



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Agenda

### Town Council

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Tuesday, January 13, 2015

7:00 PM

Council Chambers

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#### 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 15-009](#) To approve the minutes of the December 23, 2014 Council meeting.

Attachments: [Minutes - 12-23-2014.pdf](#)

[CD 15-010](#) To approve the minutes of the January 6, 2015 Council special meeting.

Attachments: [Minutes-Special -1-6-2015.pdf](#)

#### 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 15-001](#) Cumberland County Commissioners' Meeting Minutes  
**Attachments:** [November 10, 2014 Meeting Minutes](#)
- [CD 15-003](#) Maine Development Foundation Report  
**Attachments:** [Making Maine Work: Preparing Maine's Workforce](#)
- [CD 15-006](#) Comprehensive Planning Process Update - Q4 2014  
**Attachments:** [Q4 2014 progress\\_Comp Plan Update](#)
- [CD 15-008](#) Windham Public Library Newsletter  
**Attachments:** [Windham Public Library Newsletter January 2015](#)
- [CD 14-428](#) Town Clerk's Monthly Report - November 2014  
**Attachments:** [Town Clerk November Report.pdf](#)
- [CD 15-005](#) Parks and Recreation Department December Monthly Report  
**Attachments:** [Monthly Report December 2014](#)

**VII. Town Manager's Report.**

- [CD 15-013](#) Town Manager's Report.  
**Attachments:** [Town Manager's Report 20150109](#)  
[14-0905 Final Report](#)  
[Public Safety Estimate Option E](#)  
[11x17 13137 Public Safety Opt E](#)

**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 15-004](#) To receive public comments on the designation of proposed Development District #4, the Gateway North A Infrastructure Omnibus Municipal Tax Increment Financing District (the "District") and the adoption of a Development Program for the said District, pursuant to the provisions of Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended.

**Attachments:** [Gateway North Development Program](#)  
[Gateway North Exhibit A-1](#)  
[Gateway North Exhibit A-2](#)  
[Gateway North Exhibit C TIF Estimates and Tax Shifts](#)

## X. CONSENT AGENDA.

[15-003](#) To find that the requirements of 28-A MRSA § 653 have been met and to approve an application submitted by Smoke This Two, LLC d/b/a Buck's Naked BBQ & Steakhouse for a renewal liquor license.

**Attachments:** [15-003CoverSheet](#)  
[Buck's Naked BBQ-Liquor renewal.pdf](#)

[15-004](#) To approve a Victualer's permit application submitted by Momentum Inc. d/b/a Bomb Diggity Bakery & Café, located at 781 Roosevelt Trail.

**Attachments:** [15-004 CoverSheet](#)  
[Victualer's-Bomb Diggity Bakery & Cafe.pdf](#)

[15-005](#) To grant a blanket letter of approval to the Lake Region Eagles #4352 for its application for licenses to conduct games of chance, i.e. Sealed Tickets, Dice, Pot of Gold, Cards, Poker and Wheel at the Lake Region Eagles Club located at 456 Roosevelt Trail, Windham, ME for the period of February 1, 2015 to January 31, 2016.

**Attachments:** [Lake Region Eagles-Games of Chance.pdf](#)

[15-008](#) To approve an application for coin-operated device licenses submitted by JMA Enterprises Inc. d/b/a Pat's Pizza for 11 machines.

**Attachments:** [15-008 CoverSheet](#)  
[Coin-op - Pat's Pizza.pdf](#)

[15-009](#) To approve an application for a coin-operated device license submitted by Milton S. Smith d/b/a Smitty's Cinema-Windham, LLC for 7 machines.

**Attachments:** [15-009 CoverSheet](#)  
[Coin-op - Smitty's Cinema.pdf](#)

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

[14-458](#) To approve the designation of Development District #4, the Gateway North A Infrastructure Omnibus Municipal Tax Increment Financing District (the "District") and the adoption of a Development Program for the said District, pursuant to the provisions of Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended.

**Attachments:** [14-458 CoverSheet](#)  
[Gateway North Development Program](#)  
[Gateway North Exhibit A-1](#)  
[Gateway North Exhibit A-2](#)  
[Gateway North Exhibit C TIF Estimates and Tax Shifts](#)

[15-001](#) To appoint a registrar of voters to serve a two-year term.

**Attachments:** [15-001 CoverSheet](#)  
[Appointment of Registrar of Voters.pdf](#)

## **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 14-385](#) Fireworks: discussion of any recent incidents, complaints, or concerns and whether to change the Town's posture with regard to regulating the use of consumer fireworks.

*8:00 p.m.*

*Public Comment.*

[CD 14-444](#) Council Vacancy Process: discussion about how to proceed with filling a vacancy on the Town Council.

**Attachments:** [Charter](#)  
[Legal Opinion](#)

8:15 p.m.

*Public Comment.*

[CD 15-002](#) Council Goals: discussion of specific tasks and timelines for making progress on the Council's goals for 2015.

**Attachments:** [Council Goals 2015 DRAFT 20150113](#)  
[Council Goals 2015 DRAFT 20141204](#)  
[Council Goals 2015 DRAFT 20150113 Updated](#)

8:45 p.m.

*Public Comment.*

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

[CD 15-014](#) Agenda Items Reports

**Attachments:** [Agenda Items Report - Scheduled Items 20150109](#)  
[Agenda Items Report - Items Yet to be Scheduled 20150109](#)

### **XIV. ADJOURN.**