



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Agenda

### Town Council

---

Tuesday, August 28, 2018

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 18-249 To approve the minutes of the August 7, 2018 Council meeting.

Attachments: [Minutes-Town Council-8-7-18](#)

#### 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 18-244 Southern Maine Agency on Aging Correspondence

Attachments: [SMAA Letter of Thanks](#)

[CD 18-252](#) The Opportunity Alliance - Letter of Appreciation

Attachments: [The Opportunity Alliance Letter of Thanks](#)

[CD 18-253](#) SARSSM Letter of Appreciation

Attachments: [SARSSM Letter of Thanks](#)

[CD 18-254](#) MaineHealth Care at Home Letter of Appreciation

Attachments: [MaineHealth Care at Home Letter of Thanks](#)

[CD 18-255](#) The Archangel Committee Newsletter

Attachments: [The Archangel Committee - Summer 2018 Newsletter](#)

[CD 18-256](#) Maine State Housing Authority Program Communication

Attachments: [Maine Housing Arsenic Abatement Program](#)

[CD 18-257](#) VNA Home Health Hospice Letter of Appreciation

Attachments: [VNA Home Health Hospice Thank You](#)

[CD 18-242](#) Town Clerk's Monthly Report - July 2018.

Attachments: [Town Clerk's Report-July 2018](#)

[CD 18-245](#) Fire-Rescue Department Monthly Report - July 2018

Attachments: [Fire-Rescue Monthly Report July 2018](#)

[CD 18-246](#) Windham Police Department Monthly Report - July 2018

Attachments: [Police Department Report - July 2018](#)

[CD 18-247](#) Public Works Department Monthly Report - July 2018

Attachments: [Public Works Monthly Report - July 2018](#)  
[July 2018 Mission.Success.Measurement Table](#)

[CD 18-248](#) Parks and Recreation Department Monthly Report - July, 2018

Attachments: [Parks and Recreation Monthly Report July2018](#)

[CD 18-251](#) Windham Public Library Monthly Report - July 2018

Attachments: [Library Monthly Report - July 2018](#)

[CD 18-258](#) Assessing & GIS Department Monthly Report - July 2018

Attachments: [Assessing & GIS Department July 2018](#)

[CD 18-260](#) Code Enforcement Monthly Report - July 2018

Attachments: [Monthly Report for July 2018](#)

## VII. Town Manager's Report.

[CD 18-261](#) Town Manager's Report.

Attachments: [Town Manager's Report 20180824](#)

[Projects & Issues List 20180828](#)

[Projects & Issues Sheets 20180828](#)

## VIII. Committee Reports.

### A. Council Subcommittees.

1. Appointments Committee.

2. Finance Committee.

### B. Other Committees.

1. Long Range Planning Committee.

2. Parks & Recreation Advisory Committee.

[CD 18-250](#) Parks and Recreation Advisory Committee Minutes - August, 2018

Attachments: [Parks & Rec Advisory Minutes August 13 2018](#)

3. Highland Lake Leadership Team.

*Meeting of August 23 postponed; being rescheduled to September.*

4. Shared Maintenance Facility Joint Project Team.

5. Windham Economic Development Corporation

*Board meeting September 12, 2018.*

6. Mineral Extraction Committee.

[CD 18-263](#) Mineral Extraction Committee meeting agenda - August 23, 2018

Attachments: [MEC Agenda 2018-08-23](#)

## 7. Private Roads ad hoc Committee.

[CD 18-264](#) Private Roads ad hoc Committee meeting agenda - August 15, 2018

Attachments: [PRC Ad Hoc 8-15-2018 with minutes](#)

**IX. PUBLIC HEARINGS.**

*None.*

**X. CONSENT AGENDA.**

*None.*

[18-156](#) To approve an application for a renewal motion picture theater license submitted by Smitty's Cinema-Windham LLC at 795 Roosevelt Trail.

Attachments: [Cover Sheet 18-156](#)

[Smitty's Motion Picture renewal](#)

[18-157](#) To approve an application submitted by the Lake Region Eagles Aerie #4352 located at 456 Roosevelt Trail for a renewal Special Amusement permit.

Attachments: [Cover Sheet 18-157](#)

[Lake Region Eagles-Renwal Sp. Amuse](#)

[18-158](#) To find that the requirements of 28-A M.R.S.A. § 653 have been met and to approve an application submitted by Lake Region Eagles #4352 for a renewal Liquor License.

Attachments: [Cover Sheet 18-158](#)

[Lake Region Eagles-Renewal Liquor Lic](#)

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

[18-151](#) To approve applications for property tax assistance pursuant to Chapter 112 of the Code of the Town of Windham, "Property Tax Assistance."

Attachments: [Cover Sheet 18-151](#)

[8\\_2018 Participants](#)

[Chapter 112 - Property Tax Assistance ADOPTED 20171010](#)

**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 18-259](#) Sprinkler System Requirements: State Regulations and Local Ordinances.

Attachments:

[Cover Sheet CD 18-259](#)  
[Sprinkler System Requirements Memo](#)  
[Fire Prevention Code - Chapter 95 \(2010\)](#)  
[Fire Prevention Code - Chapter 95](#)

7:45 p.m.

*Public Comment.*

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

[CD 18-262](#)      Agenda Items Reports.

Attachments:

[Agenda Items Scheduled 20180828](#)  
[Agenda Items to be Scheduled 20180828](#)  
[Projects & Issues List 20180828](#)  
[Projects & Issues Sheets 20180828](#)

### **XIV. ADJOURN.**