



**Town of Windham**  
Office of the Town Manager  
8 School Road  
Windham, ME 04062

Anthony T. Plante, Town Manager  
atplante@windhammaine.us

207.892.1907 voice  
207.892.1910 fax

## MEMORANDUM

To : Town Council  
From : Anthony T. Plante, Town Manager  
Date : May 4, 2018  
Re : Town Manager's Report

### Schedule.

T	May 8	7:00 p.m.	Council Meeting
Th	May 10	6:00 p.m.	Finance Committee/Council budget workshop
T	May 15	7:00 p.m.	Council Meeting
Th	May 17	7:00 p.m.	Finance Committee/Council budget workshop
T	May 22	7:00 p.m.	Council Meeting
M	May 28		Offices Closed (Memorial Day)
		10:00 a.m.	Memorial Day Ceremonies
T	May 29		No Meeting (5 <sup>th</sup> Tuesday)
T	June 5	7:00 p.m.	Council Meeting
T	June 12	7:00 p.m.	Council Meeting
Sat	June 16	10:00 a.m.	Budgetary Town Meeting
T	June 19	7:00 p.m.	Council Meeting
T	June 26	7:00 p.m.	Council Meeting

### Scheduling Notes.

The Council's/Finance Committee's budget review continues May 10, 2018 at 6:00 p.m., as outlined below. The process wraps up with the public hearing and vote scheduled for May 22 and town meeting on Saturday, June 16, 2018:

### Thursday, May 10, 6:00 p.m. to 9:00 p.m. (Council Chambers)

Capital, Debt & Other (19XXX accounts)  
Property & Inspection (16XXX accounts)

Town Manager's Report  
May 4, 2018

Page 2 of 3

Code Enforcement (16110)  
Assessing (16510)  
GIS (16520)  
Abatements (16530) . discussion, no proposal included  
Development & Conservation (17XXX accounts)  
Planning (17110)  
Comprehensive Plan (17120)  
WEDC (17210)  
Deliberations . part I

**Tuesday, May 15, 7:00 p.m. to 9:00 p.m. (Council Chambers)**

Deliberations . part II (as needed following other meeting business)

**Tuesday, May 22, 7:00 p.m.**

Deliberations . part II (as needed)  
Council public hearing and vote

**Saturday, June 16, 10:00 a.m.**

Budgetary town meeting

Memorial Day ceremonies will be held at the high school canopy entrance at 10:00 a.m.  
Monday, May 28, 2018 following the Memorial Day parade.

**Report.**

*Applicant Searches.*

The finance director search continues, with hopes that it will be concluded soon.

Applications for planning director also are under review.

*Shared Maintenance Facility.*

The letter of intent to Great Falls Construction was issued following the Council's vote on April 24. We are still working through the contracts with legal counsel, the town's design team, and Great Falls. We hope to have DEP approvals in hand soon, though a modification will be needed due to changes following the Planning Board meeting of April 23. The fuel island will be moved away from the side of the site adjacent to the

Town Manager's Report  
May 4, 2018

Page 3 of 3

Pleasant River and closer to Windham Center Road, a change which our engineers do not think will result in much or any additional expense. Overall, the site significantly reduces the environmental impact of the use because there is essentially no stormwater treatment now, but will be extensively managed and treated on the site once it is redeveloped.

Please refer to the attached projects and issues list and individual project sheets for issues in addition to what I have highlighted above, and let me know if you have any questions.