



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Agenda

Town Council

Tuesday, January 9, 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 18-004](#) To approve the minutes of the December 19, 2017 Council meeting (postponed from December 12, 2017).

Attachments: [Minutes-Town Council-12-19-2017](#)

[CD 18-007](#) To approve the minutes of the January 2, 2018 Council meeting.

Attachments: [Minutes-Town Council-1-2-2018](#)

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 17-373](#) Maine Public Correspondence
Attachments: [Maine Public Support Request](#)
- [CD 17-374](#) The American Legion Field-Allen Post 148 Correspondence
Attachments: [Vietnam War 50th Anniversary Program](#)
- [CD 17-375](#) Maine Municipal Association Correspondence
Attachments: [Workers Compensation Fund Membership Report](#)
- [CD 17-376](#) VNA Home Health Hospice Correspondence
Attachments: [VNA Home Health Hospice Thank You](#)
- [CD 17-377](#) ecomaine Annual Report FY17
Attachments: [ecoMaine Annual Report 2017](#)
- [CD 17-378](#) Presumpscot River Settlement Agreement
Attachments: [Saccarappa Hydropower Project](#)
- [CD 17-379](#) MaineHealth Care at Home Report
Attachments: [Report to the Community 2017](#)
- [CD 18-003](#) Windham Public Library Newsletter -January 2018
Attachments: [Check It Out - January 2018](#)
- [CD 17-385](#) Parks and Recreation Department Monthly Report - November, 2017
Attachments: [Monthlyreportsnovember2017](#)
[Jan Feb 18](#)
[2018 Winterfest Flyer](#)
- [CD 17-387](#) Public Works Department Monthly Report - November 2017
Attachments: [Windham Public Works - November 2017 Monthly Report](#)
- [CD 17-388](#) Social Services Monthly Report - November 2017
Attachments: [Social Services Monthly Report - November 2017](#)
- [CD 18-008](#) Financial Reports - November 2017
Attachments: [YTD Budget Report](#)
[Revenue Report](#)

VII. Town Manager's Report.

[CD 18-009](#) Town Manager's Report.

Attachments: [Town Manager's Report 20180105](#)
[Projects & Issues List 20180105](#)
[Projects & Issues Sheets 20180105](#)

VIII. Committee Reports.

The Council Chair will ask for reports from Council subcommittees and other Council appointed committees at this time.

A. Council Subcommittees.

1. Appointments Committee.
2. Finance Committee.

B. Other Committees.

1. Long Range Planning Committee.
2. Parks & Recreation Advisory Committee.
3. Public Easement Advisory Committee.
4. Highland Lake Leadership Team.
5. Shared Maintenance Facility Joint Project Team.
6. Windham Economic Development Corporation.
7. Wastewater Management Planning Advisory Committee.

IX. PUBLIC HEARINGS.

[CD 17-389](#) To receive public comment on a new liquor license application submitted by Jordan Bay Enterprises d/b/a Kelley's Sebago Diner.

Attachments: [Kelley's Sebago Diner-new Liquor](#)

[CD 18-006](#) To receive public comment on a proposed zone change request from Bryan Mills to amend the official Town of Windham zoning map, to rezone a portion of a property on River Road identified on Tax Map 5, Lot 1-1, from Farm Residential (FR) to Medium-Density Residential (RM).

Attachments: [PB recommendation to TC River Road FR-RM 11-17-17](#)
 [Zone Change Application - TM 5 L1-1 - 2017 10 10](#)

X. CONSENT AGENDA.

[18-001](#) To appoint Barb Maurais to the Summerfest Organizing Committee.

Attachments: [Cover Sheet 18-001](#)

[18-002](#) To appoint Griffin Bourassa to a three-year term on the Planning Board, to expire February 15, 2021.

Attachments: [Cover Sheet 18-002](#)

[18-004](#) To find that the requirements of 28-A M.R.S.A. § 653 have been met and to approve an application submitted by Smoke This Two, LLC d/b/a Buck's Naked BBQ for a renewal liquor license.

Attachments: [Cover Sheet 18-004](#)
 [Buck's Naked BBQ Renewal Liquor Lic.](#)

[18-006](#) To approve an application submitted by Smoke This Two, LLC d/b/a Buck's Naked BBQ located at 4 Turning Leaf Drive for a renewal special amusement permit.

Attachments: [Cover Sheet 18-006](#)
 [Buck's Naked BBQ Renewal Special Amuse.](#)

[18-007](#) To approve applications for coin-operated device licenses submitted by JMA Enterprises Inc. d/b/a Pat's Pizza for 8 devices.

Attachments: [Cover Sheet 18-007](#)
 [Pat's Pizza - 8 Coin-ops](#)

[18-008](#) To approve applications for coin-operated device licenses submitted by Dena's Lobster House and Tavern for 7 devices.

Attachments: [Cover Sheet 18-008](#)
 [Dena's Lobsterhouse & Tavern-7 Coin-ops](#)

[18-009](#) To approve applications for coin-operated device licenses submitted by Roy Moore d/b/a Seacoast Park for 3 devices.

Attachments: [Seacoast Park - 3 Coin-ops](#)
 [Cover Sheet 18-009](#)

XI. UNFINISHED BUSINESS & GENERAL ORDERS.

[17-243](#) To accept Twoey Drive as a public way as described in a warranty deed from Design Dwellings, Inc. and Susan Duchaine, LLC.

Attachments: [Cover Sheet 17-243](#)
[TC memo TwoeyDrive PubAccept 12-15-17](#)
[Twoey Drive acceptance request_packet](#)
[Valley View - Status FR 12-11-2017](#)
[Valley View FR 2017-07-12](#)

[17-245](#) To find that the requirements of 28-A M.R.S.A. § 653 have been met and to approve an application submitted by Jordan Bay enterprises d/b/a Kelley's Sebago Diner for a new liquor license.

Attachments: [Cover Sheet 17-245](#)
[Kelley's Sebago Diner-new Liquor](#)

[18-005](#) To approve a proposed zone change request from Bryan Mills to amend the official Town of Windham zoning map, to rezone a portion of a property on River Road identified on Tax Map 5, Lot 1-1, from Farm Residential (FR) to Medium-Density Residential (RM).

Attachments: [Cover Sheet 18-005](#)
[PB recommendation to TC River Road FR-RM 11-17-17](#)
[Zone Change Application - TM 5 L1-1 - 2017 10 10](#)

[17-225](#) To enter into executive session under 1 M.R.S.A. §405(6)(E) for the purpose of receiving a legal update from the town attorney, and under 1 M.R.S.A. §405(6)(A) for the purpose of discussing performance evaluations.

Attachments: [Cover Sheet 17-225](#)

XII. Discussion Items.

None.

XIII. Agendas & Scheduling.

[CD 18-010](#) Agenda Items Reports.

Attachments: [Agenda Items Report 20180105](#)
[Projects & Issues List 20180105](#)
[Projects & Issues Sheets 20180105](#)

XIV. ADJOURN.