



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Agenda Town Council

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Tuesday, May 13, 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 14-126](#) To approve the minutes of the Special Council Meeting of April 16, 2014.

**Attachments:** [Special Council Meeting Minutes - April 16, 2014](#)

[CD 14-128](#) To approve the minutes of the Council Meeting of April 22, 2014.

**Attachments:** [Council Meeting Minutes - April 22, 2014](#)

### 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 14-119](#) Quarterly investment report - March 31, 2014

**Attachments:** [Investment Report - March 31, 2014](#)  
[Investment Detail - March 31, 2014](#)

[CD 14-127](#) Windham Historical Society budget request

**Attachments:** [Windham Historical Society budget request](#)

[CD 14-129](#) Check It Out - Library Newsletter - May

**Attachments:** [Check It Out - Library Newsletter - May](#)

[CD 14-130](#) Opportunity Alliance Public Notice

**Attachments:** [Opportunity Alliance Public Notice](#)

[CD 14-132](#) Department of Labor Inspection Follow-Up

**Attachments:** [Town Manager's Email Department of Labor Follow-Up](#)  
[Dept of Labor Letter](#)

[CD 14-134](#) Watershed Protection Grant thank you note from the Windham Land Trust

**Attachments:** [Windham Land Trust thank you note](#)

[CD 14-136](#) Grant application from the Energy Advisory Committee to Efficiency Maine for a Renewable Energy Demonstration Project consisting of a solar photovoltaic system on Town property near the skate park.

**Attachments:** [TC memo Demonstration grant 2014\\_05-08-14](#)  
[RFP\\_Renewable-Resource-RDD-Projects-3-7-2014-1\\_Town of Windham respo](#)

## VII. Town Manager's Report.

[CD 14-141](#) Town Manager's Report - May 9, 2014

**Attachments:** [Town Manager's Report 20140509](#)  
[PPH Article on Keddy Mill Superfund Listing 20140509](#)  
[NPL Letter of Support signed](#)  
[Department of Labor Letter 20140430](#)

## 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 14-109](#) To receive comment on a new liquor license application submitted by Kenneth Ray d/b/a Club 302 LLC.

**Attachments:** [Club 302 Liquor License Application](#)

[CD 14-146](#) To receive public comment on proposed amendments to the Town's Land Use Ordinance, Chapter 140, to consolidate the standards for Automobile Repair Facilities, and propose changes to the zoning districts in which auto repair, auto storage and small engine repair are allowed.

**Attachments:** [TC Auto Repair and Storage combined 05-08-14](#)

[CD 14-144](#) To receive public comment on a proposed amendment to the official Town of Windham zoning map, at the request of Kyle Rich, to rezone a 65,000 square foot portion of the property identified on Tax Map 14; Lot 17J, from Farm Residential (FR) to Residential Medium (RM) and Business and Professional Office Overlay (BPO), and to rezone a portion of Tax Map 50; Lot 1A from FR to RM.

**Attachments:** [PB recommendation to TC Rich request FR-RM 04-16-14 \(1\)](#)  
[PB memo Kyle Rich request FR-RM combined 03-20-14](#)

## **X. CONSENT AGENDA.**

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

[14-125](#) To find that the requirements of 28-A MRSA §653 have been met and to approve an application submitted by Kenneth Ray d/b/a Club 302 for a new liquor license.

**Attachments:** [Club 302 Liquor License Application](#)

- [14-146](#) To approve a liquor license application submitted by Sebago Lake Rotary Club for a fund-raising event to be held on May 29, 2014.
- Attachments:** [Sebago Lake Rotary Club Liquor License Application](#)
- [14-150](#) To approve a request from the Summerfest Committee to make charitable contributions in support of the Windham Primary School Playground and D.A.R.E. to Adventure.
- Attachments:** [Summerfest Committee Charitable Contribution Request Letter](#)
- [14-158](#) To approve one (1) application submitted by North East Ice Cream for a mobile food service unit license.
- Attachments:** [Northeast Ice Cream Mobile Food Application](#)
- [14-145](#) To appoint two delegates to the Greater Portland Council of Governments General Assembly.
- [14-151](#) To adopt a resolution in support of an amendment to Federal Emergency Management Agency winter storm reimbursement policy.
- Attachments:** [Resolution 14-151 on FEMA Winter Storm Policy](#)  
[Congressional Delegation Letter to FEMA 20140225](#)
- [14-164](#) To approve changes to the Land Use Ordinance related to standards for Automotive Repair Services and Automobile Storage Lots.
- Attachments:** [TC Auto Repair and Storage combined 05-08-14](#)
- [14-123](#) To adopt an amendment to the official Town of Windham zoning map, at the request of Kyle Rich, to rezone a 65,000 square foot portion of the property identified on Tax Map 14; Lot 17J, from Farm Residential (FR) to Residential Medium (RM) and Business and Professional Office Overlay (BPO), and to rezone a portion of Tax Map 50; Lot 1A from FR to RM.
- Attachments:** [PB recommendation to TC Rich request FR-RM 04-16-14](#)  
[PB memo Kyle Rich request FR-RM combined 03-20-14](#)
- [14-163](#) To refer a zoning amendment request from R & T Enterprises, LLC to rezone a property on Sandbar Road identified on Tax Map 18; Lot 31C, from Commercial 1 (C-1) to Medium-Density Residential (RM), to the Planning Board for review and recommendation.
- Attachments:** [TC memo Vance request C1-RM memo 05-08-14](#)  
[Vance request C1-RM TC packet combined 04-17-14](#)

## 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 14-104](#) The Council will hear a presentation on and discuss principles and uses of tax-increment financing (TIF) with Jim Damcic of Camoin Associates.

**Attachments:** [Windham - TIF Overview](#)

8:00 p.m.

*Public Comment.*

[CD 14-140](#) The Council will discuss a partial release of the mortgage on WEDC's Anglers Road property as part of a proposed sale, payment of a portion of the outstanding loan, and the use of those proceeds for the Anglers Road intersection improvements.

8:45 p.m.

*Public Comment.*

[CD 14-096](#) The Council will review proposed changes to building and other permit fees.

**Attachments:** [Permit Fee Proposal Memo](#)  
[FEE 2013 WORKING COPY](#)

9:15 p.m.

*Public Comment.*

[CD 14-120](#) The Council will discuss an agreement with the Little Sebago Lake Association to allow the Association to purchase fuel from the Town solely for its use in safety patrols and milfoil eradication efforts.

**Attachments:** [Memo on LSLA Fuel Agreement 20140509](#)  
[Agreement with Little Sebago Lake Association 20120509](#)  
[LSLA Agreement \(original draft\)](#)

9:45 p.m.

*Public Comment.*

[CD 14-112](#) To discuss the search processes for the positions of police chief and fire-rescue chief.

10:00 p.m.

*Public Comment.*

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

[CD 14-143](#) Agenda Items Report.

**Attachments:** [Agenda Items Report 20140509](#)

### **XIV. ADJOURN.**

