



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Agenda

### Town Council

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Tuesday, February 11, 2020

6:30 PM

Council Chambers

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#### Council Meeting

#### I. Roll Call of Members.

#### II. Pledge of Allegiance.

#### III. Minutes to be Approved:

[CD 20-055](#) To approve the Minutes of the January 28, 2020 Council meeting.

**Attachments:** [Minutes-Town Council-1-28-2020](#)

[CD 20-058](#) To approve the Minutes of the February 4, 2020 Council meeting.

**Attachments:** [Minutes-Town Council-2-4-2020](#)

#### 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. PUBLIC HEARINGS.

[20-031](#) To receive public comment and act on a proposed zone change request from RMills, LLC to amend the official Town of Windham zoning map, to rezone a portion of a property on River Road identified on Tax Map 5, Lot 1-1, from Farm Residential (FR) to Medium-Density Residential (RM).

**Attachments:** [20-031 Cover Sheet](#)  
[PB to TC\\_TM 5 11-1\\_FR-RM\\_12-23-19 R Mills Rezone Request](#)

## VII. CONSENT AGENDA.

*None.*

## VIII. UNFINISHED BUSINESS & GENERAL ORDERS.

[20-032](#) To approve the Town Clerk's roster of Warden and Deputy Warden for the March 3, 2020 Presidential Primary/Special Referendum Election; for districts 24 & 25.

Warden: Yvonne Myer  
Deputy Warden: Sally Babb

**Attachments:** [20-032 Cover Sheet](#)

[20-033](#) To set poll hours and polling location for the March 3, 2020 Presidential Primary/Special Referendum Election as 7:00 a.m. to 8:00 p.m. at the Windham High School's Auxiliary Gym.

**Attachments:** [20-033 Cover Sheet](#)

[20-034](#) To set the date and time for extended hours of the Registrar of Voters as 4:00 to 7:00 p.m. on Wednesday, February 26, 2020.

**Attachments:** [20-034 Cover Sheet](#)

[20-035](#) To approve the July 1, 2020 to June 30, 2021 contract for services provided by the Animal Refuge League.

**Attachments:** [20-035 Cover Sheet](#)  
[ARL Contract 2020-2021](#)  
[ARL Outcomes 2019](#)

[20-037](#) To appoint Jean Grant to a three-year term on the Human Services Advisory Committee, to expire May 15, 2022.

**Attachments:** [20-037 Cover Sheet](#)

[20-038](#) To appoint Carolyn Allen to the Summerfest Organizing Committee.

**Attachments:** [20-038 Cover Sheet](#)

- [20-039](#) To appoint Michael Hall to a three-year term on the Human Services Advisory Committee, to expire May 15, 2023.
- Attachments:** [20-039 Cover Sheet](#)
- [20-040](#) To approve an application submitted by Bob's Seafood located at 901 Roosevelt Trail for a renewal Special Amusement permit.
- Attachments:** [20-040 Cover Sheet](#)  
[Bob's Seafood-Renewal Special Amusement](#)
- [20-041](#) To approve the Town's participation in and appoint both a voting delegate and an alternate voting delegate to the Maine Service Centers Coalition.
- Attachments:** [20-041 Cover Sheet](#)  
[Maine Service Centers Coalition Membership](#)  
[Maine Service Centers Coalition Invoice](#)
- [20-042](#) To approve an application submitted by Binga's Windham, LLC located at 106 Main Street for a renewal Special Amusement permit.
- Attachments:** [20-042 Cover Sheet](#)  
[Bingas Renewal Spec. Amusement](#)
- [20-043](#) To approve an application submitted by Central Maine Power Company and Northern New England Telephone Operations, LLC to locate one (1) utility pole and cables and wires there on the Land of Nod Road, starting at the Corner of Morgan Lane and Land of Nod, approximately +/- 50 feet, Westerly from Morgan Lane.
- Attachments:** [20-043 Cover Sheet](#)  
[Pole Location-Land of Nod](#)

## IX. Council Correspondence.

- [CD 20-053](#) Natural Resources Advisory Committee Meeting Minutes.
- Attachments:** [1.22.20 Minutes](#)
- [CD 20-056](#) Windham Public Library Newsletter.
- Attachments:** [Check It Out - February 2020](#)
- [CD 20-057](#) Assessing & GIS Department Report January 2020
- Attachments:** [Assessing & GIS Department January 2020](#)
- [CD 20-061](#) Social Services Monthly Report - January 2020
- Attachments:** [Social Services Monthly Report - January 2020.docx](#)

**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. Public Easement Advisory Committee.

**XII. 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 20-060](#) Marijuana Licensing Ordinance Proposal with Town Attorney.  
(Follow-up to the Council's discussion of February 4, 2020.)

**Attachments:** [Draft -Marijuana-Licensing-Ordinance revised 020620](#)  
[Marijuana Business License Application](#)

[CD 19-179](#) Private Road Easements for Winter Maintenance - Proposed work requirements to maintain easements.

**Attachments:** [Public Easement Roads - Councilor Nadeau suggestion](#)  
[Policy Winter Maintenance on Public Easements](#)

[CD 20-054](#) Council Rules Follow-Up Discussion.

**Attachments:** [Council Rules recommendations from 1\\_28 meeting KMC edit](#)  
[Council Rules CLEAN with KMC questions](#)  
[Council-Staff Communications excerpt KMC 020620](#)

**XIII. Agendas & Scheduling.**

**XIV. ADJOURN.**