



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Agenda

### Town Council

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Tuesday, October 10, 2017

7:00 PM

Council Chambers

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#### 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 17-310](#)

To approve the minutes of the September 26, 2017 Council meeting.

Attachments:

[Minutes-Town Council-9-26-2017](#)

#### 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 17-300](#)

Thank you note from Cumberland town manager dated 9/11/2017.

**Attachments:**      [Thank you note from Cumberland town manager dated 9/11/2017](#)

[CD 17-301](#)      Maine Development Foundation Correspondence

**Attachments:**      [Maine Development Foundation](#)

[CD 17-302](#)      Windham-Based Everlasting Gratitude Wreath Program

**Attachments:**      [Wreath Program - Everlasting Gratitude](#)

[CD 17-307](#)      Sebago Lake Region Chamber of Commerce - 2018 Membership

**Attachments:**      [SLR Chamber of Commerce Letter](#)

[CD 17-308](#)      PACTS Destination 2040 Regional Transportation Plan

**Attachments:**      [PACTS Destination 2040 Correspondence](#)  
                                 [Portland Destination 2040](#)

[CD 17-309](#)      Electronic Recycling Fundraising Event October 14, 2017

**Attachments:**      [Electronic Recycling](#)

[CD 17-304](#)      End of the Year Financial Reports

**Attachments:**      [Appropriation Control Report](#)  
                                 [Revenue Control Report](#)

[CD 17-305](#)      Financial Reports through 08/31/17

**Attachments:**      [memo](#)  
                                 [YTD Revenue Report](#)  
                                 [YTD Budget Report](#)

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

[CD 17-311](#)      Town Manager's Report.

**Attachments:**      [Town Manager's Report 20171006](#)  
                                 [Projects & Issues List 20171006](#)  
                                 [Projects & Issues Sheets 20171006](#)

## **VIII. Committee Reports.**

*The Chairman will ask for reports from Council subcommittees and other Council appointed committees at this time.*

### **A. Council Subcommittees.**

### **B. Other Committees.**

**IX. PUBLIC HEARINGS.**

[CD 17-276](#) To receive comment on the proposed issuance of up to \$9,300,000 in general obligation bonds or notes of the Town and appropriate of the proceeds thereof to pay the costs of design, construction and equipping of a new shared vehicle maintenance facility located at property on Windham Center Road, with the details of such borrowing (including provisions that the bonds may be prepaid or subject to call for redemption with or without premium and the dates, maturities, denominations, and interest rates) to be determined by the Town Council.

**Attachments:** [CD 17-276 Cover Sheet](#)  
[2017 Special Town Meeting Warrant and Financial Statement](#)  
[2017 Windham Bond Referendum Specimen Ballot](#)  
[SMF Flyer 20170907](#)  
[Project Budget 20170907](#)

[CD 17-279](#) To receive public comment on the Highland Lake watershed moratorium ordinance.

**Attachments:** [CD 17-279 Cover Sheet](#)  
[Moratorium on Highland Lake development Enacted 2070912](#)  
[Highland Lake Summary, Maine DEP Report September 2017](#)  
[Highland Lake Watershed Moratorium List 20171006](#)

[CD 17-281](#) To receive public comment on a proposed Property Tax Assistance Program Ordinance.

**Attachments:** [CD 17-281 Cover Sheet](#)  
[Chapter xxx - Property Tax Assistance Proposed 20170928](#)  
[36 MRSA 6232](#)

**X. CONSENT AGENDA.**

[17-183](#) To approve an application submitted by JMA Enterprises Inc. d/b/a Pat's Pizza-Windham located at 844 Roosevelt Trail for a renewal Special Amusement permit.

**Attachments:** [17-183 Cover Sheet](#)  
[Pat's Pizza - Renew Special Am.](#)

[17-188](#) To approve the Town Clerk's roster of warden and deputy warden for the June 13, 2017 election; for districts 24 and 25, warden: Marcia Blanchard, and deputy warden: Paulette Shepard.

**Attachments:** [17-188 Cover Sheet](#)

[17-189](#) To set poll hours and polling location for the November 7, 2017 State

Referendum, Municipal, and Special Town Meeting Referendum Election as 7:00 a.m. to 8:00 p.m. at the Windham High School's Auxiliary Gym.

**Attachments:**     [17-189 Cover Sheet](#)

[17-190](#)     To set the date and time for extended hours of the Registrar of Voters as 4:00 to 7:00 p.m. on November 1, 2017.

**Attachments:**     [17-190 Cover Sheet](#)

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

[17-161](#)     To approve amendments to Sections 300, 500, and 900 of the Land Use Ordinance, Chapter 140 of the Code of the Town of Windham, regarding private roads and private ways, both as part of subdivision approval and outside of subdivision approval.

**Attachments:**     [17-161 Cover Sheet](#)  
                              [TC packet PB recommendation Private Roads 09-01-17](#)

[17-168](#)     To adopt an ordinance establishing a moratorium certain development activities in the Highland Lake watershed.

**Attachments:**     [17-168 Cover Sheet](#)  
                              [Moratorium on Highland Lake development Enacted 2070912](#)  
                              [Highland Lake Summary, Maine DEP Report September 2017](#)  
                              [Highland Lake Watershed Moratorium List 20171006](#)

[17-173](#)     To adopt a Property Tax Assistance Program ordinance as Chapter 112 of the Code of the Town of Windham.

**Attachments:**     [17-173 Cover Sheet](#)  
                              [Chapter xxx - Property Tax Assistance Proposed 20170928](#)  
                              [36 MRSA 6232](#)

[17-186](#)     To adopt a resolution to authorize the Town Treasurer to negotiate the terms of an Equipment Lease Purchase Agreement and related documents providing financing of up to \$191,535.00 including the interest rate, maturity, and other terms and conditions with whatever financial institution the Treasurer deems appropriate and to award the Equipment Lease Purchase Agreement to such financial institution as he deems to be in the best interests of the Town in order to provide the Town with one (1) 2018 plow truck with sanding gear, and eight (8) thermal imaging cameras at an aggregate cost of up to \$191,535.00 plus interest at a rate to be determined by the Town Treasurer.

**Attachments:**     [17-186 Cover Sheet](#)  
                              [Lease Resolution](#)  
                              [Capital equipment replacement plan](#)

[17-187](#)

To appoint a member from the Town Council to the Long Range Planning Committee.

**Attachments:**

[17-187 Cover Sheet](#)

[TC\\_packet\\_LRPC membership\\_10-04-17](#)

**XII. Discussion Items.**

*None.*

**XIII. Agendas & Scheduling.**

[CD 17-312](#)

Agenda Items Reports.

**Attachments:**

[Agenda Items Report 20171006](#)

[Projects & Issues List 20171006](#)

[Projects & Issues Sheets 20171006](#)

**XIV. ADJOURN.**