



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 : September 21, 2018
Re : Town Manager's Report

Schedule.

T	September 25	7:00 p.m.	Council Meeting
T	October 2	7:00 p.m.	Council Meeting
M	October 8		Offices Closed (Columbus Day)
T	October 9	7:00 p.m.	Council Meeting
T	October 16	7:00 p.m.	Council Meeting
T	October 23	7:00 p.m.	Council Meeting
T	October 30		No Meeting Scheduled (5 th Tuesday)
T	November 6		No Meeting (Election Day)
M	November 12		Offices Closed (Veterans Day)
T	November 13	7:00 p.m.	Council Meeting

Scheduling Notes.

As previously reported, I will be attending the ICMA Conference in Baltimore through next Wednesday and will not be at the meeting of September 25. Department heads will be present to address any items they have on the agenda.

The Council will have a public hearing and vote on Land Use Ordinance amendments relating to residential sprinklers at its meeting of October 2nd, along with a discussion of changes to the town's Fire Prevention and Life Safety Code to exempt certain classes of occupancies, mainly agricultural in nature.

The Council will have a public hearing and vote on changes to the general assistance ordinance at its meeting of October 9th. Even though the changes to the ordinance are not yet in effect, we still have to follow the GA maximums beginning October 1 (the start

of the federal fiscal year) in order to remain eligible for reimbursement. This has long been a timing issue because of when we get the model ordinance updates from MMA, and when they get the new Fair Market Rent figures from the US Department of Housing and Urban Development.

Report.

Maintenance Facility.

Steel for the pre-engineered building is well underway. We expect to see panels going on soon. Interior materials and finishes have been selected, and we will be coordinating with the project architect on selection and ordering of other furniture, fixtures, and equipment. The project remains on schedule and within budget. At something like 30-40% completion, we still have about \$322,000 of the nearly \$350,000 in the project budget for contingency.

Archangel Committee.

Last month Dan Glover from The Archangel Committee, Sister Cities Project addressed the Council about the project's thirtieth anniversary, a photo exhibition, and seeking contributions of \$150 each from communities in the Greater Portland region that are part of the project, as Windham is. A contribution in that amount is on its way to the committee, along with an offer to host the photo exhibition.

River Road/Route 202(Main Street) Safety Concerns.

With the creation of an offsite parking lot for Binga's in South Windham, we have gotten calls about pedestrian safety concerns. Code and planning will be meeting with the business owner, in consultation with MDOT, to see what steps can be taken to make the situation safer.

Other Traffic Safety Issues.

Signs have been ordered to clarify lane assignments on Route 302 eastbound toward the intersection of River Road. New high-visibility signs will be posted on River Road approaching the curves near the Pleasant River and Laskey Road. There are already old signs with advisory speed limits; the new signs will be brighter, and we will add chevrons approaching the downhill right hand curve northbound at Laskey Road.

Staff has contacted MDOT about the Route 302/Colonial Park issue to initiate consideration of the extension of the two-way left turn lane (TWLTL) all the way to Raymond.

Town Manager's Report
September 21, 2018

Page 3 of 3

Retail Adult-Use and Medical Marijuana Establishments Task Force Charge.

Attached is an updated copy of the charge for the new task force, as revised by the Council in its vote on September 18, 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.