



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Agenda

Town Council

Tuesday, October 25, 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 16-385](#) To approve the minutes of the October 11, 2016 Council meeting.

Attachments: [Minutes-Town Council - 10-11-2016](#)

[CD 16-387](#) To approve the minutes of the October 11, 2016 special Council meeting.

Attachments: [Minutes-Special Town Council-10-11-2016](#)

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 16-382](#) Maine Seniors Magazine - Article Windham's Medical Loan Closet
Attachments: [Maine Seniors, "Medical Loan Closets," Summer 2016](#)
- [CD 16-370](#) Parks and Recreation Department Monthly Report - September 2016
Attachments: [Parks & Recreation Monthly Report - September 2016](#)
- [CD 16-371](#) The Town Clerk's Monthly Report for September 2016.
Attachments: [Monthly Town Clerk's Report for September 2016](#)
- [CD 16-372](#) Monthly Financial Reports
Attachments: [Monthly Revenue Control Report](#)
[Monthly Appropriation Control Report](#)
- [CD 16-373](#) Windham Public Library Monthly Report - September 2016
Attachments: [Windham Public Library Monthly Report - September 2016](#)
- [CD 16-374](#) Public Works Monthly Report - September 2016
Attachments: [Public Works Monthly Report - September 2016](#)
- [CD 16-375](#) Police Department Monthly Report - September 2016
Attachments: [Police Department Monthly Report - September 2016](#)
- [CD 16-376](#) Code Enforcement Monthly Report - September 2016
Attachments: [Code Enforcement Department Report September 2016](#)
[Shoreland Zoning Amendments 53 2016](#)
[Activity Report - By Violation Type \(1\)](#)
[Activity Report by Project Type September 2016](#)
[Fiscal Year Activity Comparison \(1\)](#)
[Inspections Summary - By Project Type \(1\)](#)
[Impact Fees Collected September 2016](#)
[Door count through September 2016](#)
- [CD 16-377](#) Assessing & GIS Monthly Report - September 2016
Attachments: [Assessing Report - September 2016](#)

[CD 16-378](#) Fire-Rescue Department Monthly Report - September 2016

Attachments: [Fire-Rescue Monthly Report - Sept 2016](#)

[CD 16-386](#) Social Services Monthly Report - September 2016

Attachments: [Social Services Monthly Report - September 2016](#)

VII. Town Manager's Report.

[CD 16-383](#) Town Manager's Report.

Attachments: [Town Manager's Report 20161021](#)

[Projects & Issues List 20161021](#)

[Projects & Issues Sheets 20161021](#)

VIII. Committee Reports.

A. Council Subcommittees.

1. Appointments Committee.
2. Finance Committee.

B. Other Committees.

1. Land Use Ordinance Committee.

None.

2. Public Easement Advisory Committee/Roads Policy Task Force.

None.

3. Windham Economic Development Corporation

Annual Meeting October 26, 2016, 5:00 p.m. at the Windham Veterans Center.

4. Wastewater Management Planning Advisory Committee.

5. Parks & Recreation Advisory Committee.

IX. PUBLIC HEARINGS.

[CD 16-351](#)

To receive public comment on a proposed Consumer Fireworks ordinance, Chapter 96 of the Code of the Town of Windham.

Attachments:

[Chapter 96 Consumer Fireworks DRAFT 2016 Update 20161007](#)

X. CONSENT AGENDA.

None.

XI. UNFINISHED BUSINESS & GENERAL ORDERS.[16-168](#)

To adopt a proposed Consumer Fireworks ordinance, regulating the use of consumer fireworks, as Chapter 96 of the Code of the Town of Windham.

Attachments:

[16-168 Cover Sheet](#)

[Chapter 96 Consumer Fireworks DRAFT 2016 Update 20161007](#)

[Councilor emails regarding fireworks/fireworks ordinance UPDATED 20161024](#)

[16-178](#)

To adopt a resolution proclaiming Saturday, November 26, 2016 as "Small Business Saturday."

Attachments:

[16-178 Cover Sheet](#)

[Small Business Saturday Proclamation DRAFT 20161021](#)

[Small Business Saturday Info Sheet](#)

[16-180](#)

To extend winter maintenance to Anthoine Road from Route 302 (Roosevelt Trail) to 25 Anthoine Road pursuant to the Council's "Policy Regarding the Extension of Windham Maintenance on Public Easements."

Attachments:

[16-180 Cover Sheet](#)

[Anthoine Road Association Request](#)

[Public Works Director Response to Anthoine Road Request](#)

[Winter Road Maintenance -Easement Acceptance Policy](#)

- [16-181](#) To authorize a purchase in an amount not to exceed \$106,925.58 for the data center servers and software, backup system server and licensing, Exchange server licensing, and rack, such be reimbursed by a tax-exempt municipal lease purchase agreement.

Attachments: [16-181 Cover Sheet](#)
[FY2017 IT Capital](#)
[IS-2017-002](#)
[Server Hardware](#)
[Barracuda Backup](#)
[Licensing](#)
[Rack - 24U](#)

- [16-182](#) To authorize the town manager to execute a contract on behalf of the town with Tyler Technologies, Inc. for replacement, maintenance, and support of the town's financial software systems for a period of seven (7) years totaling \$629,726.00; of which, one-time fees and first year costs totaling \$107,918.00 to be reimbursed from the proceeds of a tax-exempt municipal lease purchase payment.

Attachments: [16-182 Cover Sheet](#)
[Windham, ME Tyler SaaS Contract - 101816 Clean](#)
[TM-2009-001](#)

- [16-183](#) To approve an application submitted by Northern New England Telephone Operations LLC and Central Maine Power Company to locate (1) utility pole and cables and wires on Cottage Road, approximately 1430 feet southerly of intersection of Ridge Road.

Attachments: [16-183 Cover Sheet](#)
[Pole Location - Cottage Road](#)

- [16-166](#) 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 conducting the town manager's performance evaluation.

Attachments: [16-166 Cover Sheet](#)

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.)

XIII. Agendas & Scheduling.

[CD 16-384](#)

Agenda Items Reports.

Attachments:

[Agenda Items Report 20161021](#)

[Projects & Issues List 20161021](#)

[Projects & Issues Sheets 20161021](#)

XIV. ADJOURN.