



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Agenda

### Town Council

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Tuesday, November 22, 2016

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 16-411](#)

To approve the minutes of the October 25, 2016 Council meeting.

**Attachments:**

[Minutes-Town Council-10-25-2016](#)

#### 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 16-392](#)

Code Enforcement Monthly Report - October 2016

**Attachments:**      [Code Enforcement Department Report October 2016](#)  
[Fiscal Year Activity Comparison](#)  
[Activity Report by Project Type Oct 2016](#)  
[Activity Report by Project Type Oct 2015](#)  
[Inspections Summary - By Project Type](#)  
[Activity Report - By Violation Type](#)  
[Impact Fees Collected](#)  
[Door Count Through October 2016](#)

[CD 16-394](#)      Windham Public Library Monthly Report - October 2016

**Attachments:**      [Windham Public Library Report - October 2016](#)

[CD 16-397](#)      Tax Collection Monthly Report - October 2016

**Attachments:**      [Tax Collection Monthly Report - October 2016](#)

[CD 16-401](#)      Assessing Monthly Report - October 2016

**Attachments:**      [Assessing GIS Monthly Report October 2016](#)

[CD 16-402](#)      Financial Reports

**Attachments:**      [Revenue Control Report](#)  
[Appropriation Control Report](#)

[CD 16-403](#)      Fire-Rescue Department Monthly Report - October 2016

**Attachments:**      [Fire-Rescue Monthly Report October 2016](#)

[CD 16-404](#)      Parks and Recreation Department Monthly Report - October 2016

**Attachments:**      [Parks and Recreation Monthly Report - October 2016](#)

[CD 16-405](#)      Windham Police Department Monthly Report - October 2016

**Attachments:**      [Windham Police Department Monthly Report - October 2016](#)

[CD 16-406](#)      Social Services Monthly Report - October 2016

**Attachments:**      [Social Services Monthly Report - October 2016](#)

[CD 16-408](#)      Planning Department Monthly Report - October 2016

**Attachments:**      [10-2016 Monthly Report](#)

[CD 16-410](#)      Public Works Department Monthly Report - October 2016

**Attachments:**      [Public Works Monthly Report - October 2016](#)

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

[CD 16-417](#) Town Manager's Report.

Attachments: [Town Manager's Report 20161117](#)  
[Projects & Issues List 20161117](#)  
[Projects & Issues Sheets 20161117](#)

**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.
5. Parks & Recreation Advisory Committee.

**IX. PUBLIC HEARINGS.**

*None.*

**X. CONSENT AGENDA.**

*None.*

**XI. UNFINISHED BUSINESS & GENERAL ORDERS.**

[16-206](#) To accept Harvest Hill Road as a public way as described in a warranty deed from Sebago Heights, LLC.

**Attachments:**     [TC memo SebagoHeights Phase3-4 PubAccept 11-7-16](#)  
[Request for Road Acceptance Phase 3 & 4 SH](#)  
[SEBAGO HEIGHTS PHASE 4 AS-BUILT 2016\\_10\\_17](#)  
[Sebago Heights Phase 3&4 Acceptance FR 2016-10-24](#)  
[Sebago Heights Phase 3&4 Acceptance FR 2016-11-04](#)

[16-207](#)                To extend winter maintenance to Harvest Hill Road from 71 Harvest Hill Road to 95 Harvest Hill Road (Phase 5 of the Sebago Heights Subdivision) pursuant to the Council's "Policy Regarding the Extension of Windham Maintenance on Public Easements."

**Attachments:**     [Request for Winter Easement Phase 5 SH](#)  
[Sebago Heights Amendment 2 217\\_7\\_18\\_2012](#)

[16-209](#)                To adopt an emergency ordinance establishing a moratorium on all proceedings, applications, and petitions for the development, including all relevant permits, of Retail Marijuana Establishments and Retail Marijuana Social Clubs.

**Attachments:**     [Retail Marijuana Establishment DRAFT Moratorium Ordinance Atty Rev 1115](#)

## **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 16-390](#)            WEDC Property and Mortgage Update.

**Attachments:**     [WEDC Town Council Anglers Road Update - 11 17 16](#)  
[Promissory Note](#)  
[Mortgage WEDC 2009 1231](#)  
[Warranty Deed R T Enterprises 2009 1230](#)  
[WEDC Lot Development 2016\\_6\\_14](#)

8:00 p.m.

*Public Comment.*

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

[CD 16-418](#)            Agenda Items Reports.

**Attachments:**     [Agenda Items Report 20161117](#)  
[Projects & Issues List 20161117](#)  
[Projects & Issues Sheets 20161117](#)

## **XIV. ADJOURN.**

