



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Agenda

Town Council

Tuesday, December 11, 2018

7:00 PM

Council Chambers

WCCG TV-7 Now on Channel 1303

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 18-395](#) To approve the Minutes of the December 4, 2018 Special Council meeting.

Attachments: [Minutes-Spec. Town Council-12-4-2018](#)

[CD 18-396](#) To approve the Minutes of the December 4, 2018 Council Meeting.

Attachments: [Minutes-Town Council-12-4-2018](#)

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. CONSENT AGENDA.**

None.

VII. PUBLIC HEARINGS.

None.

Motion to suspend council rules.

[18-252](#) To enter into executive session under 1 M.R.S.A. §405(6)(D) for “discussion of labor contracts and proposals and meetings between a public agency and its negotiators” on the collective bargaining agreement with Teamsters Local 340 for the Windham Public Works Department.

[18-253](#) To approve a three year collective bargaining agreement for the period July 1, 2018 through June 30, 2021 between the Town of Windham and the Teamsters Local 340, and to authorize the Town Manager to sign the agreement on behalf of the Town.

Attachments: [18-253 Cover Sheet](#)
[2018-2021 DPW CONTRACT AGREEMENT](#)
[Appendix A - Wage Scales](#)

VIII. UNFINISHED BUSINESS & GENERAL ORDERS.

[18-221](#) To appoint David Whitten to the Retail Adult-Use and Medical Marijuana Task Force.

Attachments: [18-221 Cover Sheet](#)

Legislative History

10/23/18 Town Council postponed

[18-223](#) To appoint Shaw Dwight to the Retail Adult-Use and Medical Marijuana Task Force.

Attachments: [18-223 Cover Sheet](#)

Legislative History

10/23/18 Town Council postponed

[18-242](#) To grant a blanket letter of approval to the Windham Veteran's Association for its application for licenses to conduct Games of Chance Tournaments at Dena's Lobster House & Tavern for the period of January 1, 2019 through December 31, 2019.

Attachments: [18-242 Cover Sheet](#)
[Games of Chance-Windham Veteran's Assoc.](#)

[18-243](#) To find that the requirements of 28-A M.R.S.A. § 653 have been met and to approve an application submitted by Jordan Bay enterprises d/b/a Kelley's Sebago Diner for a renewal liquor license.

Attachments: [18-243 Cover Sheet](#)
[Kelley's Sebago Diner-Renewal Liquor](#)

[18-244](#) To amend the Council's rules of procedure by adding the definition of citizen to Section 29, "Council Appointments." (Sponsored by Councilors Chapman and Haskell)

Attachments: [18-244 Cover Sheet](#)
[Council Rules AMENDED 12112018](#)

[18-227](#) To set the salary of the assessor, and to take any other necessary action related thereto.

Attachments: [18-227 Cover Sheet](#)

[18-250](#) To approve application efforts to join the AARP Network of Age-Friendly Communities.

Attachments: [18-250 Cover Sheet](#)
[AGE Friendly Community](#)

[18-235](#) To authorize a partial release of the mortgage encumbering certain real property located on the southerly side of Angler's Corner Road, said mortgage having been granted by the Windham Economic Development Corporation to the Town of Windham and recorded in the Cumberland County Registry of Deeds in Book 27503, Page 228; and to further authorize the Town Manager to execute the Partial Release of Mortgage in substantially the same form attached hereto as Exhibit A.

Attachments: [18-235 Cover Sheet](#)
[Partial Release of Mortgage from Town to WEDC 11.26 & Exhibit A](#)

- [18-236](#) To authorize amendments of the promissory note and mortgage encumbering certain real property located on the southerly side of Angler's Corner Road, said mortgage having been granted by the Windham Economic Development Corporation to the Town of Windham and recorded in the Cumberland County Registry of Deeds in Book 27503, Page 228, which amendments shall extend the maturity date for each document from December 31, 2018 to December 31, 2019; and to further authorize the Town Manager to accept the amended promissory note and to execute the Amendment to Mortgage in substantially the same form attached hereto as Exhibit A.

Attachments: [18-236 Cover Sheet](#)
[Memo re Conveyances 11.29.18](#)
[Amendment to Mortgage \(WEDC & Town\) 11.26](#)
[Amendment to Promissory Note \(WEDC & Town\) 11.26](#)

- [18-245](#) To appoint a Council representative to the Retail Adult-Use and Medical Marijuana Task Force.

Attachments: [18-245 Cover Sheet](#)
[Retail Adult-Use and Medical Marijuana Establishments Task Force APPROVE!](#)

IX. 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 18-365](#) The Council will receive training on Maine's "Freedom of Access Act" as required by state law.

- [CD 18-394](#) Planning Board Recommendations for Amendments to Cluster Subdivisions.

Attachments: [PB packet Cluster Subdivision 10-17-18](#)
[TC packet PB recommend cluster subdiv 12-06-18](#)

- [CD 18-389](#) Cluster Subdivisions in the Farm Zone. (Sponsored by Councilors Chapman and Cummings)

Attachments: [Cluster subdivision overview 12-06-18](#)

X. Council Correspondence.

None.

XI. Town Manager's Report.

None.

XII. 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. Private Roads ad hoc Committee.
3. Windham Economic Development Corporation

XIII. Agendas & Scheduling.

XIV. ADJOURN.