



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Agenda

Town Council

Tuesday, January 12, 2021

6:30 PM

Remote meeting via Zoom.

To Join the meeting remotely use this link: <https://us02web.zoom.us/j/81381613732> or you may call 1-646-558-8656 and enter meeting ID: 813 8161 3732.

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 20-210](#) To approve the Minutes of the December 22, 2020 Council meeting.

Attachments: [Minutes-Council-12-22-2020](#)

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.

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. Annual Training Session with Legal Counsel.

[CD 21-001](#) Freedom of Access - Public Records and Open Meetings Training for Council.

VIII. CONSENT AGENDA.

[21-001](#) To appoint Mike Duffy to the Marijuana License Fee Committee.

Attachments: [21-001 Cover Sheet](#)
[Marijuana License Fee Committee Charge](#)

[21-002](#) To appoint Marge Govoni to the Marijuana License Fee Committee.

Attachments: [21-002 Cover Sheet](#)
[Marijuana License Fee Committee Charge](#)

[21-003](#) To appoint David Foster to the Energy Advisory Committee for a three-year term to expire August 15, 2024.

Attachments: [21-003 Cover Sheet](#)
[Energy Advisory Committee](#)

[21-004](#) To appoint Deb McAfee to the Human Services Advisory Committee for a three-year term to expire May 15, 2024.

Attachments: [21-004 Cover Sheet](#)
[Human Services Advisory Committee AMENDED 130423](#)

[21-005](#) To appoint Marge Govoni to the Human Services Advisory Committee for a three-year term to expire May 15, 2024.

Attachments: [21-005 Cover Sheet](#)
[Human Services Advisory Committee AMENDED 130423](#)

[21-006](#) To appoint Judy Vance as Registrar of Voters to serve a two-year term.

Attachments: [21-006 Cover Sheet](#)
[Registrar\(1\)](#)

[21-009](#) To accept the donation of a 2013 Neoteric Hovercraft for use by the Fire-Rescue Department for emergency response purposes.

Attachments: [21-009 Cover Sheet](#)
[Chief Libby Memo](#)

IX. UNFINISHED BUSINESS & GENERAL ORDERS.

[21-008](#) To approve proposed changes to Article VI, Benefits, updating references to vacation as earned time as well as eligibility and earning revisions.

Attachments: [21-008 Cover Sheet](#)
[Memo P Moss re Earned Paid Leave Act](#)

[21-024](#) To authorize the purchase of a 2021 Braun Ambulance from Autotronics for a cost not to exceed \$210,000, as described in a memorandum from Fire-Rescue Chief Brent Libby dated January 5, 2021.

Attachments: [21-024 Cover Sheet](#)
[Memo from Chief Libby](#)

[21-010](#) To endorse an application for Community Development Block Grant (CDBG) funds for the proposed "Little Falls - South Windham Village Master Plan", which is a joint project with Gorham.

Attachments: [21-010 Cover Sheet](#)
[2021 CDBG PLANNING Application - Little Falls South Windham final](#)
[TC memo Little Falls-South Windham Master Plan CDBG](#)
[2021 CDBG Grant Applications Summary](#)

[21-011](#) To endorse an application for Community Development Block Grant (CDBG) funds for the proposed “Economic Development and Job Creation Grant”, for the former South Windham Fire Station.

Attachments: [21-011 Cover Sheet](#)
[2021 CDBG GENERAL Application Windham JCS Property Management Ex](#)
[2021 CDBG Grant Applications Summary](#)

[21-012](#) To endorse an application for Community Development Block Grant (CDBG) funds for parking and roadway improvements in South Windham.

Attachments: [21-012 Cover Sheet](#)
[2021 CDBG GENERAL Application South Windham Village Main Steet Parking](#)
[Proposed Parking Projects - Images](#)
[2021 CDBG Grant Applications Summary](#)

[21-014](#) To approve the write off of twelve (12) uncollected personal property tax accounts in the amount of \$4,335.86.

Attachments: [21-014 Cover Sheet](#)
[Personal Property Write Off](#)

[21-015](#) To award a contract for town-wide statistical revaluation services to Vision Government Solutions in the amount of \$77,000, to be funded from Council Contingency in the amount of \$50,000, which currently has a balance of \$100,000, and \$27,000 from several accounts where training budgets have been frozen due to the COVID pandemic.

Attachments: [21-015 Cover Sheet](#)
[Memo Statistical Revaluation](#)
[VISION Statistical Revaluation Proposal](#)

[21-022](#) To adopt proposed changes to the Town’s Post Issuance Compliance Policy Relating to Bonds Issued by the Town.

Attachments: [21-022 Cover Sheet](#)
[Town Council Memo.Windham.2021GOB](#)
[Post Issuance Compliance Policy Relating to Bonds Issued by the Town 2011 -](#)

X. Council Correspondence.

[CD 20-205](#) Maine Health Care at Home Correspondence.

Attachments: [Maine Health Care at Home Thank You](#)

[CD 20-208](#) Maine Fire Chiefs’ Association Correspondence.

Attachments: [Chief Libby Accomplishment](#)

[CD 21-005](#) Cumberland County EMA.

Attachments: [Five Year Mitigation Plan Process Underway](#)

[CD 21-015](#) Maine Municipal Association Correspondence.

Attachments: [2021 MMA Membership Dues and Service Program](#)

XI. Town Manager's Report.

XII. 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.

XIII. Discussion Items.

[CD 21-004](#) Bond Process: Preliminary Official Statement.

Attachments: [2021-Windham\(POS for Council\)](#)

[CD 21-003](#)

New Tax Increment Finance (TIF) Districts Proposed.

(1-South Windham Fire Station & Apartments, 2-Roosevelt Trail Promenade Extension, and 3-Kettle Estates/Varney Mill)

Attachments:

[Windham TIF Program Update](#)

XIV. Agendas & Scheduling.

XV. ADJOURN.