



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Agenda

### Town Council

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Tuesday, September 25, 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 18-312](#) To approve the minutes of the September 11, 2018 Council meeting.

Attachments: [Minutes-Town Council-9-11-2018](#)

[CD 18-323](#) To approve the minutes of the September 18, 2018 Council special meeting.

Attachments: [Minutes-Special Town Council-9-18-2018](#)

#### 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 18-304](#) Maine Correctional Center Letter of Appreciation  
**Attachments:** [Maine Correctional Center Thank You](#)
- [CD 18-307](#) Town Clerk's Monthly Report - August 2018  
**Attachments:** [Town Clerk's Report-August 2018](#)
- [CD 18-295](#) Fire-Rescue Department Monthly Report - August 2018  
**Attachments:** [August 2018 Monthly Report](#)
- [CD 18-306](#) Department of Public Works Monthly Report - August 2018  
**Attachments:** [Monthly Report - August 2018](#)  
[August 2018 Mission.Success.Measurment Table](#)
- [CD 18-308](#) Parks and Recreation Department Monthly Report - August 2018  
**Attachments:** [Parks & Recreation Monthly Report August 2018](#)  
[Advisory Committee Minutesseptember102018](#)  
[Windham Community Park Concept Plan](#)  
[Summary of 2018 Dundee Season](#)
- [CD 18-310](#) Windham Police Department Monthly Report - August 2018  
**Attachments:** [Police Monthly Report August 2018](#)
- [CD 18-315](#) Windham Public Library Monthly Report - August 2018  
**Attachments:** [Library Report - August 2018](#)
- [CD 18-316](#) Social Services Monthly Report - July 2018  
**Attachments:** [Social Services Monthly Report - July 2018](#)

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

- [CD 18-320](#) Town Manager's Report.  
**Attachments:** [Town Manager's Report 20180921](#)  
[Retail Adult-Use and Medical Marijuana Establishments Task Force APPROVEI](#)  
[Projects & Issues List 20180921](#)  
[Projects & Issues Sheets 20180921](#)

**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. Highland Lake Leadership Team
4. Shared Maintenance Facility Joint Project Team.

*RSU board approved lease at its meeting of September 19, 2018.*

5. Windham Economic Development Corporation.

*Board meetnig held September 12, 2018. Areas of focus discussed, survey of board members to prioritize ideas to be done.*

6. Mineral Extraction Committee.
7. Private Roads ad hoc Committee.

**IX. PUBLIC HEARINGS.**

[CD 18-297](#) To receive public comment relative to the issuance of licenses for junkyard/automobile graveyards in the Town of Windham.

**Attachments:** [Junkyard Inspection memo-2018](#)  
[Junkyard-locations](#)  
[Junkyard-Thistle's](#)  
[Junkyard-Bob's Salvage](#)  
[Junkyard-Whitney's](#)  
[Junkyard-Atlas Auto Parts](#)  
[Junkyard-Route 302 Auto Recycler's](#)  
[Junkyard-Serve-U-Garage](#)  
[Junkyard-Pete's Auto](#)

**X. CONSENT AGENDA.**

[18-180](#) To find that the requirements of 28-A M.R.S.A. § 653 have been met and to

approve an application submitted by JMA Enterprises Inc. d/b/a Pat's Pizza-Windham for a renewal liquor license.

**Attachments:**     [18-180 Cover Sheet](#)  
                              [Pat's Pizza Renewal Liq. Lic](#)

[18-181](#)                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:**     [18-181 Cover Sheet](#)  
                              [Pat's Pizza Renewal Sp. Amuse](#)

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

[18-168](#)                To approve the application of David Bailey d/b/a Pete's Auto Body for a permit to operate a junkyard/automobile graveyard.

**Attachments:**     [18-168 Cover Sheet](#)  
                              [Junkyard-Pete's Auto](#)

[18-170](#)                To approve the application of Stephen Rogers d/b/a Serve-U-Garage for a permit to operate a junkyard/automobile graveyard.

**Attachments:**     [18-170 Cover Sheet](#)  
                              [Junkyard-Serve-U-Garage](#)

[18-171](#)                To approve the application of Joseph Galletta d/b/a Route 302 Auto Recyclers for a permit to operate a junkyard/automobile graveyard.

**Attachments:**     [18-171 Cover Sheet](#)  
                              [Junkyard-Route 302 Auto Recycler's](#)

[18-174](#)                To approve the application of Lewis Weatherby d/b/a Atlas Auto Parts for a permit to operate a junkyard/automobile graveyard.

**Attachments:**     [18-174 Cover Sheet](#)  
                              [Junkyard-Atlas Auto Parts](#)

[18-175](#)                To approve the application of Jeffrey Whitney d/b/a Whitney's for a permit to operate a junkyard/automobile graveyard.

**Attachments:**     [18-175 Cover Sheet](#)  
                              [Junkyard-Whitney's](#)

[18-176](#)                To approve the application of Robert Wolstenhulme d/b/a Bob's Salvage for a permit to operate a junkyard/automobile graveyard.

**Attachments:**     [18-176 Cover Sheet](#)  
                              [Junkyard-Bob's Salvage](#)

[18-177](#)                To approve the application of Roy E. thistle d/b/a Thistle's for a permit to

operate a junkyard/automobile graveyard.

**Attachments:**     [18-177 Cover Sheet](#)  
                              [Junkyard-Thistle's](#)

[18-178](#)                To approve an application submitted by Northern New England Telephone Operations LLC and Central Maine Power Company to locate one (1) utility pole, cables and wires there on Swett Road, approximately 2,820 feet Southerly of the intersection with center line of Town Farm Road.

**Attachments:**     [18-178 Cover Sheet](#)  
                              [Pole Location-Swett Road](#)

[18-172](#)                To appoint a voting delegate and an alternate voting delegate to the Maine Municipal Association annual business meeting.

**Attachments:**     [18-172 Cover Sheet](#)  
                              [MMA Annual Business Meeting Voting Credentials](#)

[18-182](#)                To authorize the purchase of snow pusher boxes from Milton Cat in the amount of \$7,723.00 as described in a memorandum from public works director Doug Fortier dated September 17, 2018.

**Attachments:**     [18-182 Cover Sheet](#)  
                              [Fortier Memo re. Snow Pusher Boxes 20180917](#)

[18-183](#)                To approve Amendment No. 2 to the professional services agreement with Wright-Pierce for wastewater planning and engineering services as approved by order 16-032 on February 23, 2016 for hydrogeological feasibility evaluation of the "Lippman site" in the amount of \$116,400 as discussed at the Council meeting of September 18, 2018.

**Attachments:**     [18-183 Cover Sheet](#)  
                              [WindhamHydroGeo\\_GWDPAmendment\(PFB-20180920\)](#)

[18-184](#)                To refer proposed amendments to the Land Use Ordinance, Chapter 140 of the Code of the Town of Windham with regard to cluster subdivisions as described in the memorandum dated July 31, 2018 from planner Amanda Lessard to the planning board for review and recommendation.

**Attachments:**     [18-184 Cover Sheet](#)  
                              [TC\\_packet\\_LRPC cluster subdiv\\_07-31-2018](#)

[18-185](#)                To approve a work plan for the Long Range Planning Committee as outlined in the memorandum dated September 19, 2018 from Ben Smith of NorthStar Planning.

**Attachments:**     [18-185 Cover Sheet](#)  
                              [LRPC work plan authorization memo\\_09-19-18](#)

## **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 18-319](#)

Sand-Salt Shed Repairs.

**Attachments:**

[Cover Sheet CD 18-319](#)

[180918 Windham sand salt fnd wall condition](#)

### **XIII. Agendas & Scheduling.**

[CD 18-321](#)

Agenda Items Reports.

**Attachments:**

[Agenda Items Scheduled 20180921](#)

[Agenda Items to be Scheduled 20180921](#)

[Projects & Issues List 20180921](#)

[Projects & Issues Sheets 20180921](#)

### **XIV. ADJOURN.**