



**Town of Windham**  
Office of the Town Manager  
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## MEMORANDUM

To : Town Council  
From : Anthony T. Plante, Town Manager  
Date : May 16, 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
M	May 21	6:00 p.m.	Finance Committee/Council budget workshop
T	May 22	7:00 p.m.	Council Meeting
T	May 23	6:00 p.m.	Special Meeting
M	May 28		Offices Closed (Memorial Day)
		10:00 a.m.	Memorial Day Ceremonies
T	May 29		Special Meeting
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 21, 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:

#### Monday, May 21, 6:00 p.m. (Council Chambers)

Deliberations

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

Deliberations (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.

The special meeting on May 29 at 6:00 p.m. is a joint Council/Planning Board/Zoning Board training on the respective roles of each body. Refreshments will be provided.

**Report.**

*Applicant Searches.*

Applications for planning director are under review, as are applications for code enforcement officer. The animal control officer is relocating to another state; the search for her replacement will start as soon as possible.

*Shared Maintenance Facility.*

Work on contracts has been done; they are under review by Great Falls. We have been told by DEP that we will have approval at the end of this week. A special planning board meeting may be called later this month (the regular meeting date falls on Memorial Day).

*LED Streetlight Project.*

The inventory and audit of streetlights by RealTerm Energy in anticipation of the conversion to LED fixtures will begin in late May/early June. Once we have the audit done, we can work on negotiating the purchase of the existing fixtures from CMP, and contracting for the design, purchase, and installation of new fixtures.

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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.