



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Minutes - Final

### Town Council

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Tuesday, May 14, 2019

6:00 PM

Council Chambers

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**Council is invited to tour the new Public Works Facility.  
Council will convene at Town Hall at 7:00 for their regular meeting.**

#### I. Roll Call of Members.

**Present:** 6 - David Nadeau, Bob Muir, Jarrod Maxfield, Donna Chapman, Clayton Haskell and Rebecca Cummings  
**Absent:** 1 - Tim Nangle

#### II. Pledge of Allegiance.

**Council Chair Haskell led the assembly in the Pledge of Allegiance.**

#### III. Minutes to be Approved:

[CD 19-128](#) To approve the Minutes of the April 30, 2019 Special Council Meeting.

**Attachments:** [Minutes-Town Council-4-30-2019](#)

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

**In Favor:** 6 - Councilor Nadeau, Councilor Muir, Councilor Maxfield, Councilor Chapman, Council Chair Haskell and Vice Chair Cummings  
**Absent:** 1 - Councilor Nangle

**At this time we'd like to invite the Summerfest Committee Co-Chairs to the podium to announce the Summerfest Grand Marshal and Home Town Hero.**

#### IV. Public Participation.

*Robin Mullins and Deb Matthews co-chairs for Summerfest Committee came to thank the Town and the Council for all their support. They also thanked Linda Brooks; she has been a fantastic leader in all of it and they are pleased to have her. She also named and thanked the members of their committee. Robin said there will be free bouncy houses for the kids, there is no more carnival at Summerfest.*

*Deb Matthews - She announced that the Grand Marshal for 2019 will be Cub Scout Pack #805 and she read a letter about them.*

*Deb then announced that Nolan Cyr was chosen as the Modern Woodsman Home Town Hero. Deb read a letter about Nolan who is 12 years old and goes to the Windham*

*Middle School and all he has been doing to help others.*

## IX. PUBLIC HEARINGS.

## X. CONSENT AGENDA.

## XI. UNFINISHED BUSINESS & GENERAL ORDERS.

[19-079](#) To confirm an appointment made by the Town Manager to the position of Finance Director.

**Attachments:** [19-079 Cover Sheet](#)  
[Memo to Council - Finance director](#)

*Don gave a small, glowing presentation about Susan Rossignol.*

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

**In Favor:** 6 - Councilor Nadeau, Councilor Muir, Councilor Maxfield, Councilor Chapman, Council Chair Haskell and Vice Chair Cummings  
**Absent:** 1 - Councilor Nangle

[19-081](#) To appoint Chris MacDonald to a regular seat on the Zoning Board of Appeals for the remainder of his three-year term to end February 15, 2021.

**Attachments:** [19-081 Cover Sheet](#)

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

**In Favor:** 6 - Councilor Nadeau, Councilor Muir, Councilor Maxfield, Councilor Chapman, Council Chair Haskell and Vice Chair Cummings  
**Absent:** 1 - Councilor Nangle

[19-082](#) To set poll hours and polling location for the June 11, 2019 Regional School Unit Budget Validation Referendum as 7:00 a.m. to 8:00 p.m. at the Windham High School's Auxiliary Gym.

**Attachments:** [19-082 Cover Sheet](#)

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

**In Favor:** 6 - Councilor Nadeau, Councilor Muir, Councilor Maxfield, Councilor Chapman, Council Chair Haskell and Vice Chair Cummings  
**Absent:** 1 - Councilor Nangle

[19-083](#) To set the date and time for extended hours of the Registrar of Voters as 4:00 p.m. to 6:00 p.m. on June 5, 2019.

**Attachments:** [19-083 Cover Sheet](#)

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

**In Favor:** 6 - Councilor Nadeau, Councilor Muir, Councilor Maxfield, Councilor Chapman, Council Chair Haskell and Vice Chair Cummings

**Absent:** 1 - Councilor Nangle

[19-085](#) To approve the Town Clerk's roster of Warden and Deputy Warden for the June 11, 2019 election; for districts 24 & 25, Warden: Marcia Blanchard and Deputy Warden: Paulette Shepard.

**Attachments:** [19-085 Cover Sheet](#)

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

**In Favor:** 6 - Councilor Nadeau, Councilor Muir, Councilor Maxfield, Councilor Chapman, Council Chair Haskell and Vice Chair Cummings

**Absent:** 1 - Councilor Nangle

[19-084](#) To approve a liquor license application submitted by the Rotary Club of Sebago Lake for a fund-raising event to be held on May 23, 2019.

**Attachments:** [19-084 Cover Sheet](#)  
[Rotary Club-Incorporated Civic Organ-Renewal Liq Lic.](#)

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

**In Favor:** 6 - Councilor Nadeau, Councilor Muir, Councilor Maxfield, Councilor Chapman, Council Chair Haskell and Vice Chair Cummings

**Absent:** 1 - Councilor Nangle

[19-089](#) To find that the requirements of 28-A M.R.S.A. § 653 have been met and to approve an application submitted by Windham House of Pizza INC d/b/a Rose's Italian Restaurant for a renewal Liquor License.

**Attachments:** [19-089 Cover Sheet](#)  
[Rose's Italian Restaurant-renewal Liquor License](#)

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

**In Favor:** 6 - Councilor Nadeau, Councilor Muir, Councilor Maxfield, Councilor Chapman, Council Chair Haskell and Vice Chair Cummings

**Absent:** 1 - Councilor Nangle

[19-088](#) To appoint a delegate to the Greater Portland Council of Governments General Assembly.

**Attachments:** [19-088 Cover Sheet](#)

A motion was made by Councilor Chapman, seconded by Vice Chair Cummings, to nominate David Nadeau as the delegate to the Greater Portland Council of Governments General Assembly. The motion carried by the following vote:

**In Favor:** 6 - Councilor Nadeau, Councilor Muir, Councilor Maxfield, Councilor Chapman, Council Chair Haskell and Vice Chair Cummings

**Absent:** 1 - Councilor Nangle

## XII. Discussion Items.

## VI. Council Correspondence.

*No Council Correspondence.*

[CD 19-121](#) Windham Public Library Monthly Report - March 2019

**Attachments:** [March 2019](#)

[CD 19-122](#) Social Services Monthly Report - March 2019

**Attachments:** [Social Services Monthly Report - March 2019.docx](#)

[CD 19-127](#) Town Clerk's Report for April 2019.

**Attachments:** [Town Clerk's April 2019 report](#)

## VII. Town Manager's Report.

*Don Gerrish will be signing an agreement with Maine Natural Gas. They have agreed to run the natural gas line down Route 202 to the Public Safety Building, and we will also be getting a new boiler down there. He noted that it is not costing any money to do this.*

*A group of six communities has got together through COG, to put an RFP out to hire a consultant to look at our cable TV contracts and to negotiate with the companies. Everyone's contracts are many years old. Don said one the proposals, at the federal level, is to do away with the franchise fees that helps pay for cable TV.*

## VIII. Committee Reports.

### A. Council Subcommittees.

#### 1. Appointments Committee.

*Councilor Maxfield said the committee has one nomination to put forward, and that is Carole Kelley for the Assessment Review Board, a three-year term ending February 15, 2022.*

#### 2. Finance Committee.

*Councilor Nadeau said they presented the budget to the full Council, and it will be back on the August 28's agenda for a public hearing and vote.*

**B. Other Committees.**

## 1. Long Range Planning Committee.

*Councilor Haskell said the meeting tomorrow was cancelled and moved to next Wednesday, May 22.*

## 2. Parks &amp; Recreation Advisory Committee.

*Councilor Cummings said the May meeting has been cancelled and will resume next month. She reminded people about the Volunteer Appreciation Night at St. Joseph's that starts at 6:00 p.m.*

## 3. Windham Economic Development Corporation

*Councilor Maxfield said they have not met since the annual meeting.*

## 4. Highland Lake Leadership Team.

*Councilor Chapman said they are working on the Strategic Plan and they are trying to combine the Education and Out Reach Committee meetings right before the Leadership Team meetings. There is some interesting information on the science coming out soon.*

## 5. Private Roads ad hoc Committee.

*Don Gerrish said the recommendation from the Privates Roads Committee will be an item on the June 4 Workshop.*

## 6. Natural Resources Advisory Committee.

*Councilor Chapman said they had a meeting and talked about the water quality of the river and streams. They went to a training on Saturday and met last Wednesday down to Public Works, where Gretchen showed how to do some testing on the Pleasant River. She also received a report from the IF&W on what they are doing on the Pleasant River, and she is going to come to talk to them along with some other groups about Pleasant River about what can be done and what funding is available.*

## 7. Retail Adult Use &amp; Medical Marijuana Task Force.

*Councilor Nadeau said they met a week ago Monday and Be the Influence did a presentation. They are going to try and work together on some things moving forward.*

**V. Councilors' Comments.**

*None.*

**XIII. Agendas & Scheduling.**

[CD 19-133](#) Future Agenda Items.

Attachments: [Future Items Report 5.10.19](#)

*There was discussion of agendas and scheduling about:*

*May 21st interviewing for the Town Manager's position*

*June 4 will be a workshop meeting*

*Long Range Planning Committee will give a report*

*The Road Committee will be there*

*Donn will make a presentation to the Council with where they are with the tax acquired property*

*A report of where the Council is on their list of Goals*

#### **XIV. ADJOURN.**

**A motion was made by Councilor Chapman, seconded by Vice Chair Cummings, that they be adjourned. The motion carried by the following vote at 7:30.**

**In Favor:** 6 - Councilor Nadeau, Councilor Muir, Councilor Maxfield, Councilor Chapman, Council Chair Haskell and Vice Chair Cummings

**Absent:** 1 - Councilor Nangle

Respectfully submitted,

Linda S. Morrell  
Town Clerk, CCM