

TOWN OF TOPSHAM
BOARD OF SELECTMEN MEETING
OCTOBER 16, 2014 - 7:00 P.M.

MEMBERS PRESENT: Donald Russell
Marie Brilliant
David Douglass
Ronald Riendeau
William Thompson

MEMBER(S) ABSENT: All present

STAFF PRESENT: Town Manager, Richard Roedner

A meeting of the Topsham Board of Selectmen was held on Thursday, October 16, 2014 at the Municipal Building at 100 Main Street, Topsham, Maine.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE/ROLL CALL

Chairman Russell called the meeting to order at 7:00 p.m. All present were invited to stand and recite the Pledge of Allegiance to the Flag. The recording secretary took the roll call and noted that all Selectmen were present.

TOWN MANAGER'S REPORT

Good evening: - A couple of reminders and notes:

This Saturday, 9:00 a.m. to 1:00 p.m., at the Brunswick DPW will be our semi-annual Household Hazardous Waste collection effort. You need to register prior to showing up. Go to topshammaine.com, and click on News Updates on the right hand side of the page for additional details on how to pre-register.

We were notified today that the Stormwater Remediation Grant Application we submitted to DEP was successful. Rod will be back to the Board at an upcoming meeting seeking approval by the Board.

Our new plow truck is scheduled for delivery to Maine in November, where final outfitting will take place. It should be delivered to us by January.

Dennis Cox, our Public Works Director, will be going back out seeking part-time plow drivers for the upcoming season. If you know anyone who might be interested, encourage them to contact Dennis.

Our Neighborhood Meetings are tentatively scheduled for the following dates:

Thursday, Nov 13th 6:00 p.m.

Sunday, Nov. 16th 2:00 p.m.

Monday, Nov. 17th 6:00 p.m.

Monday, Nov. 24th 6:00 p.m.

I know there was a question raised about a Sunday meeting, so before I confirm the dates I wanted to check with the Board to see if these dates will work.

Last year's audit is in almost final shape. I anticipate a final audit in the very near future, which raises the question of when you would like to meet with the auditor. Once you select a date, I will notify the auditor and the finance committee.

Speaking of the Finance Committee, this committee is set up for 9 members. We currently have only 4 on the committee, which means it cannot meet because it can't meet quorum requirements. If you, or someone you know, is interested in being on the Finance Committee, please contact my office and we can get you the materials you will need to apply.

Lastly, this past week was a week of celebrations centered on Topsham's 250th Anniversary. Last Tuesday, we hosted representatives from Topsham, England, who presented us with the Topsham, England town flag, and a hand-made proclamation scroll. They also brought us information on an exhibit at the local museum commemorating our anniversary.

This was followed on Friday by balloon rides and an Old Fashioned Barn Dance. Saturday morning was more balloon rides, a 5K run and a Fun Run. Saturday afternoon was a tour of the Riverview Cemetery. Sunday was Music in the Mansion hosted by The Highlands, and Monday was a CREA program on Topsham's Natural History. Overall, about 250 +/- residents showed up for the various celebrations. I know the folks at the events I attended all had a good time, and I suspect the other events were equally appreciated.

Following the Town Manager's report, the Board held a discussion as to whether or not all members could attend the dates suggested for the Neighborhood Meetings. Following discussion, it was agreed to change the first meeting from the 13th of November to the 12th of November. Final dates agreed upon are as follows:

Wednesday, November 12	6:00 p.m.
Sunday, November 16	2:00 p.m.
Monday, November 17	6:00 p.m.
Monday, November 24	6:00 p.m.

BOARD AND COMMITTEE REPORTS AND UPDATES

TOPSHAM HOUSING AUTHORITY - John Hodge presented a positive report on the achievements and plans of the Topsham Housing Authority.

CONSERVATION COMMISSION - Victor Langelo gave a slide presentation of activities from the fall of 2013 to present with the Conservation Commission. An Annual Report will be presented to the Board of Selectmen for their review.

PUBLIC COMMENT - None noted.

CORRESPONDENCE - None noted.

ADJUSTMENTS TO THE AGENDA - Motion was made, seconded and it was unanimously

VOTED

To add Item 68-14 to the agenda: **68-14 CONSIDERATION AND ANY APPROPRIATE ACTION ON CONFIRMING THE MANAGER'S APPOINTMENT OF A NEW PLANNING DIRECTOR**

CONSENT CALENDAR

1. APPROVAL OF THE MINUTES OF THE REGULAR SELECTMENS MEETING OF OCTOBER 2, 2014

Motion was made by Selectman Douglass, seconded by Selectman Thompson, and it was unanimously

VOTED

To approve the Consent Calendar as presented.

PUBLIC HEARING

64-14 CONSIDERATION AND ANY APPROPRIATE ACTION ON THE GENERAL ASSISTANCE ORDINANCE APPENDICES

The Public Hearing was declared open. There being no one wishing to comment, the Public Hearing was declared closed.

Motion was made by Selectman Douglass, seconded by Selectman Riendeau, and it was unanimously

VOTED

To accept the General Assistance Ordinance Appendices B and C for 2014/1015, as presented.

UNFINISHED BUSINESS - None noted.

OLD BUSINESS - None noted.

NEW BUSINESS

65-14 CONSIDERATION AND ANY APPROPRIATE ACTION ON PRESENTING OF CONTRACT BETWEEN TOWN OF TOPSHAM AND WICKED JOE COFFEE, REGARDING CDBG-EDP GRANT FUNDS AND INDEMNIFICATION AGREEMENT

Economic Community Development Director, John Shattuck, spoke to this item. Before addressing the agenda item, Mr. Shattuck extended appreciation to Victor Langelo for his involvement in keeping the Board up to date on activities of the Comprehensive Commission, Lower Village Development Committee, Travel on the River, with TDI and the Vernal Pool Pilot Project.

Mr. Shattuck reviewed the Contract between the Town and Wicked Joe, LLC, copies of which were included in the Board Package.

Motion was made by Selectman Douglas, seconded by Selectman Thompson, and it was unanimously

VOTED

To appoint TDI as the Topsham Community Development Advisory Committee.

Mr. Garber of Wicked Joe's Coffee was present at the meeting to answer any questions. Following Mr. Shattuck's review of the contract, motion was made by Selectman Douglass, seconded by Selectman Riendeau, and it was unanimously

VOTED

To accept the Memorandum of Understanding Between the Town of Topsham and Wicked Joe, LLC and to authorize the Town Manager to sign the Agreement.

66-14 CONSIDERATION AND ANY APPROPRIATE ACTION ON ADOPTING A DECLARATION OF OFFICIAL INTENT TO BORROW FUNDS

Town Manager Roedner reviewed the need to adopt a Declaration of Official Intent to Borrow Funds following discussion with the Bond Council.

Motion was made by Selectman Douglass, seconded by Selectman Thompson, and it was unanimously

VOTED

To approve the Declaration of Official Intent to borrow funds.

67-14 CONSIDERATION AND ANY APPROPRIATE ACTION ON ISSUING GENERAL OBLIGATION BONDS, PER TOWN MEETING OF MAY 2014

Town Manager Roedner reviewed his memo to the Board dated October 15, 2014 regarding bond issuance (a copy of which is filed with these minutes).

Motion was made by Selectman Douglass, seconded by Selectman Thompson, and it was unanimously

VOTED

To start the process of issuing General Obligation Bonds with the Maine Municipal Bond Bank.

68-14 CONSIDERATION AND ANY APPROPRIATE ACTION ON CONFIRMING THE MANAGER'S APPOINTMENT OF A NEW PLANNING DIRECTOR

Chairman Russell spoke of the interview process and that the Town is very fortunate to have an individual such as Mr. Melanson to step forward into the position of the Town Planning Director.

Motion was made by Selectman Douglass, seconded by Selectman Riendeau, and it was unanimously

VOTED

To confirm the Manager's appointment of Rod Melanson to the position of Planning Director for the Town of Topsham.

ADJOURN - Motion was made, seconded, and it was unanimously voted to adjourn the meeting at 8:00 p.m.

Respectfully submitted,

Patty Williams, Recording Secretary