



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Agenda

### Town Council

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Tuesday, June 12, 2018

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 18-190](#)

To approve the minutes of the May 22, 2018 Council meeting.

Attachments:

[Minutes-Town Council-5-22-2018](#)

#### 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 18-189](#)

Windham Public Library Newsletter

**Attachments:**      [Check It Out June 2018](#)

[CD 18-185](#)      Department of Public Works Monthly Report - April 2018

**Attachments:**      [Public Works Monthly Report - April 2018](#)  
                                 [April 2018 Mission.Success.Measurment Table](#)

[CD 18-186](#)      Social Services Monthly Report - April 2018

**Attachments:**      [Social Services Monthly Report - April 2018](#)

[CD 18-192](#)      Assessing & GIS Department Report for May 2018

**Attachments:**      [Assessing & GIS Department May 2018](#)

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

[CD 18-194](#)      Town Manager's Report.

**Attachments:**      [Town Manager's Report 20180608](#)  
                                 [Projects & Issues List 20180608](#)  
                                 [Projects & Issues Sheets 20180608](#)

## **VIII. Committee Reports.**

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

#### 1. Appointments Committee.

[CD 18-187](#)      Report of the Appointments Committee and Nominations to the Mineral Extraction Committee and Private Roads ad hoc Committee.

**Attachments:**      [Cover Sheet CD 18-187](#)  
                                 [Mineral Extraction Committee DRAFT 20180502](#)  
                                 [Private Roads ad hoc Committee DRAFT 20180502](#)

#### 2. Finance Committee.

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

#### 1. Long Range Planning Committee.

[CD 18-184](#)      Long Range Planning Committee Meetings, April 2018

**Attachments:**      [LRPC Notes 2018-04-04](#)  
                                 [LRPC Notes 2018-04-18](#)

2. Parks & Recreation Advisory Committee.
3. Highland Lake Leadership Team.
4. Shared Maintenance Facility Joint Project Team.
5. Windham Economic Development Corporation.

## IX. PUBLIC HEARINGS.

[CD 18-158](#) To receive public comment on amendments to Code Chapter 176, "Peddling and Soliciting."

**Attachments:** [Chapter 176 - Peddling and Soliciting AMENDMENTS 20180502 Markup](#)  
[Chapter 176 - Peddling and Soliciting AMENDMENTS 20180502 Clean](#)

[CD 18-181](#) To receive public comment on proposed amendment to Town of Windham Land Use Ordinance, Chapter 140. Proposed Amendments to Sections 300, 400, and 800 to implement the 21st Century Downtown Plan for North Windham. Proposed changes include changes to the threshold for site plan review and the permitted uses, minimum lot sizes, net residential density, setbacks, and street and parking standards of the Commercial 1 and Commercial 2 Zoning Districts.

**Attachments:** [PB packet NW zoning 12-07-17\\_opt](#)  
[PB recommend to TC 05-11-18\\_packet](#)

## X. CONSENT AGENDA.

[18-112](#) To find that the requirements of 28-A M.R.S.A. § 653 have been met and to approve an application submitted by Treblig Enterprises Inc. d/b/a Gilbert's Chowder House II for a renewal liquor license.

**Attachments:** [Cover Sheet 18-112](#)  
[Gilbert's Chowder Liquor License Renewal](#)

[18-113](#) To approve an application submitted by James Gilbert d/b/a Gilbert's Chowder House II located at 61 Tandberg Trail for a renewal special amusement permit.

**Attachments:** [Cover Sheet 18-113](#)  
[Gilbert's Chowder Special Amuse Renewal](#)

[18-114](#) To find that the requirements of 28-A M.R.S.A. § 653 have been met and to approve an application submitted by Kennebec Hospitality, LLC d/b/a Microtel Inn & Suites for a renewal liquor license.

**Attachments:**     [Cover Sheet 18-114](#)  
                              [Microtel Inn & Suites Liquor Renewal](#)

[18-115](#)                To approve an application submitted by Kennebec Hospitality LLC d/b/a Microtel Inn & Suites located at 965 Roosevelt Trail.

**Attachments:**     [Cover Sheet 18-115](#)  
                              [Microtel Inn & Suites Sp. Amuse Renewal](#)

[18-116](#)                To approve applications for Summerfest victualers' permits.

**Attachments:**     [Cover Sheet 18-116](#)  
                              [Summerfest Victualers 2018](#)

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

[18-091](#)                To adopt amendments to Code Chapter 176, "Peddling and Soliciting."

**Attachments:**     [Cover Sheet 18-091](#)  
                              [Chapter 176 - Peddling and Soliciting AMENDMENTS 20180502 Markup](#)  
                              [Chapter 176 - Peddling and Soliciting AMENDMENTS 20180502 Clean](#)

**Legislative History**

5/22/18                Town Council                                postponed

[18-099](#)                To approve amendment to Town of Windham Land Use Ordinance, Chapter 140. Proposed Amendments to Sections 300, 400, and 800 to implement the 21st Century Downtown Plan for North Windham. Proposed changes include changes to the threshold for site plan review and the permitted uses, minimum lot sizes, net residential density, setbacks, and street and parking standards of the Commercial 1 and Commercial 2 Zoning Districts.

**Attachments:**     [PB packet NW zoning 12-07-17\\_opt](#)  
                              [PB recommend to TC 05-11-18\\_packet](#)

[18-117](#)                To make appointments to the Mineral Extraction Committee.

**Attachments:**     [Cover Sheet 18-117](#)  
                              [Mineral Extraction Committee DRAFT 20180502](#)

[18-118](#)                To make appointments to the Private Roads ad hoc Committee.

**Attachments:**     [Cover Sheet 18-118](#)  
                              [Private Roads ad hoc Committee DRAFT 20180502](#)

## **XII. Discussion Items.**

None.

**XIII. Agendas & Scheduling.**

[CD 18-195](#)

Agenda Items Reports.

**Attachments:**

[Agenda Items Scheduled 20180608](#)

[Agenda Items to be Scheduled 20180608](#)

[Projects & Issues List 20180608](#)

[Projects & Issues Sheets 20180608](#)

**XIV. ADJOURN.**