



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Agenda

Town Council

Tuesday, November 24, 2020

6:30 PM

Virtual Meeting Via Zoom.

To Join the meeting remotely use this link: <https://us02web.zoom.us/j/82165709979> or you may call 1-646-558-8656 and enter meeting ID: 821 6570 9979.

In accordance with Public Law Chapter 617 adopted as emergency legislation by the Maine State Legislature on March 17, 2020 and signed into effect by Governor Mills, 1 MRSA § 403-A permits public proceedings through remote access during the declaration of state of emergency due to COVID-19.

Zoom will be the meeting platform used by both the Council and the public. Information about using Zoom is available at <https://support.zoom.us/hc/en-us/articles/115004954946-Joining-and-participating-in-a-webinar-attendee->.

*Please note that members of the public will need to use the raise your hand feature in Zoom or type *9 on the phone to be called on and heard during the public testimony portion of the agenda.*

If you prefer, you may also email the Council at TownCouncil@windhammaine.us prior to the meeting with your thoughts on an issue and if you would like, please note that you would like the email read into the record during public participation or during that agenda item. Please keep in mind we request stated comments to be three minutes or less.

The meeting will be recorded and broadcast live on WindhamTV (Channel 7) and the Town's Facebook page.

I. Roll Call of Members.

II. Pledge of Allegiance.

III. Minutes to be Approved:

[CD 20-192](#) To approve the minutes of the October 27, 2020 Special Council Meeting.

Attachments: [Special Minutes-Council-10-27-2020](#)

[CD 20-193](#) To approve the Minutes of the October 27, 2020 Council meeting.

Attachments: [Minutes-Council-10-27-2020](#)

[CD 20-195](#) To approve the Minutes of the November 10, 2020 Council meeting.

Attachments: [Minutes-Council-11-10-2020](#)

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.**

None.

VII. CONSENT AGENDA.

None.

VIII. UNFINISHED BUSINESS & GENERAL ORDERS.

[20-152](#)

To authorize the borrowing of an amount not to exceed \$4,960,554 by the Town of Windham (the "Town") by the issuance of one or more general obligation bonds, which general obligation bonds will pay all or a portion of the costs of the design, construction, improvement, expansion, repair and equipping of the police and fire station located at 375 Gray Road and related development of the site; repair of sidewalks on Route 35; repair, improvement and repaving of portions of Brand Road; design, acquisition, installation, upgrade, improvement and maintenance of traffic lights; and the acquisition of an ambulance, dump truck and pickup truck; and costs of issuance of the bonds, with the details of such borrowing determined by the Council.

For the Council's reference, Moors & Cabot, Inc. is acting as the Town's municipal advisor for the issuance of the bonds.

Attachments:

[20-152 Cover Sheet](#)

[Bond Order 16235914_1](#)

[2021-Windham Bonds Schedule](#)

[Warrant FY21](#)

[20-247](#)

To authorize the addition of various assigned fund balance amounts to the fiscal 2020-2021 budget accounts.

Attachments:

[20-247 Cover Sheet](#)

[Finance Dir Memo](#)

[20-252](#)

To approve the proposed noon-time closure of the municipal offices and public library on Thursday, December 24, 2020.

Attachments:

[20-252 Cover Sheet](#)

[20-253](#)

To approve the write off of 2013 uncollected personal property taxes of \$86.70 for account B1545P.

Attachments:

[20-253 Cover Sheet](#)

[20-254](#)

To approve the write off of 2014 uncollected personal property taxes of \$13.03 for account S2035P.

Attachments:

[20-254 Cover Sheet](#)

[20-255](#)

To consent to an "Access, Utilities and Communications Easement" as amended, between Laurence and Kathryn Clark and TPE ME WHO2, LLC, which includes an existing right of way granted by the Town of Windham known as Old Swett Road or Old Range Road; and to further authorize the Town Manager to take any other action related thereto to finalize the action.

Attachments:

[20-255 Cover Sheet](#)

[WH02 Access and Utilities Easement 20201118](#)

IX. Council Correspondence.

[CD 20-196](#) Financial Reports as of October 31, 2020

Attachments: [Revenues as of October 31 2020.pdf](#)
[Expenses as of October 31 2020.pdf](#)

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. Natural Resources Advisory Committee.
6. Public Easement Advisory Committee.
7. Public Dirt Road Sub-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 20-191](#) Solid Waste Ordinance Revisions.

Attachments: [Solid Waste Chapter 204 DRAFT AMENDMENTS markup copy](#)
[Solid Waste Chapter 204 AMENDMENTS CLEAN](#)
[wastehauler license application](#)

XIII. Agendas & Scheduling.**XIV. Executive Session.**[20-250](#)

To enter into executive session pursuant to Title 1 M.R.S.A. §405(6)(E), for “consultations between a body or agency and its attorney concerning the legal rights and duties of the body or agency, [or] pending or contemplated litigation,” and in accordance with Title 1 MRSA §405 (6) (C) for the discussion or consideration of the condition, acquisition or the use or real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development since premature disclosures of the information would prejudice the competitive or bargaining position of the Town.

Attachments:[20-250 Cover Sheet](#)**XV. ADJOURN.**