



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Minutes - Final

### Town Council

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Tuesday, March 21, 2017

7:00 PM

Council Chambers

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#### Meeting and items postponed from 3/14/2017

#### I. Roll Call of Members.

**Present:** 7 - David Nadeau, Dennis Welch, Tim Nangle, Bob Muir, Jarrod Maxfield, Donna Chapman and Brett Jones

#### II. Pledge of Allegiance.

Council Chair Welch led the assembly in the Pledge of Allegiance.

#### III. Minutes to be Approved:

[CD 17-085](#) To approve the minutes of the February 28, 2017 Council meeting.

**Attachments:** [Minutes-Town Council-2-28-2017](#)

**A motion was made by Councilor Nangle, seconded by Vice Chair Nadeau, that the Minutes be approved. The motion carried by the following vote:**

**In Favor:** 7 - Vice Chair Nadeau, Council Chair Welch, Councilor Nangle, Councilor Muir, Councilor Maxfield, Councilor Chapman and Councilor Jones

#### IV. Public Participation.

*Larry Eliason spoke on behalf of the Sebago Lakes Chamber of Commerce. He wanted to make the Council and public aware that on April 20 there would be a Morning Momentum held at the Windham Weaponry Hall of Flags from 7:30 am to 9:00 am. Dana Connors, President of the Maine State Chamber, would speak. Mr. Eliason distributed a handout which detailed the April 20 program.*

#### V. Councilors' Comments.

*There was no Councilor comment.*

#### VI. Council Correspondence.

*Councilor Chapman read a letter, written by Nola Bryant from the Windham Primary School. Nola wrote in favor of the Town having a sports center, citing convenience, fun, and the potential for snacks.*

[CD 17-075](#) Windham Public Library Newsletter - March 2017

**Attachments:** [Check It Out March 2017](#)

[CD 17-076](#) Maintenance Facility Joint Project Team Meeting Notes - February 23, 2017

**Attachments:** [Maintenance Facility Joint Project Team Meeting Notes - February 23, 2017](#)

[CD 17-083](#) Letter from Nola Bryant, 3rd Grader, Windham Primary School

**Attachments:** [Recreational Sports Center Request](#)

[CD 17-086](#) Sebago Lakes Region Chamber of Commerce Membership Renewal Letter.

**Attachments:** [2017 SLRCC Membership](#)

[CD 17-077](#) Financial Reports

**Attachments:** [Revenue Control Report](#)  
[Appropriation Control Report](#)

[CD 17-104](#) Planning Board recommendation on proposed amendment to Town of Windham Land Use Ordinance, Chapter 140, Section 900, regarding the requirements for private roads providing access to proposed subdivisions.

**Attachments:** [PB recommendation to TC Subdivision Roads 03-17-17 combined](#)

## VII. Town Manager's Report.

[CD 17-093](#) Town Manager's Report.

**Attachments:** [Town Manager's Report 20170310](#)  
[Projects & Issues List 20170310](#)  
[Projects & Issues Sheets 20170310](#)

*Tony Plante: Tony stated he had responded to Nola's teacher, Mrs. Miller, telling her that he would forward the letter to the Town Council and the Parks and Recreation Advisory Committee.*

*The Director of Code Enforcement and Zoning Administration position had been advertised. An interview committee was being assembled to participate in the interview process. Additionally, there would be an opportunity for invited community members to interact with the job finalists.*

## VIII. Committee Reports.

### A. Council Subcommittees.

#### 1. Appointments Committee.

*Councilor Nangle: Councilor Nangle explained the Appointments Committee*

would like to nominate:

*Cameron Goodwin for a three-year term, expiring August 15, 2020 to the Energy Advisory Committee.*

*Bob Roseboro and Katherine Miller as reappointments to the Library Board of Trustees for three-year terms, expiring February 15, 2020.*

*Margaret Pinchbeck as a reappointment to the Planning Board for a three-year term, expiring February 15, 2020.*

*Councilor Nangle thanked the applicants for their continued service.*

2. Finance Committee.

*Councilor Nadeau: The Finance Committee and Town Manager were scheduled to review the budget once it was sent to them.*

**B. Other Committees.**

1. Parks & Recreation Advisory Committee.

*Councilor Chapman: Winterfest had been cancelled. There was no other news.*

2. Maintenance Facility Joint Project Team.

*Tony Plante: A March 23 meeting was scheduled with the Allied Engineering design team. Councilor Chapman asked if there was a back-up plan if it was rejected again?*

*Tony responded that charge of the Joint Project Team was to review the estimates of the schematic design plan narrative to determine whether the program around which the facility was designed was appropriate. If it wasn't, what was the right program and if it was, then was the facility as designed appropriate to fulfill those estimates? There were some opportunities during the process to propose changes.*

*After the Joint Project Team reported back to Town Council and the Council made some judgment, it would make sense to have a contingency plan.*

3. Wastewater Management Planning Advisory Committee.

*Tony Plante: The Town Engineer had a meeting with DEP and the team from Wright-Pierce. They were waiting to get more information from Wright-Pierce in order to set up a committee meeting.*

4. Windham Economic Development Corporation

*Tony Plante: Meetings would now be scheduled quarterly, rather than monthly.*

**IX. PUBLIC HEARINGS.**

**X. CONSENT AGENDA.****XI. UNFINISHED BUSINESS & GENERAL ORDERS.**[17-008](#)

To approve applications for watershed protection grants, such funding to be paid from fiscal year 2016-2017 watershed protection funds in account 100-1150-44070.

**Attachments:** [CoverSheet 17-008](#)

[Collins Pond Improvement Association 2017 Grant Application](#)

[Forest Lake Association 2017 Grant Application](#)

[Highland Lake Association 2017 Grant Application](#)

[Little Sebago Lake Association 2017 Grant Application](#)

[Presumpscot Regional Land Trust 2017 Grant application](#)

*After discussion at two separate meetings the consensus of the Town Council had been to award:*

*Collins Pond Association \$1,500.*

*Forest Lake \$2,500.*

*Highland Lake \$4,000.*

*Little Sebago Lake Association \$1,000.*

*Penobscot Regional Land Trust \$1,000.*

*Public Comment:*

*Tom Bannen, Highland Lake Association - He thanked the Council for their consideration and promised to keep them posted on the progress of the association.*

**A motion was made by Vice Chair Nadeau, seconded by Councilor Chapman, that the Order be approved. The motion carried by the following vote:**

**In Favor:** 7 - Vice Chair Nadeau, Council Chair Welch, Councilor Nangle, Councilor Muir, Councilor Maxfield, Councilor Chapman and Councilor Jones

[17-057](#)

To reappoint Timothy Nangle as council liaison to the Natural Resources Advisory Committee with the term set to expire at the end of the current council session.

**Attachments:** [CoverSheet 17-057](#)

*Councilor Nangle stated he was unable to fulfill the position due to other commitments. He withdrew his nomination.*

*Councilor Chapman stated that she was already on the committee and was willing to act as liaison.*

*Councilor Nadeau moved to amend Order 17-057 to appoint Councilor Chapman as Council Liaison to the Natural Resource Advisory Committee, with a term set to expire at the end of the current Council session, seconded by Councilor Muir.*

*Vote on amendment:*

*In Favor: 7- Councilor Chapman, Councilor Jones, Councilor Maxfield, Councilor Muir, Councilor Nadeau, Councilor Nangle and Council Chair Welch.*

*Vote as amended:*

*In Favor: 7- Councilor Chapman, Councilor Jones, Councilor Maxfield, Councilor Muir, Councilor Nadeau, Councilor nangle and Council Chair Welch.*

## **XII. Discussion Items.**

[CD 17-091](#) Marijuana Update: Retail, Medical, and Ordinances.

**Attachments:** [CoverSheet CD 17-091](#)  
[FINAL Lifting the Haze - MMA Presentation](#)  
[Retail Marijuana Establishments Amendments 20170303](#)  
[Sanford Chapter 149 Licensing Amendments Adopted 07192016](#)  
[Sanford](#)  
[Chapter 280-Zoning Amendments for Medical Marijuana Adopted July 19 2016](#)

[CD 17-080](#) Accessory Apartments in Detached Accessory Buildings.

**Attachments:** [CoverSheet CD 17-080](#)  
[PB Memo re. Accessory Apartments 20170126](#)

[CD 17-090](#) Town attorney review/evaluation process.

**Attachments:** [CoverSheet CD 17-090](#)  
[DRAFT Town Attorney review questions 20170303](#)  
[Email regarding Brunswick town attorney evaluation process](#)  
[Town Attorney Evaluation Brunswick v7](#)

## **XIII. Agendas & Scheduling.**

[CD 17-094](#) Agenda Items Reports.

**Attachments:** [Agenda Items Report 20170310](#)  
[Projects & Issues List 20170310](#)  
[Projects & Issues Sheets 20170310](#)

*There was discussion of agendas & scheduling.*

## **XIV. ADJOURN.**

**A motion was made by Councilor Nangle, seconded by Councilor Chapman, that the be adjourned. The motion carried by the following vote at 9:18 p.m.**

**In Favor: 7 - Vice Chair Nadeau, Council Chair Welch, Councilor Nangle, Councilor Muir, Councilor Maxfield, Councilor Chapman and Councilor Jones**

Respectfully submitted,

Lisa Fisher  
Administrative Assistant