



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 : August 3, 2018
Re : Town Manager's Report

Schedule.

T	August 7	7:00 p.m.	Council Meeting
T	August 28	7:00 p.m.	Council Meeting
M	September 3		Offices Closed (Labor Day)
T	September 4	7:00 p.m.	Council Meeting
T	September 11	7:00 p.m.	Council Meeting
T	September 18	7:00 p.m.	Council Meeting
T	September 25	7:00 p.m.	Council Meeting

Scheduling Notes.

The Council meeting of August 14th was moved to August 7th, so there will be no meeting on the 14th. The next scheduled Council meeting after the 7th is August 28th.

Report.

Plan review.

On July 26th I met with Dennis Brown, John MacKinnon, Amanda Lessard, and Jon Earle this morning. We are working on what amounts to a policy statement to incorporate into the Land Use Ordinance for site plan and subdivision applications expressing the intent to conduct higher intensity reviews of projects in lake and pond watersheds. It may also address the scope and nature of plan review, and when outside consultants (i.e. third parties) would be involved. We had a follow up meeting yesterday and will be finalizing some proposed amendments for the Council's review later this month.

Maintenance facility:

At the July 25 construction meeting Great Falls confirmed the additional cost to steel as \$15,000. The actual cost is about \$22,000, but Great Falls will absorb the amount above what they originally told us it would be. On the plus side, we have a credit of \$40,675 on electrical service to the new facility, as the actual amount came in significantly under the contract allowance.

Most, if not all, of the concrete foundation walls are now complete, the water main has been tapped for service, and the cold (unheated) storage building is on site awaiting assembly. This past week, a utility contractor has been installing gas line along Windham Center Road. Along with providing service to the maintenance facility, the public library will be connected and updated with a natural gas-fired boiler later this year.

The pre-engineered building is still on schedule for September 7 and architectural plans are complete and submitted to code. We have provided locations for phone, data, cable, access control, and security cameras for the electrical plan and selected all exterior finishes and colors. Interior materials, colors, and finishes should be ready to review in another week or so.

Another construction meeting is scheduled for August 8, 2018.

Road/Traffic Issues.

As I reported at the Council meeting of July 24, several road and traffic related issues have come up, and I want to provide an update on a couple of them:

Route 302 & Franklin Drive.

We are looking at ways to improve westbound drivers' awareness of access to Erik's Church at Sebago Plaza by adding signage. We may add pavement markings to prohibit left turns into the Sebago Plaza curb cut west of the intersection also to help reduce traffic backups.

Colonial Park Drive & Route 302.

Planning staff and I met with the town's legislative delegation about residents' concerns at the intersection of Colonial Park Drive and Route 302. We explored a couple of different ideas . extending the planned center turn lane from the Assembly of God Church to the Raymond line, and/or working to create a connection through to Enterprise Drive and focus traffic where we might be able to get a traffic signal approved. Either way, our

next step is to engage Maine DOT staff and get this in their review and planning process.

Sprinkler Amendments.

The sprinkler amendments provided in mark-up form (copy attached) were sent to the Planning Board for review and recommendation. The board will take them up as a discussion item at its meeting of August 13, 2018 and hold a public hearing on them at its meeting of August 27, 2018.

Senior Property Tax Assistance Program.

As of the Wednesday, August 1 deadline for receipt of applications we had 79 applications. We will complete our review of the applications to report on them for Council approval at the meeting of August 28, 2018.

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.