



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Cover Sheet

File Number: 18-127

**Agenda Date:** 6/26/2018

**Version:** 1

**Status:** Agenda Ready

**In Control:** Town Council

**File Type:** Order

### I. Council Action Requested.

To amend the town's personnel policies by deleting Article VIII, Section 11, "Council-Staff Communications" in its entirety.

### II. Basis for Council Action.

Council approval of this item is required because;

- a. Article III, Section 2(A)(10) of the Charter requires the Town Manager to "prepare an Administrative Code, submit it to the Council and be responsible for its administration after adoption by the Council," and
- b. This order would amend the town's personnel policies, effectively part of its administrative code.

### III. Issue Summary.

Please refer to the attached copy of the town's personnel policies in mark-up format showing the deletion of Article VIII, Section 11, "Council-Staff Communications" in its entirety.