



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Agenda Town Council

Tuesday, May 27, 2014

7:00 PM

Council Chambers

I. Roll Call of Members.

II. Pledge of Allegiance.

III. Minutes to be Approved:

[CD 14-166](#) To approve the Council Minutes from the May 13, 2014 meeting.

Attachments: [Draft Council Minutes-5-13-2014](#)

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 14-135](#) Windham Public Library April 2014 monthly report

Attachments: [Windham Public Library April 2014 monthly report](#)

[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](#)

[CD 14-138](#) Code Enforcement Monthly Report - April 2014

Attachments: [Code Enforcement Report April 2014](#)
[Inspection history with Staffing Current](#)
[Permit history with Staffing Current](#)

[CD 14-139](#) Parks and Recreation Department Monthly Report April 2014

Attachments: [Monthly report April 2014 \(Autosaved\)](#)

[CD 14-145](#) Cumberland County Commissioners' Meeting Minutes of April 7, 2014

Attachments: [Cumberland County Commissioners Meeting Minutes of 4-7-14](#)

[CD 14-147](#) Citizen Request for Signage

Attachments: [Letter from Ken Brann requesting 'no engine brake' signs on Route 202](#)

[CD 14-149](#) Social Services Report Monthly Report - April 2014

Attachments: [Social Services Monthly Report - April 2014](#)

[CD 14-150](#) Public Works Department Monthly Report - April 2014

Attachments: [Public Works Department Monthly Report - April 2014](#)

[CD 14-155](#) Town Clerk's Monthly Report - April 2014

Attachments: [Town Clerk's Monthly Report - April 2014](#)

[CD 14-158](#) Tax Collection Monthly Report - April 2014

Attachments: [Tax Collection Monthly Report - April 2014](#)

[CD 14-159](#) Lincoln Field update 2014

Attachments: [Lincoln field council memo 2014](#)

[CD 14-160](#) Planning Department Monthly Report - April 2014

Attachments: [Planning Board Monthly Report - April 2014](#)

[CD 14-162](#) Public Works Cumberland County Plow Rodeo Results

Attachments: [2014 Highway Congress RoadEO](#)

[CD 14-167](#) Memo from Planner Amanda Lessard regarding proposed ordinance amendments to Planning Board and Zoning Board of Appeals application deadline changes going to the Planning Board for review and recommendation.

Attachments: [TC Memo Submission Deadline Amendment 05-22-14 combined](#)

VII. Town Manager's Report.

[CD 14-164](#) Town Manager's Report - May 21, 2014

Attachments: [Town Manager's Report 20140521](#)

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

IX. PUBLIC HEARINGS.

[CD 14-142](#) To receive public comment on the proposed FY 2014-2015 municipal budget.

Attachments: [Budget Transmittal](#)
[1000 Administrative Services](#)
[2000 Public Works Services](#)
[3000 Police Services](#)
[4000 Fire Rescue Services](#)
[5000 Recreation and Cultural Services](#)
[6000 Property and Inspection Services](#)
[7000 Town Clerk Services](#)
[8000 Social Services](#)
[9000 Capital Outlay and Fixed Charges](#)
[9900 Contingency](#)
[Object Summary](#)
[Appendices](#)

X. CONSENT AGENDA.

[14-159](#) To set poll hours and polling location for the June 10, 2014 State Primary & RSU14 Budget Validation Election as 7:00 a.m. to 8:00 p.m. at the Windham High School's Auxiliary Gym.

Attachments: [CoverSheet 14-159](#)

[14-160](#) To approve the Town Clerk's roster of Warden and Deputy Warden for the June 10, 2014 election: For districts 24 and 25, warden Marcia Blanchard, and deputy warden Paulette Shepard.

Attachments: [CoverSheet 14-160](#)

[14-161](#) To set the date and time for extended hours of the Registrar of Voters as 4:00 to 7:00 p.m. on June 4, 2014.

Attachments: [CoverSheet 14-161](#)

[14-188](#) To find that the requirements of 28-A MRSA §653 have been met to approve an application submitted by Windham House of Pizza d/b/a Rose's Italian Restaurant for a renewal liquor license.

Attachments: [CoverSheet 14-188](#)
[Rose's Liquor License Renewal](#)

[14-189](#) To find that the requirements of 28-A MRSA §653 have been met and to approve an application submitted by Treblig Enterprises and James Gilbert d/b/a Gilberts Chowder House II for a renewal liquor license.

Attachments: [CoverSheet 14-189](#)
[Gilbert's Chowder House Liquor License Renewal](#)

[14-191](#) To approve applications for renewal Victualer's permits.

Attachments: [CoverSheet 14-191](#)
[Victualers Permits for 2014-2015](#)

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: [CoverSheet 14-125](#)
[Club 302 Liquor License Application](#)

Legislative History

5/13/14 Town Council postponed

[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: [CoverSheet 14-150](#)
[Summerfest Committee Charitable Contribution Request Letter](#)

Legislative History

5/13/14 Town Council postponed

[14-158](#) To approve one (1) application submitted by North East Ice Cream for a mobile food service unit license.

Attachments: [CoverSheet 14-158](#)
[Northeast Ice Cream Mobile Food Application](#)
[North East Ice Cream background check](#)

Legislative History

5/13/14 Town Council postponed

[14-171](#) To approve a municipal services budget for fiscal year 2014-2015.

Attachments: [CoverSheet 14-171](#)
[Budget Transmittal](#)
[1000 Administrative Services](#)
[2000 Public Works Services](#)
[3000 Police Services](#)
[4000 Fire Rescue Services](#)
[5000 Recreation and Cultural Services](#)
[6000 Property and Inspection Services](#)
[7000 Town Clerk Services](#)
[8000 Social Services](#)
[9000 Capital Outlay and Fixed Charges](#)
[9900 Contingency](#)
[Object Summary](#)
[Appendices](#)

[14-172](#) To approve the warrant for the 2014 town meeting.

Attachments: [CoverSheet 14-172](#)
[Warrant for June 2014 Town Meeting](#)

[14-180](#) To make appointments to boards and committees.

Attachments: [CoverSheet 14-180](#)

[14-185](#) To approve a partial release of the mortgage on property owned by the Windham Economic Development Corporation.

Attachments: [CoverSheet 14-185](#)
[WEDC Partial Mortgage Release Letter from Ken Cole 20140519](#)
[Order 09-186 Materials](#)
[WEDC Council cover letter Anglers Road mortgage partial release Momentum](#)
[Momentum P and S](#)
[Momentum conveyance](#)

[14-190](#) To countersign the Regional School Unit No. 14 warrant calling a regional school unit budget referendum to be held on June 10, 2014.

Attachments: [CoverSheet 14-190](#)
[Countersigned Warrant-Municipal-RSU](#)

[14-193](#)

To approve the July 1, 2014 to June 30, 2015 contract for services provided by the Animal Refuge League.

Attachments:

[CoverSheet 14-193](#)

[Animal Refuge League contract](#)

XII. Agendas & Scheduling.

[CD 14-169](#)

Agenda Items Report

Attachments:

[Agenda Items Report 20140522](#)

XIII. ADJOURN.