



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Agenda

### Town Council

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Tuesday, June 25, 2019

6:30 PM

Council Chambers

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#### I. Roll Call of Members.

#### II. Pledge of Allegiance.

#### III. Minutes to be Approved:

[CD 19-161](#) To approve the Minutes of the June 11, 2019 Council meeting.

Attachments: [Minutes-Town Council-6-11-2019](#)

**At this time we'd like to invite Parks & Recreation Director Linda Brooks to the podium to make a special presentation.**

#### 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.

[19-115](#) To receive public comment and act on a new Liquor License permit application submitted by Eagle Sushi & Steakhouse, LLC.

Attachments: [Eagle Sushi-New Liquor License App.](#)

**VI. CONSENT AGENDA.**

*None.*

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

- [19-113](#) To authorize the Assessor to adjust assessed values according to market value.
- Attachments:** [19-113 Cover Sheet](#)  
[AssessmentUpdate2019](#)
- [19-114](#) To approve an application submitted by Consolidated Communications of Northern New England Company LLC and Central Maine Power Company to locate one (1) utility pole and cables and wires there on Varney Mill Road, approximately 660 feet Southwesterly of the intersection with center line of Goldfinch Drive.
- Attachments:** [19-114 Cover Sheet](#)  
[Pole location-Varney Mill Rd](#)
- [19-116](#) To approve a new Victualer's permit application submitted by Susan Porter d/b/a Q's Dogs, located at 4 White's Bridge Road.
- Attachments:** [19-116 Cover Sheet](#)  
[Q's Dogs-New Victualer's Permit](#)
- [19-117](#) To approve one (1) application submitted by Susan Porter d/b/a Q's Dogs for a Mobile Food Service Unit license.
- Attachments:** [19-117 Cover Sheet](#)  
[Q's Dogs-New Mobile Food permit\(1\)](#)
- [19-118](#) To approve amendments to the Natural Resources Advisory Committee charge.
- Attachments:** [19-118 Cover Sheet](#)  
[Natural Resources Advisory Committee AMENDMENT](#)
- [19-120](#) To amend the Council's rules of procedure, changing the meeting start time and clarifying work session and regular meeting schedules to Section 1, "Regular Meetings," and clarifying the definition of a regular meeting in Section 16, "Reconsiderations."
- Attachments:** [19-120 Cover Sheet](#)  
[Council Rules AMENDMENT](#)

[19-122](#)

To approve the Town Clerk to act as Council designee for specified renewal licenses.

**Attachments:**[19-122 Cover Sheet](#)[Council Authority to Clerk 6.25.19](#)**VIII. 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 19-163](#)

Town Attorney-led Marijuana Decision Flow Chart Exercise.

**Attachments:**[Decision flowchart for marijuana](#)

*Public Comment.*

*Members of the public are asked to limit their comments to three minutes per agenda item.*

**IX. Council Correspondence.**[CD 19-167](#)

J Hawkes Correspondence re. Silver Bullets.

**Attachments:**[J Hawkes Correspondence re. Silver Bullets](#)[CD 19-153](#)

Town Clerk's Report for May 2019.

**Attachments:**[Town Clerk- Monthly report-May 2019](#)[CD 19-154](#)

Social Services Monthly Report - April 2019

**Attachments:**[Social Services Monthly Report - April 2019.docx](#)[CD 19-155](#)

Assessing & GIS Department Report for April & May 2019

**Attachments:**[Assessing & GIS Department April & May 2019](#)[CD 19-156](#)

Fire-Rescue Department Monthly Report - May 2019

**Attachments:**[May 2019 Fire-Rescue Monthly Report.pdf](#)[CD 19-157](#)

Windham Public Library Monthly Report - May 2019

**Attachments:**[Library Monthly Report - May 2019](#)[CD 19-160](#)

Parks and Recreation Monthly Report - May 2019

**Attachments:**[Parks & Rec Monthly Reports May2019](#)

[CD 19-169](#) Senior Property Tax Assistance Program (2018-2019)

Attachments: [Chapter 112 - Property Tax Assistance ADOPTED 20171010](#)  
[Program Eligibility FAQ 2019](#)  
[Windham Property Tax Assistance Application FY 2019](#)

## **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 19-165](#) Future Items Report.

Attachments: [Future Items](#)

## **XIV. ADJOURN.**