



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Agenda

Town Council

Tuesday, August 13, 2019

6:00 PM

Council Chambers

Please note the earlier start time

I. Roll Call of Members.

II. Pledge of Allegiance.

III. Executive Session.

[19-142](#)

To enter into executive session in accordance with Title 1 M.R.S.A. §405 (6) (F) to discuss application 2019-0809A for abatement of property taxes pursuant to Title 36 M.R.S.A. §841.

Attachments:

[19-142 Cover Sheet](#)

[Poverty Abatements MMA Legal Services Information](#)

IV. Minutes to be Approved:

[CD 19-184](#)

To approve the minutes of the July 9, 2019 Council meeting.

Attachments:

[Minutes-Town Council-7-9-2019](#)

[CD 19-185](#)

To approve the Minutes of the July 16, 2019 Special Council meeting.

Attachments:

[Minutes-Special Town Council-7-16-2019](#)

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.

[19-139](#)

To receive comment and act on proposed amendments to the Town's Licenses and Business Regulations, Chapter 101, Article II Victualer's License, Article III Liquor License, Chapter 56, Article II Coin-Operated Devices, Chapter 153, Motion Picture Theaters, and Chapter 176, Article II Mobile Food Services of the Code of the Town of Windham.

Attachments:

[19-139 Cover Sheet](#)

[Victualer's Ordinance amendment](#)

[Liquor License Ordinance-amendment](#)

[Coin-Operated Devices-Ordinances-aendment](#)

[Motion Picture Ordinance amended](#)

[Mobile Food Ordinance-amendment](#)

[Memo to Council-Business Lic Amendments](#)

[19-148](#)

To receive comment and act on a proposed Special Amusement Ordinance amendment, Chapter 56.5, C-4, page 8 related to the cost of advertising.

Attachments:

[19-148 Cover Sheet](#)

[Memo-Special Amusement-fee adjustment](#)

[Special Amusement Ordinance](#)

[19-149](#) To receive comment and act on a proposed amendment to the Liquor License Ordinance, Chapter 101, Article III of the Code of the Town of Windham.

Attachments: [19-149 Cover Sheet](#)
[Addendum Liquor License amendment](#)

VII. CONSENT AGENDA.

None.

VIII. UNFINISHED BUSINESS & GENERAL ORDERS.

[19-128](#) To approve a three year collective bargaining agreement for the period July 1, 2019 through June 30, 2021 between the Town of Windham and the Windham Police Association, and to authorize the Town Manager to sign the agreement on behalf of the Town.

Attachments: [19-128 Cover Sheet](#)
[DRAFT Police Contract 2019-2022](#)

Legislative History

7/9/19	Town Council	postponed
7/16/19	Town Council	postponed

[19-143](#) 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 2019-0809A.

Attachments: [19-143 Cover Sheet](#)
[Poverty Abatements MMA Legal Services Information](#)

[19-106](#) To set the tax rate for 2019-2020 at \$_____ per thousand dollars of assessed value.

Attachments: [19-106 Cover Sheet](#)
[Council-TaxRateCalculations](#)

[19-107](#) To set the dates on which 2019-2020 taxes will be due as October 1, 2019 and April 1, 2020.

Attachments: [19-107 Cover Sheet](#)

[19-108](#) To set the rate of interest that will be charged on overdue taxes for 2019-2020 at nine percent (9.00%).

Attachments: [19-108 Cover Sheet](#)

[19-124](#) To authorize and direct the Tax Collector/Treasurer, pursuant to Title 36 M.R.S.A. §906, to apply any tax payment received as payment against outstanding or delinquent taxes due in chronological order, beginning with the oldest unpaid obligation, including personal property, provided, however, that no such payment may be applied to any tax obligation for which an abatement application or appeal is pending, unless approved in writing by the taxpayer.

Attachments: [19-124 Cover Sheet](#)

[19-125](#) To authorize and direct the Tax Collector/Treasurer, pursuant to Title 36 M.R.S.A. §506, to accept prepaid property taxes at any time and to establish an interest rate of 0% on such payments.

Attachments: [19-125 Cover Sheet](#)

[19-144](#) To approve a ballot for the election of vice president and executive committee of the Maine Municipal Association.

Attachments: [19-144 Cover Sheet](#)
[MMA Annual Election](#)

[19-145](#) 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 Covered Bridge Road, approximately 1320 feet Westerly of the intersection with center line of River Road.

Attachments: [19-145 Cover Sheet](#)
[Consolidated Communications-Pole-Covered Brdg](#)

[19-152](#) 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 Roosevelt Trail, approximately 375 feet Northwesterly of the intersection with the center line of Varney Mill Road.

Attachments: [19-152 Cover Sheet](#)
[Pole Location Roosevelt Tr.](#)

[19-153](#) 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 Chute Road approximately 725 feet Southeasterly of the intersection with center line of Falcon Road.

Attachments: [19-153 Cover Sheet](#)
[Pole Location Chute Road](#)

[19-146](#) To approve the agreement with Portland Water District concerning the Depot Street water main and pump station projects, and to authorize the Town Manager to sign the agreement on behalf of the Town.

Attachments: [19-146 Cover Sheet](#)
[Portland Water District Agreement](#)

[19-147](#) To approve the LED street light purchase and sale agreement as described by Realterm Energy and authorize the town manager to take any other necessary action related thereto to finalize the agreement.

Attachments: [19-147 Cover Sheet](#)
[O-1108 P-0855 1-Pager IGA Summary Windham ME 2019-07-19](#)
[O-1108-P0855 IGA Windham ME 2019-06-13](#)

[19-151](#) To authorize the adjustment of the Town Clerk's salary to the M2 classification on the management pay scale.

Attachments: [19-151 Cover Sheet](#)

[19-154](#) To approve the proposed revisions to the non-exempt and exempt pay scales.

Attachments: [19-154 Cover Sheet](#)
[Memo Compensation Study](#)
[Non-Union Pay Scales FY20 REVISED](#)
[Management Pay Scales FY20 REVISED](#)

IX. Discussion Items.

[CD 19-201](#) Property Tax Assistance Program - Results 2018-2019 Tax Year.

Attachments: [Chapter 112 - Property Tax Assistance ADOPTED 20171010](#)
[DHG memo to council SR tax assistance program](#)

X. Council Correspondence.

[CD 19-188](#) PretiFlaherty Response to Conflict of Interest Assertions

Attachments: [Attorney Response 7.15.2019](#)

[CD 19-181](#) Fire-Rescue Department Monthly Report - June 2019

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

[CD 19-180](#) Parks and Recreation Department Monthly Report - June 2019

Attachments: [Monthlyreportsjune2019](#)

- [CD 19-183](#) Social Services Monthly Report - May 2019
Attachments: [Social Services Monthly Report - May 2019.docx](#)
- [CD 19-187](#) Social Services Monthly Report - June 2019
Attachments: [Social Services Monthly Report - June 2019.docx](#)
- [CD 19-186](#) Windham Public Library Monthly Report - June 2019
Attachments: [June2019](#)
- [CD 19-191](#) Windham Public Library Newsletter.
Attachments: [Check It Out - August 2019](#)
- [CD 19-192](#) Town Clerk's Report for July 2019.
Attachments: [Town Clerk's July report](#)
- [CD 19-193](#) Assessing & GIS Department Report for June & July 2019
Attachments: [Assessing & GIS Department June & July 2019](#)
- [CD 19-194](#) Cumberland County Notice of Caucus.
Attachments: [District 2 Caucus, Finance Committee 9.4.2019](#)
- [CD 19-195](#) Northern Light Health, Letter of Thanks.
Attachments: [Thank you for Agency Funding - Northern Light Health](#)
- [CD 19-196](#) PWD Sebago Lake Watershed News.
Attachments: [Sebago Lake Watershed News - Summer 2019](#)
- [CD 19-197](#) MMA Risk Management Dividend Payment.
Attachments: [MMA Risk Managment Announcement](#)
- [CD 19-198](#) The Opportunity Alliance - Letter of Thanks.
Attachments: [Thank you for Agency Funding - The Opportunity Alliance](#)
- [CD 19-199](#) MaineHealth Care at Home - Letter of Thanks.
Attachments: [Thank you for Agency Funding - MaineHealth Care at Home](#)
- [CD 19-200](#) Through These Doors - Letter of Thanks.
Attachments: [Thank you for Agency Funding - Through These Doors](#)

XI. Town Manager's Report.

XII. Committee Reports.

A. Council Subcommittees.

1. Appointments Committee.
2. Finance Committee.

B. Other Committees.

1. Land Use Ordinance Committee.
2. Public Easement Advisory Committee/Roads Policy Task Force.
3. Windham Economic Development Corporation

V. Councilors' Comments.

XIII. Agendas & Scheduling.

XIV. ADJOURN.