



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Agenda

### Town Council

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Tuesday, August 26, 2014

7:00 PM

Council Chambers

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#### I. Roll Call of Members.

#### II. Pledge of Allegiance.

#### III. Minutes to be Approved:

[CD 14-260](#) To approve the minutes of the Council meeting of July 22, 2014.

**Attachments:** [Council Meeting Minutes 7-22-14](#)

[CD 14-288](#) To approve the minutes of the Council meeting of August 12, 2014.

**Attachments:** [Council Meeting Minutes 8-12-14](#)

#### 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 14-273](#) Windham Public Library Newsletter August 2014

**Attachments:** [Check It Out August 2014](#)

[CD 14-282](#) The Archangel Committee Summer 2014 Newsletter

**Attachments:** [Archangel Committee Newsletter](#)

[CD 14-287](#) Planning Board Agenda - August 25, 2014

**Attachments:** [Planning Board Agenda - August 25, 2014](#)

[CD 14-286](#) Monthly financial reports - FY '15

**Attachments:** [Appropriation & Revenue Control reports](#)

## VII. Town Manager's Report.

[CD 14-289](#) Town Manager's Report.

**Attachments:** [Town Manager's Report 20140822](#)  
[Council Goals 2014 Update 20140822](#)

## 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.

## IX. PUBLIC HEARINGS.

[CD 14-258](#) To receive comment on a new liquor license application submitted by Danielle DeSimon d/b/a Danielle's Sebago Diner.

**Attachments:** [Danielle's Sebago Diner Liquor License Application](#)

[CD 14-283](#) To receive public comment on the adoption of amendments to the Town's Land Use Ordinance, Chapter 140, Section 915 and Section 1001, to remove the limits on the number of building permits issued per year in subdivisions with more than 20 lots.

**Attachments:** [PB Recommendation to TC Section 915 - Building Permit Limits](#)

[CD 14-284](#) To receive public comment on the adoption of amendments to the Town's Land Use Ordinance, Chapter 140, Section 800, to allow the Staff Review Committee to review site plan applications for projects within approved subdivisions, and development of between 25,000 square feet and one (1) acre when no buildings are proposed.

**Attachments:** [PB Recommendation to TC Section 800 - Staff Review](#)

## X. CONSENT AGENDA.

[14-303](#) To find that the requirements of 28-A MRSA §653 have been met and to approve an application submitted by Joseph Ruggiero d/b/a Ruggiero's Pizza for a renewal liquor license.

**Attachments:** [14-303 CoverSheet](#)  
[Ruggiero's Liquor License Application](#)

[14-309](#) To approve an application for a motion picture theater license submitted by Milton Smith d/b/a Smitty's Cinema-Windham LLC at 795 Roosevelt Trail.

**Attachments:** [14-309 CoverSheet](#)  
[Smitty's Motion Picture License Application](#)

[14-322](#) To approve an application submitted by Northern New England Telephone Operations LLC and Central Maine Power Company to locate one (1) utility pole and cables and wires there on Collinwood Circle, approximately (130') southwesterly of Running Brook Rd.

**Attachments:** [14-322 CoverSheet](#)  
[Fair Point Pole Location](#)

## XI. UNFINISHED BUSINESS & GENERAL ORDERS.

[14-293](#) To find that the requirements of 28-A MRSA §653 have been met and to approve an application submitted by Danielle DeSimon d/b/a Danielle's Sebago Diner for a new liquor license.

**Attachments:** [14-293 CoverSheet](#)  
[Danielle's Sebago Diner Liquor License Application](#)

[14-297](#) To make appointments to boards and committees.

**Attachments:** [14-293 CoverSheet](#)

[14-308](#) To award a bid for the purchase of cardiac monitors, defibrillators, and brackets from ZOLL Medical Corporation and Bound Tree Medical for the total price of \$68,696.59, as outlined in the memo from Fire-Rescue Chief Charles Hammond dated August 13, 2014, such purchase to be reimbursed by the proceeds of a tax-exempt municipal lease-purchase agreement with annual payments to be made from capital equipment replacement funds, account 100-9110-44190.

**Attachments:** [14-308 CoverSheet](#)  
[AT & T Data Plan Rate Sheet](#)  
[Bound Tree Quote for Zoll Brackets](#)  
[Cardiac Monitor Memo](#)  
[FR-2015-003](#)  
[Physio Control Monitor tech support](#)  
[Zoll Monitor Defibrillator Purchase](#)  
[Zoll Quote](#)

[14-312](#) To approve amendments to the Town's Land Use Ordinance, Chapter 140, Section 915 and Section 1001, to remove the limits on the number of building permits issued per year in subdivisions with more than 20 lots.

**Attachments:** [14-312 CoverSheet](#)  
[PB recommendation toTC\\_Sec915\\_08-13-14\\_combined](#)

[14-313](#) To approve amendments to the Town's Land Use Ordinance, Chapter 140, Section 800, to allow the Staff Review Committee to review site plan applications for projects within approved subdivisions, and development of between 25,000 square feet and one (1) acre when no buildings are proposed.

**Attachments:** [14-313 CoverSheet](#)  
[PB recommendation toTC\\_Staff Review\\_08-13-14\\_combined](#)

[14-323](#) To approve an agreement between the Town of Windham and the Maine Department of Transportation (MDOT) for Municipal Partnership Initiative (MPI) funds to align and improve the intersection of Anglers Road, Whites Bridge Road, and Route 302.

**Attachments:** [14-323 CoverSheet](#)  
[MPI-Agreement Windham 20232.04](#)

[14-324](#)

To refer proposed amendments to the Land Use Ordinance, Chapter 140, regarding code enforcement officer interpretations and rockeries to the planning board for review and recommendation.

**Attachments:**[14-324 CoverSheet](#)[Chapter 140 Amendments Relative to Rockeries and Code Interpretation](#)**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 14-253](#)

Facilities Master Plan.

**Attachments:**[14-0818 Final Draft for Council Review \(12+ MB\)](#)

8:00 p.m.

*Representatives from SMRT will review their report on space needs analysis and facilities options as part of the Council's work to create a master plan for major municipal facilities.*

*Public Comment.*

[CD 14-240](#)

Windham Economic Development Corporation update.

**Attachments:**[WEDC Council Update 8-26-14](#)[GATEWAY NORTH TIF SUMMARY](#)[Gateway North TIF A and B](#)

9:00 p.m.

*WEDC representatives will update the Council on the corporation's work and a proposal for a new tax increment financing (TIF) district.*

*Public Comment.*

**XIII. Agendas & Scheduling.**[CD 14-290](#)

Agenda Items Report.

**Attachments:**[Agenda Items Report 20140822](#)**XIV. ADJOURN.**