



Town of Windham

Town Offices
8 School Road
Windham, Maine

Cover Sheet

File Number: 19-061

Agenda Date: 4/9/2019

Version: 1

Status: Agenda Ready

In Control: Town Council

File Type: Order

Agenda Number:

I. Council Action Requested.

To approve changes to the Administrative Code Article VI, Section 18, Retirement Plan, so that upon hire the Town will match up to 6% of employee contributions to the deferred compensation plan as allowed under those plans.

II. Basis for Council Action.

Council approval of this item is required because;

- a. Article III, Section 2(A)(10) of the Charter requires the Town Manager to "prepare an Administrative Code, submit it to the Council and be responsible for its administration after adoption by the Council,"

III. Issue Summary.

Please see the attached memo from HR Director Phyllis Moss.