



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Agenda

Town Council

Tuesday, September 13, 2016

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 16-315](#)

To approve the minutes of the August 23, 2016 Council meeting.

Attachments:

[Minutes - Town Council 8-23-2016.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 16-310](#) Southern Maine Agency on Aging - Note of Thanks
Attachments: [Southern Maine Agency on Aging - Note of Thanks](#)
- [CD 16-311](#) Windham Historical Society - Note of Thanks
Attachments: [Windham Historical Society - Note of Thanks](#)
- [CD 16-312](#) Center for Therapeutic Recreation - Note of Thanks
Attachments: [Center for Therapeutic Recreation - Note of Thanks](#)
- [CD 16-313](#) American Red Cross - Request for Future Funding Consideration
Attachments: [American Red Cross Request for Future Funding](#)
- [CD 16-316](#) Windham Public Library Newsletter, September 2016.
Attachments: [Check It Out - September 2016](#)
- [CD 16-318](#) MMA Announces Windham's Receipt of Dividend Check
Attachments: [MMA Announcement of Dividend Check](#)
- [CD 16-319](#) Susan Earls Email Regarding Fireworks
Attachments: [Email From Susan Earls Re Fireworks Concerns](#)
- [CD 16-323](#) Request for Consideration of Winter Maintenance
Attachments: [Letter from Anthoine Road Statutory Road Association](#)
- [CD 16-275](#) Planning Department Monthly Report - June 2016
Attachments: [06-2016 Monthly Report](#)
- [CD 16-300](#) Planning Department Monthly Report - July 2016
Attachments: [07-2016 Monthly Report](#)
- [CD 16-308](#) Financial Reports
Attachments: [Revenue Control Report as of 082216](#)
[Appropriation Control Report as of 082216](#)
- [CD 16-322](#) Junkyard Inspection Memo-2016
Attachments: [Junkyard Inspection Memo - 2016](#)

VII. Town Manager's Report.

[CD 16-325](#) Town Manager's Report.

Attachments: [Town Manager's Report 20160909](#)
[Projects & Issues List 20160909](#)
[Projects & Issues Sheets 20160909](#)

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.
5. Parks & Recreation Advisory Committee.

IX. PUBLIC HEARINGS.

[CD 16-309](#) To receive public comment on proposed amendments to the town's General Assistance Ordinance, Chapter 111 of the Code of the Town of Windham, which update appendices establishing certain benefit maximums as required by statute.

Attachments: [General Assistance Maximum Changes](#)

X. CONSENT AGENDA.

[16-146](#) To approve a Victualer's permit application submitted by Catherine M. Ford d/b/a Hot Diggitty Dawg, located at 20 Franklin Drive.

Attachments: [16-146 Cover Sheet](#)
[Victualer's-Hot Diggitty Dawg](#)

[16-147](#) To approve one (1) application submitted by Catherine M. Ford d/b/a Hot Diggitty Dawg for a Mobile Food Service Unit license.

Attachments: [16-147 Cover Sheet](#)
[Mobile Food-Hot Diggitty Dawg](#)

[16-142](#) To approve an application submitted by Central Maine Power Company and Northern New England Telephone Operations LLC to construct and maintain buried cables, conduits, manholes and handholes, together with wire and cables, transformers, cutouts, and other equipment therein, with a starting point at the corner of Barnes Road and Twoey Drive, road being Barnes Road aka Horace Wood Road, distance of 25', approximately +/-850' in a northeasterly direction.

Attachments: [16-142 Cover Sheet](#)
[CMP Pole Location - Barnes Rd..pdf](#)

XI. UNFINISHED BUSINESS & GENERAL ORDERS.

[16-139](#) To adopt proposed amendments to the town's General Assistance Ordinance, Chapter 111 of the Code of the Town of Windham, which update appendices establishing certain benefit maximums as required by statute.

Attachments: [16-139 Cover Sheet](#)
[Council Memo re GA Ordinance Changes](#)
[DHHS Memo - GA Ordinance Maximums](#)
[GA Maximum Changes Appendix A](#)
[GA Maximum Changes Appendix C](#)

[16-140](#) To award a bid for the purchase of one (1) 2017 cab and chassis from Portland North Truck Center for \$82,610.00 and related plow and sanding gear from Viking Cives for \$70,544.00, for the total price of \$152,154.00, such purchase to be reimbursed by the proceeds of a tax-exempt municipal lease-purchase agreement with annual payments to be made from capital equipment replacement funds, account 100-9110-44190.

Attachments: [16-140 Cover Sheet](#)
[Dump Truck & Plow and Sanding Purchase Request](#)
[Bid Process Summary](#)

[16-141](#) To extend winter maintenance to Carmichael Lane.

Attachments: [16-141 Cover Sheet](#)
[Winter Maintenance for Carmichael Lane](#)

[16-144](#)

To appoint a voting delegate and an alternate voting delegate to the Maine Municipal Association annual business meeting.

Attachments:

[16-144 Cover Sheet](#)

[Voting Credentials for MMA Annual Business Meeting](#)

[16-145](#)

To enter into executive session under 1 M.R.S.A. §405(6)(A), which provides for the “Discussion or consideration of the employment, appointment, assignment, duties, promotion, demotion, compensation, evaluation, disciplining, resignation or dismissal of an individual or group of public officials, appointees or employees of the body or agency,” for the purpose of discussing a personnel matter.

Attachments:

[16-145 Cover Sheet](#)

XII. Discussion Items.

None.

XIII. Agendas & Scheduling.[CD 16-326](#)

Agenda Items Reports.

Attachments:

[Agenda Items Report 20160909](#)

[Projects & Issues List 20160909](#)

[Projects & Issues Sheets 20160909](#)

XIV. ADJOURN.