



**Town of Windham**  
Office of the Town Manager  
8 School Road  
Windham, ME 04062

Anthony T. Plante, Town Manager  
atplante@windhammaine.us

207.892.1907 voice  
207.892.1910 fax

## MEMORANDUM

To : Town Council  
From : Anthony T. Plante, Town Manager *ATP*  
Date : August 24, 2018  
Re : Town Manager's Report

---

### Schedule.

M	August 27	6:00 p.m.	Council Special Meeting
T	August 28	7:00 p.m.	Council Meeting
M	September 3		Offices Closed (Labor Day)
T	September 4	7:00 p.m.	Council Meeting
T	September 11	7:00 p.m.	Council Meeting
T	September 18	7:00 p.m.	Council Meeting
T	September 25	7:00 p.m.	Council Meeting

### Scheduling Notes.

The Council chair called a special meeting for Friday, August 24, 2018 that was rescheduled to Monday, August 27, 2018 at 6:00 p.m.

### Report.

#### *Plan review.*

On July 26<sup>th</sup> and again on August 2<sup>nd</sup> I met with Dennis Brown, John MacKinnon, Amanda Lessard, and Jon Earle this morning. We are working on what amounts to a policy statement to incorporate into the Land Use Ordinance for site plan and subdivision applications expressing the intent to conduct higher intensity reviews of projects in lake and pond watersheds. It may also address the scope and nature of plan review, and when outside consultants (i.e. third parties) would be involved. We are working to finalize some proposed amendments for the Council's review.

Town Manager's Report  
August 24, 2018

Page **2** of **2**

*Maintenance facility:*

The pre-engineered building is still on schedule for September 7, water lines have been installed, force main from the septic system pump to the disposal field is in, two septic tanks are in, other piping, tanks, and drains are also in. The fuel island is being built, the wash bay is taking shape, and cold formed steel framing has started on the lower level. Slab placement, grading, and base paving are expected over the next three weeks.

A meeting has been scheduled to finalize the draft interlocal agreement and lease with the school district, which will then go to the RSU Board and Council for approval.

Another construction meeting is scheduled for September 5, 2018.

*Sprinkler Amendments.*

The Planning Board is scheduled to hold a public hearing on sprinkler requirements in the Land Use Ordinance at its meeting of August 27, 2018.

Please refer to the attached projects and issues list and individual project sheets for issues in addition to what I have highlighted above, and let me know if you have any questions.