



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Agenda

Town Council

Tuesday, January 30, 2018

7:00 PM

Council Chambers

Postponed from January 23, 2018

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 18-032](#) To approve the minutes of the January 16, 2018 Council meeting.

Attachments: [Minutes-Town Council-1-16-18](#)

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 18-011](#) Fire-Rescue Department Monthly Report - December 2017

Attachments: [December 2017 Monthly Report](#)

[CD 18-015](#) Social Services Monthly Report - December 2017

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

[CD 18-016](#) Town Clerk's Monthly Report - December 2017

Attachments: [Town Clerk's Report- December 2017](#)

[CD 18-018](#) Parks and Recreation Department Monthly Report - December 2017

Attachments: [Parks & Recreation Monthly Report - Dec 2017](#)
[Jan/Feb 2018 Events Flyer](#)

[CD 18-021](#) Windham Police Department Monthly Report - December 2017

Attachments: [Windham PD Monthly Report - Dec 17](#)

[CD 18-022](#) Financial Reports - December 2017.

Attachments: [YTD Budget Report December 31 2017](#)
[Revenue Report December 31 2017](#)

[CD 18-031](#) Public Works Monthly Report - December 2017

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

VII. Town Manager's Report.

[CD 18-029](#) Town Manager's Report.

Attachments: [Town Manager's Report 20180119](#)
[Projects & Issues List 20180119](#)
[Projects & Issues Sheets 20180119](#)

VIII. Committee Reports.**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. Highland Lake Leadership Team.
5. Shared Maintenance Facility Joint Project Team.
6. Windham Economic Development Corporation
7. Wastewater Management Planning Advisory Committee.

IX. PUBLIC HEARINGS.

None.

X. CONSENT AGENDA.

None.

XI. UNFINISHED BUSINESS & GENERAL ORDERS.

[18-005](#) To approve a proposed zone change request from Bryan Mills to amend the official Town of Windham zoning map, to rezone a portion of a property on River Road identified on Tax Map 5, Lot 1-1, from Farm Residential (FR) to Medium-Density Residential (RM).

Attachments: [Cover Sheet 18-005](#)
[PB recommendation to TC_River Road_FR-RM_11-17-17](#)
[Zone Change Application - TM 5 L1-1 - 2017 10 10](#)

Legislative History

1/9/18 Town Council postponed

[17-195](#) To vacate a portion of a proposed, unaccepted way between parcels identified as Map 31, Lot 50 and Map 31, Lot 69, as shown on the plan of Highland Lake Beaches, recorded in 1929 at the Cumberland County Registry of Deeds at Book 19, Page 23.

Attachments: [Cover Sheet 17-195](#)
 [Waterbury Paper Street Plan](#)
 [Waterbury Paper Street Deed Description](#)
 [Tax Map 31](#)
 [Unaccepted Ways - Paper Streets 1997](#)

[18-021](#) To endorse an application for Community Development Block Grant (CDBG) funds for the “Depot Street Sewer Improvement Project.”

Attachments: [Cover Sheet 18-021](#)
 [Depot Street Sewer Improvement - General Application 2018_01-19-18](#)

[18-011](#) To appoint David Nadeau to a three-year term on the Planning Board to expire February 15, 2021.

Attachments: [Cover Sheet 18-011](#)

[18-012](#) To appoint Zack Conley to the Summerfest Organizing Committee.

Attachments: [Cover Sheet 18-012](#)

[18-013](#) To appoint Cassidy Mullins to the Summerfest Organizing Committee.

Attachments: [Cover Sheet 18-013](#)

[18-014](#) To appoint David Nadeau to a three-year term on the Public Easement Advisory Committee to expire February 15, 2021.

Attachments: [Cover Sheet 18-014](#)

[18-015](#) To appoint David Nadeau to the Long Range Planning Committee as an ad-hoc member.

Attachments: [Cover Sheet 18-015](#)

[18-016](#) To find that the requirements of 28-A M.R.S.A. § 653 have been met and to approve an application submitted by Smitty’s Cinema-Windham for a renewal liquor license.

Attachments: [Cover Sheet 18-016](#)
 [Smitty's Liquor License Renewal](#)

[18-017](#) To enter into executive session under 1 M.R.S.A. §405(6)(A) for the purpose of discussing compensation for the town manager, assessor, and town clerk.

Attachments: [Cover Sheet 18-017](#)

This order and the following three (orders 18-018, -019, and -020) will be taken up following discussion item CD 18-023.

[18-018](#) To set the salary of the town clerk and to take any other necessary action related thereto.

Attachments: [Cover Sheet 18-018](#)

[18-019](#) To set the salary of the Assessor and to take any other action with regard to the Assessor's compensation.

Attachments: [Cover Sheet 18-019](#)

[18-020](#) To set the salary of the Town Manager and to take any other action with regard to the Town Manager's employment agreement.

Attachments: [Cover Sheet 18-020](#)

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.)

[CD 18-023](#) Highland Lake Association proposal for amendments to the Land Use Ordinance.

Attachments: [Draft Windham Ordinance Changes](#)

8:00 p.m.

Public Comment.

XIII. Agendas & Scheduling.

[CD 18-030](#) Agenda Items Reports.

Attachments: [Agenda Items Scheduled 20180119](#)
[Agenda Items to be Scheduled 20180119](#)
[Projects & Issues List 20180119](#)
[Projects & Issues Sheets 20180119](#)

XIV. ADJOURN.