



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Agenda

### Town Council

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Tuesday, April 9, 2019

6:15 PM

Council Chambers

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**Note the earlier start time to accommodate an executive session prior to the public hearing at 7:00 PM. WCCG TV-7 Now on Cannel 1303**

#### I. Roll Call of Members.

#### II. Pledge of Allegiance.

#### III. Executive Session.

##### [19-059](#)

To enter into executive session in accordance with Title 1 M.R.S.A. §405 (6) (F) to discuss application 19-A for abatement of property taxes pursuant to Title 36 M.R.S.A. §841.

##### Attachments:

[19-059 Cover Sheet](#)

[Poverty Abatements MMA Legal Services Information](#)

#### IV. Minutes to be Approved:

##### [CD 19-097](#)

To approve the Minutes of the April 2, 2019 Council Workshop meeting.

##### Attachments:

[Minutes-Town Council-4-2-2019](#)

[HLW-Private Septic System Survey](#)

## V. 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.*

## VI. PUBLIC HEARINGS.

[19-053](#) To receive public comment and act on proposed amendments to Town of Windham Land Use Ordinance, Chapter 140, Section 600 Mineral Extraction and 800 Site Plan Review Committee, related to mineral extraction operations.

**Attachments:** [19-053 Cover Sheet](#)  
[TC packet PB recommend Mineral Extraction 03-27-19](#)

## VII. CONSENT AGENDA.

[19-065](#) To find that the requirements of 28-A M.R.S.A. § 653 have been met and to approve an application submitted by Rustler's Windham, Inc. d/b/a Rustler's Steakhouse for a renewal Liquor License.

**Attachments:** [19-065 Cover Sheet](#)  
[Rustler's Steakhouse renewal Liquor License](#)

[19-066](#) To approve an application submitted by Rustler's Windham, Inc., d/b/a Rustler's Steakhouse located at 754 Roosevelt Trail for a renewal Special Amusement permit.

**Attachments:** [19-066 Cover Sheet](#)  
[Rustler's Steakhouse-renewal Special Amuse](#)

## VIII. UNFINISHED BUSINESS & GENERAL ORDERS.

[19-060](#) To find that the applicant met/did not meet the requirements for abatement of taxes pursuant to Title 36 M.R.S.A. §841 and to approve/deny application 19-A.

**Attachments:** [19-060 Cover Sheet](#)  
[Poverty Abatements MMA Legal Services Information](#)

[19-061](#) To approve changes to the Administrative Code Article VI, Section 18, Retirement Plan, so that upon hire the Town will match up to 6% of employee contributions to the deferred compensation plan as allowed under those plans.

**Attachments:** [19-061 Cover Sheet](#)  
[Memo HR Director - Deferred Comp](#)

[19-062](#) To approve changes to the Administrative Code Article VII, Section 8, Power Failure/Inclement Weather, which would pay employees for the time they would have otherwise worked and not require their use of sick/vacation time.

**Attachments:** [19-062 Cover Sheet](#)  
[Memo - Inclement Weather Closings](#)

[19-055](#) To authorize the purchase of a brush fire truck from Greenwood Emergency Vehicles in the amount of \$119,626.00 as described in a memorandum from Fire-Rescue Chief Brent Libby dated March 14, 2019.

**Attachments:** [19-055 Cover Sheet](#)  
[Memo Chief Libby](#)  
[2019 Brush Truck Bid Opening Sheet](#)

[19-056](#) To authorize the purchase of a new phone system from Consolidated Communications in the amount of \$44,160 and a call recording server from Exacom in the amount of \$17,290.80 as described in a memorandum from Information Services Manager Brett Burwell dated March 27, 2019.

**Attachments:** [19-056 Cover Sheet](#)  
[Memo B Burwell - Phone System Bid Award](#)

[19-064](#) To appoint Deputy Chief John Kooistra as Health Officer for the Town of Windham for a three-year term.

**Attachments:** [19-064 Cover Sheet](#)  
[Title 22, §451 Appointment of Local Health Officer](#)

- [19-058](#) To enter into executive session in accordance with Title 1 MRSA §405 (6) (D): "discussion of labor contracts and proposals and meetings between the body or agency and its negotiators".

Attachments: [19-058 Cover Sheet](#)

## **IX. Discussion Items.**

*None.*

## **X. Council Correspondence.**

- [CD 19-094](#) MDOT Public Meeting 4/17/2019 Town Hall - RE Traffic Signal at 202 & Falmouth Rd

Attachments: [MDOT Notice of Public Meeting](#)

- [CD 19-090](#) Social Services Monthly Report - February 2019

Attachments: [Social Services Monthly Report - February 2019.docx](#)

- [CD 19-093](#) Town Clerk's Report for March 2019.

Attachments: [monthly town clerk's report](#)

- [CD 19-096](#) Windham Public Library Newsletter

Attachments: [Check It Out April 2019](#)

- [CD 19-101](#) Windham Historical Society Correspondence

Attachments: [Notice of Intent to Move Old Grocery Store](#)  
[Susan Simonson, President WHS Email](#)

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

## **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. Windham Economic Development Corporation
4. Highland Lake Leadership Team
5. Shared Maintenance Facility Joint Project Team
6. Private Roads ad hoc Committee
7. Natural Resources Advisory Committee
8. Retail Adult Use & Medical Marijuana Task Force.

### **XIII. Councilors' Comments.**

### **XIV. Agendas & Scheduling.**

[CD 19-098](#)      Future Agenda Items

**Attachments:**      [Future Agenda Items](#)

### **XV. ADJOURN.**