

Town of Windham


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MEMO

To : Town Council
From : Anthony T. Plante, Town Manager 
Date : August 8, 2014
Re : Manager's Memo

Schedule.

T	August 12	7:00 p.m.	Council Meeting
T	August 19	6:00 p.m.	Council Special Meeting – Lowell Preserve (not televised)
T	August 26	6:00 p.m.	Council Special Meeting – Dundee Park Advisory Committee update (not televised)
T	August 26	7:00 p.m.	Council Meeting (time approximate following meeting at Dundee Park)
M	September 1		Offices Closed (Labor Day)
T	September 9	7:00 p.m.	Council Meeting
T	September 23	7:00 p.m.	Council Meeting
M	October 13		Offices Closed (Columbus Day)
T	October 14	7:00 p.m.	Council Meeting
T	October 28	7:00 p.m.	Council Meeting
T	November 4		Election Day
T	November 11		Office Closed – No Meeting (Veterans Day)
T	November 18	7:00 p.m.	Council Meeting (Council Rules Section 1)

Scheduling Notes.

Two special meetings are planned this month. On Tuesday, August 19th, at 6:00 p.m. the Council will meet at the East Windham Fire Station for a tour of the Lowell Preserve and areas that were harvested under the preserve's forest management plan last year. On Tuesday, August 26th, at 6:00 p.m. the Council will meet at Dundee Park for a cookout and an update on park operations from park staff and the Dundee Park Advisory Committee.

The appointments committee will meet Tuesday, August 12, 2014 at 6:30 p.m. in Conference Room 3 (second floor) to meet with applicants for the Dundee Park Advisory Committee and Public Easement Advisory Committee.

Report.

Tough Mudder Great Northeast 2014.

As previously reported, we want the Council and public to be aware that over the weekend of August 23-24 Sunset Ridge in Westbrook will host the "Tough Mudder Great Northeast 2014." (<https://toughmudder.com/events/2014-the-great-northeast>) The "Tough Mudder" is a military-style endurance obstacle course competition and is expected to attract about 8,000 people on Saturday, August 23, and 5,000 on Sunday, August 24. Though the event is in Westbrook, one of the two satellite parking locations will be in Windham, in a field adjacent to the Maine State Society for the Protection of Animals on River Road. We are working with officials from Westbrook and event organizers on traffic and other safety plans, as well as plans to notify the public in advance of the event to consider alternate routes.

Code and Public Works Software Implementation.

Attached are copies of schedules for implementation of new software for code enforcement, permits and inspections, and public works, all incorporating the town's geographic information system (GIS). Also attached is a copy of the email code enforcement director informing many area contractors and interested parties about the upcoming changes and next week's training sessions.

Where possible, code will still be accepting photo messages for some inspections and has been able to fit in inspections before the training starts on Monday and Tuesday, with more availability on Wednesday and Thursday. Alternatives to this training schedule would have cost more and taken longer, adding slightly to the length of time it would take to get the system operational.

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Information was sent out and others were told of the temporary change so they would have a chance to plan their work accordingly and try to minimize interruptions or lost time.

We recognize that there will be some degree of inconvenience resulting from this temporary schedule change. We encounter much the same issue any time one or more of our inspectors has to attend required training, another meeting, or is out sick or on vacation, but we expect the benefits of the new system to outweigh and outlast the inconvenience of this coming week.

Road Work.

Public works has continued its preparation of roads for paving. This week F.R. Carroll has been shimming and paving Whites Bridge Road. They will soon be moving to Falmouth Road between Nash Road and Albion Road, and then to Albion Road. Newhall Road received finish pavement earlier this season as a hold-over from last year's work. Estimating conservatively (i.e. slightly overestimating volumes) on roads done so far, we hope to be able to treat Route 302 from at least Varney Mill to Ward Road where the road surface has begun to break up.

Please let me know if you have any questions.