

# Town of Windham

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## MEMO

To : Town Council  
From : Anthony T. Plante, Town Manager  
Date : July 18, 2014  
Re : Manager's Memo



### Schedule.

|   |              |           |                               |
|---|--------------|-----------|-------------------------------|
| T | July 22      | 7:00 p.m. | Council Meeting               |
| T | August 12    | 7:00 p.m. | Council Meeting               |
| T | August 26    | 7:00 p.m. | Council Meeting               |
| 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               |

### Scheduling Notes.

The chairman has called a special meeting for 6:00 p.m. this coming Tuesday, July 22, 2014 before the regularly scheduled meeting. The purpose of the meeting is to meet with the planning board and town attorney to review the roles of the Council and planning board. A copy of the outline of topics to be discussed is included with the materials published for the special meeting.

The appointments committee meeting originally planned for July 22 has been rescheduled to August 12, 2014 at 6:00 p.m. due to the special meeting.

**Report.**

*North Windham Downtown Streetscape and Transportation Improvements PPI.*

As discussed in my report for, and at, the June 24 meeting the town submitted an application for Planning Partnership Initiative (PPI) funding from the Maine Department of Transportation (MDOT). The purpose of the application for funding is to continue transportation planning work along the Route 302 corridor through the North Windham area as part of the ongoing 21<sup>st</sup> Century Downtown effort. A copy of the application letter is attached.

*GPCOG Electric Vehicle Demonstration.*

Earlier this year the Greater Portland Council of Governments (GPCOG) acquired a Nissan Leaf, an all-electric vehicle, under a grant for a two year lease. GPCOG, in turn, has been making the car available to its member communities for a week at a time as a demonstration of electric vehicle (EV) technology. I made an initial contact with GPCOG about having the car in Windham; the planning department has since made the arrangements for us to have it from August 4<sup>th</sup> to 8<sup>th</sup>. We plan to use the car in a few different roles (code, planning, general use), but will also make it available to members of the Council to experience as well.

*Fuel Contracts.*

For the last few years the town has entered into fixed price contracts for motor fuels and heating fuel. Before that the town typically entered into contracts based on the daily wholesale price plus a fixed markup per gallon. On June 9<sup>th</sup> we locked in prices for unleaded gasoline (\$3.035), diesel fuel (\$3.20), and #2 heating fuel (\$3.16). In the recent GPCOG collective bid process for heating fuel, the range of fixed prices for different service areas was higher than Windham's, resulting in projected savings of approximately \$3,000. Overall, the prices are lower than budgeted and, though we won't know until late in the fiscal year, should contribute to these accounts coming in under budget.

*Tough Mudder Great Northeast 2014.*

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

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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.