Amendments 20170303](#)

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 17-068](#) Community Center Survey Report & Discussion.

Attachments: [CoverSheet CD 17-068](#)
[Community Center Survey Results Summary](#)
[Community Center Survey Response Data](#)

8:00 p.m.

Public Comment.

[CD 17-069](#) Parks & Recreation Advisory Committee and Dundee Park Advisory Committee Charges.

Attachments: [CoverSheet CD 17-069](#)
[Dundee Park Advisory Committee Charge](#)
[Parks and Recreation Advisory Committee Charge](#)

8:30 p.m.

Public Comment.

XIII. Agendas & Scheduling.

[CD 17-109](#) Agenda Items Reports.

Attachments: [Agenda Items Report 20170323](#)
[Projects & Issues List 20170323](#)
[Projects & Issues Sheets 20170323](#)

XIV. ADJOURN.