



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Agenda Town Council

Tuesday, April 22, 2014

7:00 PM

Council Chambers

I. Roll Call of Members.

II. Pledge of Allegiance.

III. Minutes to be Approved:

[CD 14-108](#) Minutes of the April 8, 2014 Meeting.

Attachments: [Minutes of the April 8, 2014 Council Meeting](#)

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 14-080](#) Planning Department Monthly Report - March 2014

Attachments: [Planning Department Monthly Report - March 2014](#)

[CD 14-085](#) Public Works Monthly Report - March 2014

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

- [CD 14-086](#) Social Services Report - March 2014
Attachments: [2014 March Social Services Report](#)
- [CD 14-087](#) Tax Collection/Motor Vehicle Monthly Report - March 2014
Attachments: [Tax Collection Monthly Report March 2014](#)
- [CD 14-088](#) Storm Reports - March 5, 11, and 12, 2014
Attachments: [Storm Report - March 5](#)
[Storm Report - March 11](#)
[Storm Report - March 12](#)
- [CD 14-089](#) Maine Public Employees Retirement System reporting changes
Attachments: [Maine Public Employees Retirement System reporting changes](#)
- [CD 14-090](#) Cumberland County Commissioners' Meeting Minutes of March 10, 2014
Attachments: [3-10-14 Approved Minutes](#)
- [CD 14-091](#) Cumberland County Commissioners' Conference Call Minutes of March 14, 2014
Attachments: [3-14-14 Minutes of Conference Call](#)
- [CD 14-093](#) Windham Public Library Monthly Report - March 2014
Attachments: [Windham Public Library Monthly Report - March 2014](#)
- [CD 14-095](#) Code Enforcement Monthly Report - March 2014
Attachments: [Code Enforcement Report March 2014](#)
[Permits Issued - Fiscal 2013-2014](#)
- [CD 14-097](#) Assessor's Monthly Report - March 2014
Attachments: [Assessor's monthly report - March 2014](#)
- [CD 14-099](#) Fire-Rescue Monthly Report - March 2014
Attachments: [Fire-Rescue Incidents Report - March 2014](#)
[Fire-Rescue Monthly Report - March 2014](#)

[CD 14-102](#) Monthly financial reports & quarterly variance analyses as of April 7, 2014

Attachments: [Appropriation Control Report - Period 9](#)
[Quarterly appropriations variance analyses](#)
[Revenue Control Report - Period 9](#)
[Quarterly revenue variance analysis](#)

[CD 14-103](#) Town Clerk's Monthly Report - March 2014

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

[CD 14-105](#) Urban Runoff 5K Race & Walk

Attachments: [Urban Runoff 5K Race and Walk Poster](#)

[CD 14-111](#) Spring 2014 Leaf and Brush Disposal Notice

Attachments: [Spring 2014 Leaf and Brush Notice](#)

[CD 14-115](#) Police Department 2Q Performance Measurement Memo

Attachments: [Police Department 2Q Performance Measurement Memo](#)

[CD 14-117](#) 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).

Attachments: [R&T Rezoning Request Planning Department Memo - April 17, 2014](#)

VII. Town Manager's Report.

[CD 14-113](#) Town Manager's Report - April 17, 2014

Attachments: [Town Manager's Report 20140417](#)
[April 3, 2014 ICMA PowerPoint Slides - How to Hire a Police or Fire Chief](#)

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 14-110](#) To receive comment on a new special amusement permit application submitted by Kenneth Ray d/b/a Club 302 LLC.

Attachments: [Special Amusement Permit Application - Club 302 LLC](#)

X. CONSENT AGENDA.

XI. UNFINISHED BUSINESS & GENERAL ORDERS.

[14-092](#) To approve amendments to the Floodplain Management Ordinance, Chapter 98, to add citations to additional map references. (Original order 14-035 postponed March 11, 2014 pending receipt of information regarding the benefits of the National Flood Insurance Program and proposed changes to flood insurance rate maps, which will occur at the meeting of April 22, 2014.)

Attachments: [14-035 Floodplain Ordinance Amendment](#)

[14-095](#) To approve applications for watershed protection grants, such funding to be paid from fiscal year 2013-2014 watershed protection funds in account 100-1150-44070.

Attachments: [Collins Pond Improvement Association Grant Application](#)

[Little Sebago Lake Association Grant Application](#)

[Windham Land Trust Grant Application](#)

[Windham Land Trust Report on Sewage Sniffing Dogs](#)

[Windham Land Trust 2013 Report of Watershed Protection](#)

[Windham Land Trust 2013 Watershed Budget report](#)

[14-099](#) To make appointments to boards and committees.

[14-103](#) To approve a victualer's permit application submitted by Michael Hoglund on behalf of Painted Turtle d/b/a Country Side Butchers, located at 771 Roosevelt Trail.

Attachments: [Painted Turtle-Country Side Butchers](#)

[Certificate of Association-Painted Turtle](#)

[14-104](#) To approve an agreement between the Town of Windham and the Maine Department of Transportation (MDOT) to issue a construction overlimit permit to the contractor providing construction services for Project No: STP-1121(910)X, located on River Road, beginning at the intersection of Route 202 and extending northerly 6 miles to the intersection of Route 302.

Attachments: [MDOT Overlimit Permit Request for River Road](#)

[14-108](#) To approve a mutual aid agreement for emergency services to aid with public safety emergencies, pursuant to 30-A M.R.S.A. §3156, with the Town of Gray, and to authorize the town manager to sign the agreement on behalf of the town.

Attachments: [Town of Gray Mutual Aid Agreement](#)

[14-109](#) To approve the July 1, 2014 to June 30, 2015 contract for services provided by the Animal Refuge League.

Attachments: [Animal Refuge League Contract Renewal 2015](#)

[14-119](#) To approve a victualer's permit application submitted by Kenneth Ray d/b/a club 302 LLC, located at 765 Roosevelt Trail.

Attachments: [Club 302 Victualer's Permit Application](#)

[14-122](#) To approve a mutual aid agreement for emergency services to aid with public safety emergencies, pursuant to 30-A M.R.S.A. §3156, with the Town of Standish, and to authorize the town manager to sign the agreement on behalf of the town.

Attachments: [Town of Standish Mutual Aid Agreement](#)

[14-126](#) To approve an application submitted by Kenneth Ray d/b/a Club 302 LLC for a new special amusement permit.

Attachments: [Special Amusement-Club 302 LLC](#)

[14-127](#) To approve applications for coin-operated device licenses submitted by Kenneth Ray d/b/a Club 302 LLC, (15 devices).

Attachments: [Club 302-Coin-op](#)

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 14-075](#) To confirm tasks for the Land Use Ordinance Committee (LUOC).

Attachments: [LUOC ordinance priorities_03-25-14](#)
[TC approved staff prioritization 9-24-13](#)

9:00 p.m.

Public Comment.

[CD 14-078](#) The Council will discuss proposed amendments to the Land Use Ordinance with regard to standards for Automotive Repair Services and Automobile Storage Lots.

Attachments: [Auto Repair and Storage Lots](#)

9:30 p.m.

Public Comment.

XIII. Agendas & Scheduling.

[CD 14-114](#) Agenda Items Report - April 17, 2014

Attachments: [Agenda Items Report - April 17, 2014](#)

XIV. ADJOURN.