



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Agenda

Town Council

Tuesday, November 22, 2016

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 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.

