



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Agenda

Town Council

Tuesday, November 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 17-359](#)

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

Attachments:

[Minutes-Town Council-11-14-2017](#)

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 17-348](#) Stormwater Law Permit Application Notice
- Attachments:** [Construction of Private Way - Notice of Intent](#)
- [CD 17-341](#) Assessing Office & GIS Monthly Reports - September and October 2017
- Attachments:** [Assessing & GIS Department - September & October 2017](#)
- [CD 17-342](#) Windham Public Library Monthly Report - October 2017
- Attachments:** [October 2017](#)
- [CD 17-343](#) Code Enforcement Monthly Report - October 2017
- Attachments:** [Code Enforcement Monthly Report - 2017 October](#)
[Activity Report - By Violation Type](#)
[Activity Report by Project Type October 2017](#)
[counter 10.17](#)
[Fiscal Year Activity Comparison Oct 2017](#)
[Impact Fees Collected October 2017](#)
[October 2017 Activity Report by Project Type](#)
- [CD 17-349](#) Social Services Monthly Report - October 2017
- Attachments:** [Social Services Monthly Report - October 2017](#)
- [CD 17-350](#) Parks and Recreation Department Monthly Report - October 2017
- Attachments:** [Parks and Recreation Monthly Report - October 2017](#)
- [CD 17-353](#) Police Department Monthly Report - October 2017
- Attachments:** [Police Department Monthly Report - October 2017](#)
- [CD 17-354](#) Public Works Department Monthly Report - October 2017
- Attachments:** [Public Works Monthly Report - October 2017](#)
[October 2017 Mission.Success.Measurment Table](#)
- [CD 17-356](#) Financial Reports - October 2017
- Attachments:** [YTD Budget Report](#)
[Revenue Report](#)

VII. Town Manager's Report.

[CD 17-357](#) Town Manager's Report.

Attachments: [Town Manager's Report 20171122](#)
[Projects & Issues List 20171122](#)
[Projects & Issues Sheets 20171122](#)

VIII. Committee Reports.

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

A. Council Subcommittees.

1. Appointments Committee.
2. Finance Committee.

B. Other Committees.

1. Long Range Planning Committee.
2. Parks & Recreation Advisory Committee.
3. Public Easement Advisory Committee.
4. Windham Economic Development Corporation Board of Directors.

IX. PUBLIC HEARINGS.

[CD 17-347](#) To receive public comment on proposed amendments to the Town's Land Use Ordinance, Chapter 140, Sections 800 and 900, to change the number of required hardcopy application submissions from fifteen (15) to three (3), the number of signature sheets for approved plans, and to specify that an electronic submission is required.

Attachments: [Ch 140 application submission](#)

X. CONSENT AGENDA.

None.

[17-226](#) To find that the requirements of 28-A M.R.S.A. § 653 have been met and to approve an application submitted by Seacoast Park Inc. d/b/a Deck House Sports Tavern for a renewal liquor license.

Attachments: [Cover Sheet 17-226](#)
[Seacoast Park Inc - Liquor Renewal](#)

[17-227](#) To approve an application submitted by Seacoast Park Inc. d/b/a Deck House Sports Tavern located at 930 Roosevelt Trail for a renewal Special Amusement permit.

Attachments: [Cover Sheet 17-227](#)
[Seacoast Park Inc - Special Amusement Ren](#)

XI. UNFINISHED BUSINESS & GENERAL ORDERS.

[17-218](#) To approve proposed amendments to the Town's Land Use Ordinance, Chapter 140, Sections 800 and 900, to change the number of required hardcopy application submissions from fifteen (15) to three (3), the number of signature sheets for approved plans, and to specify that an electronic submission is required.

Attachments: [Cover Sheet 17-218](#)
[Ch 140 application submission](#)

Legislative History

11/14/17 Town Council postponed

[17-222](#) To refer proposed amendments to the Land Use Ordinance, Chapter 140 of the Code of the Town of Windham adding new standards to implement the vision of the 21st Century Downtown Plan for North Windham and the Comprehensive Plan, to the Planning Board for review and recommendation.

Attachments: [Cover Sheet 17-222](#)
[TC_packet_NW zoning_11-16-2017](#)

[17-224](#) To appoint a council representative to the Long Range Planning Committee.

Attachments: [Cover Sheet 17-224](#)
[Long Range Planning Committee Charge](#)

[17-233](#) To appoint Donna Chapman and Tony Plante to the Highland Lake Leadership Team.

[17-221](#) To enter into executive session under 1 M.R.S.A. §405(6)(A) for the purpose of conducting the town manager's performance evaluation.

Attachments: [Cover Sheet 17-221](#)

XII. Discussion Items.

None.

XIII. Agendas & Scheduling.

[CD 17-358](#) Agenda Items Reports.

Attachments: [Agenda Items Report 20171122](#)
 [Projects & Issues List 20171122](#)
 [Projects & Issues Sheets 20171122](#)

XIV. ADJOURN.