



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Agenda

### Town Council

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Tuesday, May 28, 2019

6:00 PM

Council Chambers

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WCCG TV-7 Now on Channel 1303

#### I. Roll Call of Members.

#### II. Pledge of Allegiance.

#### III. Minutes to be Approved:

[CD 19-136](#) To approve the Minutes of the April 23, 2019 Council meeting.

**Attachments:** [Minutes-Town Council-April 23, 2019](#)

[CD 19-138](#) To approve the Minutes of the May 14, 2019 Council meeting.

**Attachments:** [Minutes-Town Council-5-14-2019](#)

[CD 19-142](#) To approve the Minutes of the May 21, 2019 Council meeting.

**Attachments:** [Minutes-Town Council-5-21-2019](#)

#### 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. PUBLIC HEARINGS.**

[19-038](#) To receive comment and approve a municipal services budget for fiscal year 2019-2020.

**Attachments:** [19-038 Cover Sheet](#)  
[Proposed Budget Impacts 5.21.2019](#)  
[Council Proposed Budget FY20](#)

[19-057](#) To receive public comment and act on proposed amendments to Town of Windham Land Use Ordinance, Chapter 140, Sections 300 Definitions; 400 Zoning Districts; and 500 Performance Standards for the replacement of the definition of Construction Services and Service Business, Landscaping and the addition of Contractor Services, Contractor Storage Yard, and Heavy Construction Services, Minor as uses in the Commercial 3 (C-3) zoning district.

**Attachments:** [19-057 Cover Sheet](#)  
[TC packet\\_PB recommend\\_C3 Amendment\\_05-02-19](#)

[19-074](#) To receive public comment and act on proposed amendments to Town of Windham Animal Control Ordinance, Chapter 81.

**Attachments:** [19-074 Cover Sheet](#)  
[Animal Control Ordinance REVISED KMC 051719](#)

**VI. CONSENT AGENDA.**

[19-092](#) To find that the requirements of 28-A M.R.S.A. § 653 have been met and to approve an application submitted by Trebig Enterprises, Inc. d/b/a Gilberts Chowder House II for a renewal Liquor License.

**Attachments:** [19-092 Cover Sheet](#)  
[Gilberts Chowder House-renewal Liq. Lic.](#)

[19-093](#) To approve an application submitted by Gilberts Chowder House II located at 61 Tandberg Trail for a renewal Special Amusement permit.

**Attachments:** [19-093 Cover Sheet](#)  
[Gilberts Chowder House-renewal Special Amusement](#)

**VII. UNFINISHED BUSINESS & GENERAL ORDERS.**

[19-102](#) To approve the consent agreement between the Town and Gerard and Sally Wilson, current owners of the property located at 10 Winchester Drive, and to authorize the town manager to take any other necessary action related thereto to finalize the agreement.

**Attachments:** [19-102 Cover Sheet](#)  
[Consent Agreement 10 Winchester](#)

[19-039](#) To approve the warrant for the 2020 annual town meeting.

**Attachments:** [19-039 Cover Sheet](#)  
[Warrant for June 2019 Town Meeting](#)

[19-090](#) To approve amendments to the Windham Public Library By-Laws.

**Attachments:** [19-090 Cover Sheet](#)  
[WPL ByLaws - Board of Trustees-DRAFT](#)  
[Windham Public Library By-Laws - clean](#)

[19-091](#) To appoint Carole Kelley to the Board of Assessment Review for a three-year term to end February 15, 2022. (Sponsored by Appointments Committee)

**Attachments:** [19-091 Cover Sheet](#)

[19-094](#) To find that the requirements of 28-A M.R.S.A. § 653 have been met and to approve an application submitted by Riding to the Top Therapeutic Riding Center for a Liquor License for an Incorporated Civic Organization.

**Attachments:** [19-094 Cover Sheet](#)  
[Riding to the Top Liquor License application](#)

[19-096](#) To approve a Victualer's permit application submitted by RuiYuan Yang d/b/a Eagle Sushi & Steakhouse LLC, located at 818 Roosevelt Trail.

**Attachments:** [19-096 Cover Sheet](#)  
[Eagle Sushi & Steakhouse new Victualer's permit](#)

[19-095](#) To approve one (1) application submitted by Kelly's Ice Cream Truck for a Mobile Food Service Unit license.

**Attachments:** [19-095 Cover Sheet](#)  
[Kelly's Ice Cream Truck-renew Mobile Food Permit](#)

[19-098](#) To approve one (1) application submitted by Robert Finley d/b/a Poppies Kettle Corn for a Mobile Food Service Unit license.

**Attachments:** [19-098 Cover Sheet](#)  
[Poppie's Kettle Corn-Mobile Food-2019-2020](#)

[19-099](#) To approve the list of 2019 Summerfest Victualer's applications for the Annual Summerfest Event on June 22, 2019 located at Windham High School, 406 Gray Road.

**Attachments:** [19-099 Cover Sheet](#)  
[SUMMERFEST VICTUALER'S 2019](#)

[19-100](#) To approve one (1) application submitted by Jason Klein d/b/a North East Ice Cream for a Mobile Food Service Unit license.

**Attachments:** [19-100 Cover Sheet](#)  
[North East Ice Cream-Mobile Food](#)

[19-101](#) To approve sixty (60) applications for renewal Victualer's permits.

**Attachments:** [19-101 Cover Sheet](#)  
[Victualer's Permit List-2019-2020](#)

## VIII. Discussion Items.

*None.*

## IX. Council Correspondence.

[CD 19-135](#) US Census 2020 Employment Opportunity.

**Attachments:** [2020 Census Job Announcement](#)

[CD 19-132](#) Parks and Recreation Department Monthly Report - April 2019

**Attachments:** [Monthly Report- April, 2019](#)

[CD 19-134](#) Fire-Rescue Department Monthly Report - April 2019

**Attachments:** [April 2019 Fire-Rescue Monthly Report.pdf](#)

[CD 19-137](#) Police Department Monthly Report - April

**Attachments:** [April Report](#)

[CD 19-139](#) Windham Public Library Monthly Report - April 2019

**Attachments:** [April 2019](#)

[CD 19-140](#) Save the Date! Highland Lake Association sponsored Buffer 'Blitz' Workshop.

**Attachments:** [Save the Date! Buffer Blitz Workshop](#)

[CD 19-141](#) Little Sebago Lake Association - Summer Newsletter

Attachments: [LSLA 2019 SummerNewsletter Web](#)

[CD 19-143](#) Accessory Building Front Setback Ordinance Amendment.

Attachments: [TC memo\\_accessory building setback\\_05-23-19](#)

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

## **XI. 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. Private Roads ad hoc Committee.
6. Natural Resources Advisory Committee.
7. Retail Adult Use & Medical Marijuana Task Force.

## **XII. Councilors' Comments.**

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

[CD 19-144](#) Future Agenda Items.

Attachments: [Future Agenda Items 5.24.2019](#)

## **XIV. ADJOURN.**