



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Agenda

### Town Council

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Tuesday, August 9, 2016

7:00 PM

Council Chambers

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#### I. Roll Call.

#### 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 16-285](#)

To approve the Town Council Minutes of July 26, 2016.

**Attachments:**

[Minutes - Town Council - 7-26-2016.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 16-289](#) Windham Public Library Newsletter - August 2016

Attachments: [Windham Public Library Newsletter Aug 2016](#)

[CD 16-275](#) Planning Department Monthly Report - June 2016

Attachments: [06-2016 Monthly Report](#)

[CD 16-286](#) Investments - June 30, 2016

Attachments: [Investments - June 30 2016](#)

[CD 16-292](#) Carryover Balances - FY 16

Attachments: [Carryover Balances - FY 16](#)

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

[CD 16-293](#) Report from the Assistant Town Manager

Attachments: [Report 2016 0805](#)

## **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. Parks and Recreation Advisory Committee.

## **IX. PUBLIC HEARINGS.**

## **X. CONSENT AGENDA.**

[16-131](#) To find that the requirements of 28-A M.R.S.A. § 653 have been met and to approve an application submitted by Apple New England, LLC d/b/a Applebee's Neighborhood Grill & Bar for a renewal liquor license.

**Attachments:** [16-131 Cover Sheet](#)  
[Applebee's Liquor License Renewal.pdf](#)

[16-133](#) To find that the requirements of 28-A M.R.S.A. § 653 have been met and to approve an application submitted by Matt Kait, Inc. d/b/a Danielles Sebago Diner for a renewal liquor license.

**Attachments:** [16-133 Cover Sheet](#)  
[Danielles Sebago Diner-renewal Liquor.pdf](#)

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

[16-132](#) To approve one (1) application submitted by Kelly's Ice Cream Truck for a Mobile Food Service Unit License.

**Attachments:** [16-132 Cover Sheet](#)  
[Mobile Food - Kelly's Ice Cream Truck.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 16-168](#) The Council will discuss its process for handling appointments, re-appointments, expired terms, etc. on Council-appointed committees.

[CD 16-290](#) To hear information gathered by the council appointed private roads policy task force and continue the discussion of private road ordinance amendment language regarding when private road and private way improvements would be required by new development.

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

[CD 16-291](#) Agenda Items Reports.

**Attachments:** [Agenda Items Report 20160805](#)

## **XIV. ADJOURN.**