



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Minutes - Final

### Town Council

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Tuesday, October 8, 2019

6:30 PM

Council Chambers

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#### I. Roll Call of Members.

**Present:** 7 - David Nadeau, Tim Nangle, Bob Muir, Jarrod Maxfield, Donna Chapman, Clayton Haskell and Rebecca Cummings

#### II. Pledge of Allegiance.

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

#### III. Minutes to be Approved:

[CD 19-242](#) To approve the Minutes of the September 24, 2019 Council meeting.

**Attachments:** [Minutes-Town Council-9-24-2019](#)

**A motion was made by Councilor Chapman, seconded by Councilor Muir, that the Minutes be approved. The motion carried by the following vote:**

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

[CD 19-246](#) To approve the Minutes of the October 1, 2019 Council meeting.

**Attachments:** [Minutes-Council-10-1-2019](#)

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

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

**Abstain:** 1 - Council Chair Haskell

#### IV. Public Participation.

*Deb McAfee who is a member of the Age Friendly Communities Committee said they have finished their community survey and they had over 300 respondents. They have collected some great data that they are anxious to start sharing with the community. There will be a Community Forum on Monday the 21st of October from 6:00 to 8:00 p.m. at the Windham High School in the open cafeteria at the top of the big stairs.*

*They want to discuss the initial feedback from the survey and run it by the public to see what they think. They have two years to develop an action plan that addresses each one of these areas.*

**V. PUBLIC HEARINGS.**

[CD 19-240](#) To receive public comment and act on proposed amendments to the town's General Assistance Ordinance, Chapter 111 of the Code of the Town of Windham, which update appendices establishing certain benefit maximums as required by statute.

**Attachments:** [GA Ordinance Changes 10.01.2019](#)

*No public comment at the hearing.*

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

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

**VI. CONSENT AGENDA.****VII. UNFINISHED BUSINESS & GENERAL ORDERS.**

*Town Clerk Linda Morrell asked the Council to suspend Council Rules and add agenda item 19-198 so Consolidated Communications could be added to locate a pole on William Knight Road.*

*Councilor Muir moved to suspend Council Rules to add agenda item 19-198, second by Councilor Chapman.*

*Vote: In Favor: 7*

[19-174](#) To approve an agreement with ReVision Energy for the installation of a solar energy generation project and to authorize the town manager to take any other necessary action related thereto to finalize the agreement.

**Attachments:** [19-174 Cover Sheet](#)

*Gretchen Anderson gave a brief report and answered some questions.*

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

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

[19-179](#) To approve an agreement with RJ Grondin & Sons to locate Town-sponsored seasonal Leaf and Brush Disposal Program on their property and maintain program operations as contracted for a five-year term and to authorize the town manager to take any other necessary action related thereto to finalize the agreement.

**Attachments:** [19-179 Cover Sheet](#)

[2019 - Winham PW Wood & Yard Waste, 5-Yr Agreement \(FINAL\)](#)

[Memo Leaf & Brush Disposal Program](#)

*Doug Fortier said it is usually the last week of October and first two weeks in November. Councilor Nangle asked if the mulch was available to the public? Doug said no it would end up belonging to Grondins. Councilor Haskell said it would be nice to have it available all year long, and Doug said he could ask to see if they were interested.*

*Councilor Nangle stated to Doug that people enter the Leaf & Brush Drop Off at their own Risk, correct? Doug said the town supplies Grondin's a Certificate of Liability but if someone got a flat tire or got stuck it is not the businesses fault.*

**A motion was made by Councilor Muiru, seconded by Councilor Maxfield, that the Order be approved. The motion carried by the following vote:**

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

**[19-180](#)**

To appoint Elizabeth McDougall to a three-year term on the Library Board of Trustees, to expire February 15, 2022.

**Attachments:** [19-180 Cover Sheet](#)

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

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

**[19-196](#)**

To set poll hours and polling location for the November 5, 2019 State Referendum & Municipal Election as 7:00 a.m. to 8:00 p.m. at the Windham High School's Auxiliary Gym.

**Attachments:** [19-196 Cover Sheet](#)

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

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

**[19-197](#)**

To set the date and time for extended hours of the Registrar of Voters as 4:00 to 7:00 p.m. on October 30, 2019.

**Attachments:** [19-197 Cover Sheet](#)

*Town Clerk Linda Morrell explained how someone can obtain an absentee ballot.*

**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:** 7 - Councilor Nadeau, Councilor Nangle, Councilor Muir, Councilor Maxfield, Councilor Chapman, Council Chair Haskell and Vice Chair Cummings

**[19-198](#)**

To approve an application submitted by Consolidated Communications of Northern New England Company, LLC and Central Maine Power Company to locate one (1) utility pole and cables and wires there on William Knight Road, approximately 645 feet Northwesterly of the intersection with center line of Gray Road.

**Attachments:** [19-198 Cover Sheet](#)  
[Pole Location-William Knight](#)

**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:** 7 - Councilor Nadeau, Councilor Nangle, Councilor Muir, Councilor Maxfield, Councilor Chapman, Council Chair Haskell and Vice Chair Cummings

## **VIII. Discussion Items.**

[CD 19-224](#) Lippman Park Proposal.

*Tom Bartell the Windham Economic Development Officer and Linda Brooks the Parks & Rec Director were there to talk about Lippman Park. They handed out a map of the proposed additions.*

## **IX. Council Correspondence.**

*None*

[CD 19-239](#) Financial Reports as of August 31, 2019

**Attachments:** [Revenues as of August 31](#)  
[Expenses as of August 31](#)

[CD 19-245](#) Windham Public Library Newsletter.

**Attachments:** [Check It Out October 2019](#)

## **X. Town Manager's Report.**

*No Manager's report.*

## **XI. Committee Reports.**

### **A. Council Subcommittees.**

#### **1. Appointments Committee.**

*Councilor Maxfield said they met last week and they interviewed Peter Forbes for the Board of Assessment Review. They will bring his name forward next time.*

#### **2. Finance Committee.**

*No report.*

### **B. Other Committees.**

#### **1. Long Range Planning Committee.**

*Councilor Haskell said Amanda is still working on the proposal to go before the Council.*

2. Parks & Recreation Advisory Committee.

*Councilor Cummings said they had a meeting yesterday. She reminded folks that they will be hosting a Trunk or Treat event on Saturday, October 26th from 6:00 to 8:00 p.m. at the Middle School. You can sign up on line or drop by Parks & Rec. She noted that pets are not allowed at this event.*

*She mentioned the October 21st Forum on the Age Friendly Communities.*

*Parks & Rec has several different vacancies on the following committees: Community Center Ad hoc, Summerfest and the Advisory Committee itself.*

3. Windham Economic Development Corporation

*Councilor Maxfield said they will meet tomorrow at 7:30 at the Library.*

4. Highland Lake Leadership Team.

*Councilor Chapman said they have a meeting coming up, and they are working on some public service announcements. She also noted that they are all done with testing.*

5. Private Roads ad hoc Committee.

*No report.*

6. Natural Resources Advisory Committee.

*Councilor Chapman said they met the other night. They had DEP and a woman from Inland Fisheries came and talked about something they can do with the Pleasant River. They started going over their watershed grant application, making it more user friendly and better guidance for the Council.*

7. Retail Adult-Use & Medical Marijuana Task Force.

*Councilor Nadeau said they met last night on a couple of issues for the proposals. Leadership will be discussing it and it will come back to the Council.*

**XII. Councilors' Comments.**

*No Councilor Comment.*

**XIII. Agendas & Scheduling.**

**XIV. ADJOURN.**

**A motion was made by Councilor Maxfield, seconded by Councilor Nadeau, that they be approved. The motion carried by the following vote:**

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

Respectfully submitted,

Linda S. Morrell  
Town Clerk, CCM