



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Agenda

Town Council

Tuesday, February 28, 2017

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 17-066](#)

To approve the minutes of the February 14, 2017 Council meeting.

Attachments:

[Minutes-Town Council 2-14-2017](#)

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 17-060](#)

Winter Operations Budget Update

Attachments: [DPW Winter Budget Memo 20170214](#)

[CD 17-072](#) Cumberland County 2017 Budget Message and Tax Distribution.

Attachments: [Cumberland County 2017 Tax Distribution](#)
 [Cumberland County Final 2017 Budget Message 1-24-17](#)

[CD 17-053](#) Assessing & GIS Report - January 2017

Attachments: [AssessingGIS201701](#)

[CD 17-055](#) Windham Public Library Monthly Report - January 2017

Attachments: [January 2017](#)

[CD 17-056](#) Fire-Rescue Department Monthly Report - January 2017

Attachments: [Fire-Rescue Monthly Report - Jan 2017](#)

[CD 17-058](#) Windham Police Department Monthly Report - January 2017

Attachments: [Windham Police Department Monthly Report - January 2017](#)

[CD 17-061](#) Parks and Recreation Department Monthly Report - January 2017

Attachments: [Parks & Recreation Monthly Report - January 2017](#)

[CD 17-062](#) Social Services Monthly Report - January 2017

Attachments: [Social Services Monthly Report - January 2017](#)

[CD 17-065](#) Public Works Monthly Report - January 2017

Attachments: [DPW Monthly Report - January](#)
 [January Storm Reports 2017](#)

[CD 17-067](#) Code Enforcement Monthly Report - January 2017

Attachments: [Code Enforcement Monthly Report - January 2017](#)

VII. Town Manager's Report.

[CD 17-073](#) Town Manager's Report.

Attachments: [Town Manager's Report 20170224](#)
 [Projects & Issues List 20170224](#)
 [Projects & Issues Sheets 20170224](#)

VIII. Committee Reports.

A. Council Subcommittees.

1. Appointments Committee.
2. Finance Committee.

B. Other Committees.

1. Parks & Recreation Advisory Committee.
2. Public Works/School Transportation Maintenance Facility Joint Project Team.
3. Wastewater Management Planning Advisory Committee.
4. Windham Economic Development Corporation

IX. PUBLIC HEARINGS.

[CD 17-036](#) Planning Board recommendations on proposed amendment to Town of Windham Land Use Ordinance, Chapter 140, Section 501 Accessory Apartments.

Attachments: [CD 17-036 Cover Sheet](#)
[PB recommendation toTC Accessory Apartments 01-26-17 combined](#)

[CD 17-037](#) Planning Board recommendations on proposed amendment to Town of Windham Land Use Ordinance, Chapter 140, Section 204 Nonconforming Lots of Record.

Attachments: [CD 17-037 Cover Sheet](#)
[PB recommendation toTC Nonconforming Lots 01-26-17 combined](#)

[CD 17-038](#) Planning Board recommendations on proposed amendment to Town of Windham Land Use Ordinance, Chapter 140, Sections 800 and 900 relative to Post Approval Activities.

Attachments: [CD 17-038 Cover Sheet](#)
[PB recommendation toTC Post Approval 01-27-16 combined](#)

X. CONSENT AGENDA.

Pursuant to Section 11 of the Councils Rules of Procedure, items which are considered routine and not requiring debate may be placed on a consent agenda at the discretion of the Council Chairman or Town Manager and shall be listed separately on the agenda for any regular meeting.

A motion made to approve the consent agenda shall be considered a motion for each and every item on the consent agenda and a waiver of full reading otherwise required by Section 7 of these Rules, and a vote to approve the consent agenda shall be a vote to approve each and every item on the consent agenda.

At any point prior to a vote of the Town Council on the consent agenda, any member of the Town Council may have any item removed from the consent agenda and considered individually.

[17-042](#)

To appoint John McGinnis to a two-year term on the Windham Economic Development Corporation, to expire February 15, 2019.

Attachments: [CoverSheet 17-042](#)

[17-043](#)

To appoint James Cobb to a three-year term on the Zoning Board of Appeals, to expire February 15, 2020.

Attachments: [CoverSheet 17-043](#)

[17-044](#)

To appoint Chuck Fleck to a three-year term on the Zoning Board of Appeals, to expire February 15, 2020.

Attachments: [CoverSheet 17-044](#)

[17-045](#)

To appoint Steve Clauson to a three-year term on the Board of Assessment Review, to expire February 15, 2020.

Attachments: [CoverSheet 17-045](#)

[17-046](#)

To appoint Michael Libby to a three-year term on the Energy Advisory Committee and Natural Resources Advisory Committee, both to expire February 15, 2020.

Attachments: [CoverSheet 17-046](#)

[17-047](#)

To appoint Melissa Oldakowski to a three-year term on the Parks and Recreation Advisory Committee, to expire February 15, 2020.

Attachments: [CoverSheet 17-047](#)

[17-048](#)

To appoint Krystal Ash Cuthbert to a three-year term on the Library Board of Trustees, to expire February 15, 2020.

Attachments: [CoverSheet 17-048](#)

[17-049](#)

To appoint Joanne Mattiace to a three-year term on the Zoning Board of Appeals, to expire February 15, 2020.

Attachments: [CoverSheet 17-049](#)

[17-050](#)

To appoint Rachael Bidwell to a three-year term on the Human Services Advisory Committee, to expire May 15, 2020.

Attachments: [CoverSheet 17-050](#)

XI. UNFINISHED BUSINESS & GENERAL ORDERS.

[17-055](#)

To abate for 2014 and 2015, and authorize the tax collector to discharge as uncollectible any remaining balance of personal property taxes assessed to account L0019P.

Attachments: [CoverSheet 17-055](#)
 [Abatement-PP-L0019P](#)

[17-011](#) To enter into executive session under 1 M.R.S.A. §405(6)(D) for “discussion of labor contracts and proposals and meetings between a public agency and its negotiators” on the collective bargaining agreement with Gorham and Windham Professional Firefighters Association/IAFF Local 4095.

Attachments: [CoverSheet 17-011](#)

[17-051](#) To approve a three year collective bargaining agreement for the period July 1, 2016 through June 30, 2019 between the Town of Windham and the Gorham and Windham Professional Firefighters Association/IAFF Local 4095, and to authorize the Town Manager to sign the agreement on behalf of the Town.

Attachments: [CoverSheet 17-051](#)

[17-052](#) To approve amendments to the Land Use Ordinance, Chapter 140 of the Code of the Town of Windham, to allow accessory apartments to be contained within an accessory building to a single-family detached dwelling.

Attachments: [CoverSheet 17-052](#)
 [PB Memo re. Accessory Apartments 20170126](#)

[17-053](#) To approve amendments to the Land Use Ordinance, Chapter 140 of the Code of the Town of Windham, regarding existing nonconforming lots.

Attachments: [CoverSheet 17-053](#)
 [PB Memo re. Nonconforming Lots 20170126](#)

[17-054](#) To approve amendments to the Land Use Ordinance, Chapter 140 of the Code of the Town of Windham, on post approval activities relating to performance guarantees.

Attachments: [CoverSheet 17-054](#)
 [PB Memo re. Post Approval Activities 20170127](#)

XII. Discussion Items.

None.

XIII. Agendas & Scheduling.

[CD 17-074](#) Agenda Items Reports.

Attachments: [Agenda Items Report 20170224](#)
 [Agenda Items Not Yet Scheduled 20170224](#)
 [Projects & Issues List 20170224](#)
 [Projects & Issues Sheets 20170224](#)

XIV. ADJOURN.