

***TOWN OF TOPSHAM
ANNUAL REPORT
2018-2019***



Town of Topsham

Board of Selectmen:

David Douglas, Chairman, Term Expires: 2020
Roland Tuffs, Vice-Chair, Term Expires: 2021
William Thompson, Selectman, Term Expires: 2019
Marie Brilliant, Selectman, Term Expires: 2019
Ruth Lyons, Selectman, Term Expires: 2020

Town Managers Office:

Rich Roedner, Town Manager 725-5821
Derek Scrapchansky , Assistant Manager 725-5821

Tax Office:

Ed Bobalek, Director 725-1719

Clerks Office:

Linda Dumont, Town Clerk 725-1719

Planning Office:

Rod Melanson, Planner 725-1724

Codes Office:

Tom Lister, CEO 725-1723

Parks and Recreation:

Pam LeDuc, Director 725-1726

Assessing Office:

Justin Hennessey, Assessor 725-1722

General Assistance Office:

Linda Dumont, GA Director 725-1725

Finance Office

Debra Fischer, Finance Director 725-1721

Public Works Department:

Dennis Cox, Director 725-1728

Solid Waste Facility:

Ed Caron, Director 725-2757

Police Department:

Chris Lewis, Chief 725-4337 (*non-emergency*)

Fire/Rescue Department:

Chris McLaughlin, Fire Chief 725-7581 (*non-emergency*)

Mike Labbe, EMS Director

Topsham Public Library:

Susan Preece, Director 725-1727

Board of Assessment Review

Mike Baribeau
Robert Barry
Thomas Sawyer
Gordon Donley
Michael Nelson

Board of Appeals

23 Vacant (1 Alternate)
David Marcello
Gordon Donley
Jotham Trafton
Michael Nelson
(Alternate)

Finance Committee

Gail Eaton
Charlene Swift
Kenneth Stockford— Chair
Patrick Coen
Christopher Dawson
Tori Ryan
Kimberley Mondonedo
David Reed
Vacant

Historic District Commission

Gary Smart
John Graham
3 vacant (1 Alternate)
Ed Mendes (Alternate)

History Committee

John Chonko
Ralph Williams
Ed Mendes
Nancy Randolph
1 Vacant

Topsham Housing Authority

Linda Dumont— Commissioner
Monica Kincaid
Binh Dang
Daniel Breed
Thomas Schmoller
Vacant at Large

Water District Board of Trustees

Stuart Kay
Yvette Meunier

Planning Board

Ronald Bisson
Scott Libby
Bruce Van Note
Brian Bickford
Donald Spann—Chair
Joshua Spooner
Tom Thompson

Sewer District

Christopher Leclerc
Dwight Balsler
Mark Ponziani

Topsham Development, Inc

Chris Wasileski
Andrew Sturgeon
Steve Pelletier
Nancy Ban
Curtis Pickard
Brian Robinson
Larry Fitch
Mary Kate Reny
Curtis Neufeld
Angela Twitchell
Don Russell
Don Spann (Planning Board Rep)
Rod Melanson, Town Planner (non-voting)
Rich Roedner, Town Manager (non-voting)
John Shattuck, Economic Development Director

Tree Committee

2 Vacant
William Greenwood
Ben Whatley
Kevin Doran

Conservation Commission—Finished 2019

Victor Langelo
Raija Suomela
Steve Pelletier
Regina Leonard
Shana Stewart Deeds

Lower Village Development Committee

Fred Wigand, Douglass Bennett
James Howard, Angela Twitchell
Gary Smart, Caroline Russell, Pam LeDuc, Staff, Rod Melanson, Staff, John Shattuck, Staff Contact

Town Manager's Office
Annual Report
2018-2019

Richard Roedner, Town Manager	rroedner@topshammaine.com
Derek Scrapchansky, Assistant Town Manager	dscrapchansky@topshammaine.com
Rose Woodd, Administrative Assistant	rwoodd@topshammaine.com

Each year in my Annual Report, I try to provide some highlights of the previous year. This year is no exception. This year was best defined as “coming to grips with overdue needs”.

1. Our long-time Assessor, Justin Hennessey resigned in August, and then we were very fortunate to re-hire him in December. Justin has done a remarkable job in Topsham keeping our valuation fresh and accurate. We are 12 years past our last revaluation, and we are still able to certify 100% on our values – with a good degree of consistency. This is the gold standard that communities work to achieve.
2. At the May 2018 Town Meeting, the voters approved a budget that included some significant changes to the staffing of municipal offices. Included in this was a new Assistant Town Manager, filling a position that had been vacant since 2011. The added capacity that Derek Scrapchansky has given us has enabled us to undertake some long-standing efforts, including getting a handle on the maintenance of our physical plant.
3. That same budget included additional staffing for our public safety departments. Both the Police and Fire Department have added personnel, which has given us better control of overtime costs, enabled us to provide more consistent service, with less reliance on part time employees.
4. Following multiple votes at the State and local levels, Topsham endorsed the retail sale of medical marijuana, by adopting zoning rules and licensing regulations to allow for the growing, selling, and testing of medicinal marijuana products.
5. Topsham continued to utilize its municipal TIF programs to make strategic investments in the Town's infrastructure. Funds have been set aside to replace a failing major stormwater system that runs along Main St. We have also set aside funds to begin evaluating the Elm St. culvert that runs from the Highlands to the river, near the cemetery. Lastly, we have made investments in the last stretch of Winter Street as it approaches Main St., and we are looking at design work for improvements on Elm St. Extension.
6. The long saga of the Frank Wood Bridge continued as the Maine Department of Transportation continued the evaluation process of whether to replace the existing bridge or install a new bridge immediately upstream. The Board of Selectmen has repeatedly voted to support the idea of a new bridge, which would bring multiple benefits to the community in terms of recreational capacity, visual access to the river, and newly created gathering places along the river.
7. After much discussion and debate, voters at Town Meeting authorized funding for the construction of a parking area adjacent to the Upper Fields off of Thomas Ave. This facility has always suffered from inadequate access, which this parking area should address.
8. The audit for fiscal year 2019 is now finished, and it shows that once again, Topsham has done a very good job at managing the public's money. Revenues came in higher than estimated, and ultimately, expenses were lower than anticipated, resulting a healthy fund balance at the end of the fiscal year.
9. Facilities management is something that has happened piecemeal in the past. We are currently developing a forwarding looking plan that anticipates such major investments as new roofs, or new HVAC systems, at all of the Town's facilities. This planning tool will help us to better manage our buildings and minimize unanticipated failures of major systems.
10. At the May 2018 Town Meeting, voters overwhelmingly approved a new Comprehensive Plan. This plan takes a new look at Topsham's future goals and lays out a framework for achieving the goals that the public identified. Plan on seeing more impacts from this new Comp Plan over the next several years.

11. Head of Tide Park has been on my list in the past, and as it grows and develops, it will be on the list again in the future. Current plans include an upstream boat launch.
12. Over the course of the year, Topsham saw the retirement of several long term employees. Both Troy Garrison and Mark LaFountain retired from the Topsham Police Department after distinguished careers. In addition, Gerry Ouellette retired from the Parks and Recreation Department. These employees have certainly left voids in their respective departments and have been sorely missed. We wish them all well in their next endeavors.
13. Finally, while not part of the 2018-2019 fiscal year report, I would be remiss in not addressing the fact that in November of 2019, I tendered my resignation as your Town Manager. This decision was a result of changes in my personal life, and a desire on the part of my wife and I to relocate to a warmer climate. My last day with Topsham will be January 2, 2020. After that, I will be moving to Elon, NC to assume the position of Town Manager for that college town. I will miss my 17 years in Topsham, the friends I have made in the community, the wonderful staff I have had the pleasure to work with, and a Board of Selectmen that has always put the needs of the community first. This has been a great place to work, and I thank you all for giving me this opportunity.

Finance Office Report
Debra Fischer, Finance Director

The Finance Office protects the interests of the Town of Topsham by following an established set of policies and procedures that enables internal controls to minimize potential loss and adherence to State and Federal laws. The Finance Director's position is highly sensitive to confidentiality and privacy. My position relies heavily on all departments to prepare and submit all information in a timely manner and is used to pay employees and vendors. This information is then used to prepare the various items required for our annual audit and for State & Federal reporting.

This year created additional challenges for myself with the responsibility of learning and setting up the Town of Topsham's new Municipal Software. Training and set-up began in October and will continue into fiscal year 2020. Most weeks training was an 8 hour day with additional 'homework' to process prior to the next week's training day. Our go-live date for Financials is January 1, 2020 which includes General Billing, Accounts Receivables and Animal Licensing. Human Resources and Payroll training will begin in 2020 with a go live date of July 1, 2020.

Additional duties of the finance director include but are not limited to:

- processing municipal payrolls
- processing accounts payable and accounts receivable
- completes and reconciles various monthly, quarterly and yearly financial reporting for both State and Federal agencies
- prepares for the annual independent financial audit
- in depth research & analysis of accounts
- reconciles various liability accounts on a monthly basis
- records all supplemental and abatements in our software system
- reviews bank account balances to assure adequate funds are available to process all warrants
- invests funds in secure instruments to increase revenues and allowing access to funds as needed day to day
- assists with the budget process by calculating all payroll wages and benefits for all departments
- assists employees with inquiries, FMLA, etc

This fiscal year the finance office processed 86 payroll & account payable warrants, issued 5,818 payroll checks (negotiable & direct deposit) and 2,267 account payable checks, and processed 3,841 invoices. There were 722 journals processed that included rapid renewal daily entries, daily credit card payment entries, cash deposit entries, along with hundreds of miscellaneous entries to include revenue sharing, ambulance receivables, boat rapid renewal and transfers between funds.

Again, this year as we did last year, the Treasurer & I invested funds into secure instruments, increasing our interest revenues. We anticipated that we would earn \$50,000 in interest revenue and we collected \$73,308.56 by year end.

I also oversee the MDOT & WEX fuel accounts by maintaining vehicle, driver, and fuel card logs and addressing any issues that may arise. The MDOT locked in price this year was \$2.485 for unleaded and \$2.628 for diesel; the same as last year.

With the help of department heads, I collect certificates of insurance and predetermination of independent contractor status certificates on our vendors, as required by 39-A M.R.S.A. §102 (12-A). Many vendors are automatically sending updated certificates. Unfortunately, some vendors have been suspended for not submitting valid certificates. Our worker's compensation auditor reviews these certificates annually during our audit. Without a valid certificate, the Town may be liable for Workers' Comp coverage on individual vendors.

I am tracking eligible full-time/full-time equivalent employees monthly as well as tracking employees that have insurance coverage and those that were offered coverage. I prepare and submit annual forms as required by the IRS assuring that we are in compliance with the Affordable Care Act (ACA).

I assist employees with tax withholding, insurance benefits, short term disability and other payroll withholding questions. I am also the liaison between the Town and our accounting/payroll/receipting software vendor.

I would like to thank Rose Woodd, Ed Bobalek and Brandi Lohr who have been very willing to help me when they can. Rosie & Brandi process payroll in my absence, Brandi processes AP warrants and assists with vendor certificates of insurance, and Rosie balances the Town's monthly bank statements.

I enjoy my position with the Town of Topsham. It is a very challenging job that changes daily. I will continue to do my very best to maintain the trust and confidence that has been placed in me. I would like to take this opportunity to thank all of you for approving my full time finance assistant for FY20. This position will be a huge help to me and with succession planning. I appreciate the opportunity to serve the Town Manager, the Board of Selectmen, and the residents of the Town of Topsham.

Submitted by,
Debbie Fischer

Assessing Office Report
Fiscal Year July 2018 – June 2019

Staff:

Justin Hennessey, Certified Maine Assessor

The Assessing Office maintains property records for all real estate and business equipment within the Town of Topsham. All assessing duties are performed in accordance with Maine State Law. Our records and value determinations are audited by Maine Revenue Services annually.

Most records in the Assessing Office are available for public inspection. The annual tax commitment list, tax maps and tax bills are also available online www.topshammaine.com. Real estate property record cards are available online www.VGSI.com.

Maine State Law provides a measure of property tax relief through partial exemptions for qualified individuals. Application forms for partial exemption, or current use programs are available in the office or from the Town of Topsham website.

Homestead Exemption:

Any Maine resident may apply for a Homestead Exemption for their primary dwelling after they have owned a Maine residence for at least one year.

Veteran Exemption:

- A Veteran Exemption is available for veterans who served active duty during a recognized war period once they are 62 years of age. OR;
- A veteran of any age or service period who is 100% disabled as determined by the Veteran's Administration may receive the Veteran Exemption. OR;
- A widow or widower of a qualified veteran, who has not remarried, may also receive the partial exemption.

Blind Exemption:

Any homeowner who is determined legally blind may apply for a Blind Exemption.

Current Use Enrollment:

Other properties may qualify for a reduction of valuation by enrolling in the Current Use Programs. Classifications exist for farmland, tree growth, open space, and working waterfront.

Valuation and Levy History

April 1,	2018	2017	2016	2015
Taxable Real Estate	\$993,133,088	\$979,668,341	\$959,536,508	\$935,877,049
Taxable Business Equipment	\$24,824,770	\$26,343,260	\$26,945,160	\$25,126,600
Homestead Reimburse Value	\$28,159,313	\$22,277,800	\$16,639,750	\$10,962,050
BETE Reimburse Value	\$3,053,994	\$1,875,060	\$2,078,475	\$1,318,340
Total Valuation Base	\$1,049,171,165	\$1,030,164,461	\$1,005,199,893	\$973,284,039
County	\$1,668,427	\$1,654,957	\$1,583,900	\$1,557,485
Municipal	\$9,320,065	\$8,986,495	\$8,267,889	\$8,101,288
TIF Financing (Dev & Town)	\$2,612,707	\$2,643,763	\$2,310,553	\$2,206,243
School SAD 75	\$10,244,895	\$9,691,775	\$9,219,170	\$8,915,066
Total Appropriation	\$23,846,094	\$22,976,990	\$21,381,512	\$20,780,082
State Revenue Sharing	\$494,452	\$467,450	\$446,757	\$435,304
Other Revenues	\$3,719,997	\$4,007,289	\$2,983,760	\$2,992,485
Total Deductions	\$4,214,449	\$4,474,739	\$3,430,517	\$3,427,789
Net Appropriation	\$19,631,645	\$18,502,251	\$17,950,995	\$17,352,293
Overlay	\$19,331	\$164,329	\$132,551	\$127,888
Tax Rate	0.01873	0.01812	0.01799	0.01796
Certified Ratio	100%	100%	100%	100%
State Valuation	\$913,450,000	\$885,550,000	\$850,650,000	\$816,250,000

2018-2019 Town Annual Report

Linda J. Dumont, Town Clerk and Registrar of Voters, Assistant Tax Collector

Edward G. Bobalek, Tax Office Director, Deputy Tax Collector and Assistant Town Clerk

Brandi D. Lohr, Deputy Town Clerk, Assistant Tax Collector and Deputy Registrar of Voters

Debra E. Stevens, Assistant Town Clerk, Assistant Tax Collector and Deputy Registrar of Voters

Diane C. Wyman, Assistant Town Clerk, Assistant Tax Collector and Deputy Registrar of Voters

Tax Office

The Tax Office is responsible for the accurate collection and reporting of all municipal revenue, issuing of valid registrations and permits for the Bureau of Motor Vehicles and Inland Fisheries as well as various miscellaneous municipal services. The office processes over 25,000 transactions and collects over \$22,000,000 every year while doing our best to provide exemplary customer service and a positive experience for our taxpayers. As always, the Tax Office would like to thank the Board of Selectmen, Town Manager, Residents, and our Coworkers for the support we are shown. We truly appreciate that the Topsham taxpayers continue to routinely show respect and appreciation to the office staff while completing their business.

Motor Vehicle

Excise tax collections were level with the previous year, up 1% from \$2,020,302.98 in 2017-18 to \$2,041,023.11 in 2018-19. This is after four consecutive years of increase in excise tax revenue. Prior to this year excise tax had increased over \$400,00/yr overall from 2014-15 to 2018-19.

Property Taxes

For the fiscal year the Tax Office processed 9,141 real estate tax payments for a total of \$18,531,659. The 2019 tax year saw the lowest number of town properties liened since at least the 2003 tax year.

STATISTICS:

	2018-2019	2017-18	2016-17
Total receipted transactions	25,494	26,354	26,202
IF&W Licenses and Registrations	1,231	1,191	1,305
Motor Vehicle Registrations (Counter)	9,978	9,768	9,977
Online Vehicle Registrations	1,380	1,380	1,190
Real Estate Transactions	9,141	9,336	8,796
Tax Liens	99	110	101
Excise Tax	\$2,041,023.11	\$2,020,302.98	\$1,919,701.09
Total \$ collected by Clerk and Tax office	\$23,074,383.76	\$22,261,918.91	\$21,624,402.10

The end of the year saw Brandi Lohr move on to a position in the finance office and shortly after her departure Diane Wyman retired. Both of these fine individuals were a credit to the Town, the office, and to themselves during their time in the Clerk/Tax office and will be missed. We hope everyone joins us in wishing them the best in all their endeavors moving forward.

Respectfully Submitted,

Edward G. Bobalek, Tax Office Director

2018-2019 Town Annual Report

Town Clerk's Office

The Town Clerk is the keeper of the public records and is responsible for the preservation, safekeeping and disposition of municipal archival records and to provide access to records, information is provided to both town officials and the general public. The office records and maintains all vital statistic records relating to births, marriages and deaths and issues certified copies. Records all oaths, appointments and elections. The Clerk is responsible for voter registration and conducts all elections, both State and local, held within the community. The office issues marriage, hunting, fishing, dog licenses, business licenses and permits.

Elections

The Town Clerk & Voter Registrar is responsible for voter registrations, maintenance of voting lists, absentee voting and coordination and supervision of all Elections in the Town of Topsham. State, Federal and Local Elections are held the first Tuesday in November of each year.

The Town Clerk held three elections and one Special Town Meeting during the fiscal year 2017-2018 and the results are as follows:

November 6, 2018 State of Maine Referendum Election and Municipal Election

Registered Voters	7668
Total Ballots cast	5230
Absentee Ballots	1597
Voter Turn-Out	68.2%

Municipal – Roland Tufts was re-elected to serve as Board of Selectman and Overseer of the poor for a three-year term. The voters also re-elected Dorothy Gardner to serve a three-year term on the M.S.A.D No. 75 School Board of Directors. Both were unopposed. The town voted in favor of the retail sale of medical marijuana. They also voted in favor of allowing the commercial growing of marijuana. The town rejected the allowance of adult use recreational marijuana.

Referendum Election – Topsham voter's voted against the Citizen Initiative to support home based health care. The Town voted in favor of each of the four succeeding questions, all bond issues (Water Quality, Transportation, Universities, and Community Colleges).

May 15, 2019 Municipal Special Town Meeting

Of the 7649 registered Topsham voters, 202 attended the meeting and voted to raise, appropriate and spend a total of \$ 11,298,606 for the annual town budget of 2019.

June 11, 2019 M.S.A.D No. 75 School Budget Validation Referendum.

Registered Voters	7649
Total Ballots Cast	820
Voter Turn-Out	10.7%

M.S.A.D. No.75 The voters approved a Fiscal Year 2020 operating budget of \$37,837,232 and a total budget (including Adult Education) of \$42,279,971

Registered Voters: 7530 (as of June 30, 2019)

Democrats:	2524
Green Independent:	236
Republican:	2005
Unenrolled:	2864
Cancelled:	263 (deceased, moved)

Many thanks to our dedicated residents that continue to serve year after year as Election Officials and all those involved in assisting to make our elections run efficiently and smoothly. The success of our elections is the result of the conscientious effort of the staff for the many weeks leading up to each election and the work of our experienced Election Clerks at the polls. Thank you all for a job well done!

Boston Post Cane Holder: April 26, 2019 to Present, Priscilla Lowery–Born 1919



Past recipients

- Ruth Bean Age 100 Awarded 2017
- Ruth Mann Age 103 Awarded 2009
- Gretchen Knight Age 101 Awarded 2001
- Helen Beauchesne Age 100 Awarded 1998
- Max Saucier Age 95 Awarded 1980
- Frank Carver Age 95 Awarded 1976
- Nellie Lydia Reid Hinds Age 93 Awarded 1967

If you have other information on past recipients, please email: ldumont@topshammaine.com

Vital Statistics

70 Marriages Licenses Issued
98 New Births Certificates Issued
85 Deaths Certificates Issued
9 Burial Permits Issued
727 Additional Certified Copies of Vitals Records Issued

Municipal Licensing and other services

9 Catering Permits
13 Liquor Licenses
37 Victualer Licenses
344 Hunting & Fishing Licenses
873 Dog Licenses (includes online)
4 Special Amusement Permits
13 Sole Proprietor (DBA) recorded
1 Peddler
191 Notary Transactions
52 Appointments and Oaths administered for various offices, town boards and committees

Respectfully Submitted,

Linda Dumont, Town Clerk

Please visit our website at WWW.topshammaine.com for information on how to register a dog, or obtain hunting and fishing licenses online; as well as information regarding elections, vital records, municipal licensing and other town services.

2018-2019 Town Annual Report General Assistance Department

The General Assistance program is a state mandated, municipally administered financial assistance program. The program is responsible for administering immediate aid to people who are unable to provide for their basic necessities. The Town will grant assistance to eligible applicants for basic necessities according to the maximum levels for specific types of assistance. Basic necessities include housing, heating fuel, utilities, non-elective medical services, food and personal supplies. Assistance is issued to a specific vendor in the form of a voucher. The program promotes self-sufficiency through guidance and referrals with outside community support agencies. This program continues to be a safety net for the neediest members of our community. The State reimburses the town 70% of expenditures for this program. Applications for General Assistance are now by appointment only and can be made by calling 725-5821, email: ldumont@topshammaine.com or by coming by the office during regular business hours to schedule an appointment.

\$5088.00 in assistance was issued as follows:

Housing	\$2465	Personal supplies	\$ 235
Fuel	\$0	Burial	\$ 1444
Food	\$479	Medication	\$ 10
Utilities	\$139		

Of the \$5088 General Assistance issued \$3561 was reimbursed by the State of Maine Department of Health and Human Services, leaving an actual municipal expense of \$ 1527

Topsham's Heating Assistance Program issued \$806.00 for emergency assistance to individuals and families that did not qualify for General Assistance or (Li-heap) the Federal Low income heating assistance program. An additional \$1255.00 of assistance was granted for basic necessities from the general donations account. Assistance is issued as funds are available.

The funding for the Heating Assistance Program and General Donations are made available through the donations of private individuals, businesses, local community groups and fund raising efforts.

The Heating Assistance Program received \$3682.00 in donations this year. These donations will again allow us to continue meeting the needs of those who do not qualify under the General Assistance guidelines but still in need of immediate help.

Holiday Assistance is provided by donations from generous benefactors such as local churches, local businesses, individuals and community groups. The matching of families, elders and individual's is coordinated through the GA office and is confidential. Thanksgiving food baskets were delivered to fifteen families, one family was "Adopted" for Christmas, Christmas dinner baskets were delivered to 6 families and heating fuel gift certificates were donated. Over 100 wrapped gifts were donated by the Giving Tree and McDonalds sponsored a toy drive, the toys were distributed to Topsham families and the to The Gathering Place.

Thank you to everyone who makes these charitable programs available to our Topsham neighbors, this past year was filled with an outpouring of donations and many people eager to help!

Please go to our website at www.topshammaine.com to view links to other important resources. If you are in need or know of someone who can benefit from this service, please contact the office. All information is confidential.

If you would like to make a donation to any of the charitable programs please contact us at 725-5821 or on our website at www.topshammaine.com

SOLID WASTE & RECYCLING

2019 Annual Report

Single Sort recycling had proved to be a very good choice for the Town of Topsham for the last Ten years. It allowed us to streamline our operation making it easy to Recycle and lower the amount of MSW (Municipal Solid Waste) while raising our recycling efforts. But unfortunately the cost has been going up to process the material and the Markets are beginning to be particular about what goes in the Zero Sort. The main complaint is the out through or trash mixed in with it, food and non-expectable items like metal, other than cans or plastic wrap and foil packaging. We paid \$5 a ton to process it in the beginning, went to \$29 a ton three years ago. The new contract we are looking at up \$150 per ton for Zero Sort which is almost twice the cost of Trash or “MSW” as we call it at \$60

We recycled over 500 ton of Wood chips in 2019, and expect to do more this year. Wood processors are finding it hard to find markets for the Demo wood so we are subject to the plants that burn them and their time schedules to take them. We will make the best of it and take care as we need to remove them. This year it can go to Brunswick as cover material for their Landfill but that will only last a short time till 2021 perhaps.

The residents of Topsham recycled 139.35 ton of metal, 32 ton of shingles, 353 ton of Zero sort recycling commercially and 253 ton at our Facility along with 226 gallons of cooking oil and motor oil this past year, reducing the disposal cost to the Town.

We donated 14.5 ton of clothing and such to the Salvation Army, a number of used Bikes for people otherwise could not afford new, plus over 50 ton of reuse items.

Household Hazardous Waste days in April and October helped to remove many gallons of paint and pesticides as well as hundreds of pounds of pollutants. We do plan to participate in the two dates again this year. The nice thing is we no longer have to go through the pain of hardening the paint before disposal. The new Paint Stewardship program is now taking care of old paint disposal without doing anything special other than original label and sealed. There are three locations close by the residents can bring paint. Sherwin Williams in Topsham and Brunswick as well as Randy's Ace true Value in Bath.

Two years ago we worked our forestry plan and harvested wood from the forest on the property, there was approximately 80+- acres selectively cut to improve the health of the forest. This was a light cut so the impact is minimal and the trees will do much better with the canopy opened a little to let the under story grow making it a healthier forest to be enjoyed for the coming years. Along with the cut we have declared by Selectman to be a Tree Farm that hopefully will be enjoyed by people for years to come both recreationally and visually. The Six Rivers Bike club has created a network of Mountain Bike trails throughout the property culminating in about 4-5 miles of trail open to bikes walking and when things stiffen up horse's certain times of the year. We are all working together to provide more recreation for our residents.

The Town is in the proses of getting Big Eddy stalked with brook trout on a regular basic. The State has given us 500 fish this fall in hopes of them carrying over till spring, so as a result we have to align our rules to the ponds to reflect the State Law.

All thanks to the cooperation of the Taxpayers of Topsham for without whom we could not have accomplished this difficult task.

The Staff of the Solid Waste Facility would like to thank the residents of Topsham for their participation in these programs.

Ed Caron

Solid Waste Director

Topsham Public Works
100 Main Street / 10 Maintenance Way
Topsham, ME 04086
(207)725-1728 fax (207) 725-1739

I would like to thank the citizens of Topsham for their cooperation and support this past year, while we worked in the Town's roadways doing repair work, paving projects, winter plowing of snow and removing it from the sidewalks. Public Works maintained the infrastructure in our community and approximately 80 miles of roads. The Public Works Department team did a great job over the past year doing this work and assisting other departments in the Town as well.

Cathance Road, River Road and Monument Drive were all paved or reconstructed and paved, this past year. A new sidewalk was built by the department along Maple Street, connecting Summer to Bridge Street. This past year, the department purchased an attachment for the sidewalk machine that will allow us to mow our shoulders along the roads and a new 1 ton dump truck was purchased replacing the old 2009 unit.

The department installed approximately 20 new storm drain basins and repaired many more, including some work in the Bay Park area. This work was done to correct drainage problems in the area by replacing the old rusted out pipes and installing new storm drain basins to help eliminate surface water problems on our roadways. The winter months kept the department very busy with plenty of snow to plow and remove from the streets and sidewalks. The mechanic did an excellent job maintaining our fleet and assisting with repairs and inspections of other department vehicles.

Respectfully Submitted,

Dennis Cox, Director
Topsham Public Works Dept.

Mission Statement

The Topsham Fire & Rescue Department exists to preserve life and property through superior, and pro-active professional services delivered with integrity, courtesy, and compassion.

To achieve this mission, we will do the following:

1. Promote, through engagement, educational programs designed to increase community member awareness in regards to issues relating to life safety & health, fire prevention, and risk reduction.
2. Provide the highest level of training to department members in the areas of public education, fire prevention, emergency medical services, fire suppression, and rescue.
3. Maintain or decrease response times for emergency medical services and fire/rescue protection.
4. Continue to provide adequate staffing levels to meet the demands of the community.
5. Provide department members with the necessary equipment and supplies to safely and efficiently perform their duties.

Vision Statement

To be recognized within our community and beyond for setting and achieving the highest level of standards and performance as an all-hazards response agency.

I am pleased to submit the 2019 Topsham Fire & Rescue annual report. We continue to adapt, to the ever-changing needs of the community, while striving to increase efficiency in all aspects of our operations. Throughout the year, members of the department have once again shown their level of professionalism to our community. This past year was my first full year at Topsham Fire Rescue. I am consistently amazed by the level of dedication of all of our employees and proud to be part of this town.

This year a majority of our efforts have been focused on department operational efficiency, training, and community life safety education. We have added a formal CPR training program that we offer to the public. We have conducted several CPR trainings in and outside of Topsham. Our mandatory safety policies have been reviewed and edited to meet the current safety guidelines put forth by the Maine Bureau of Labor and National Fire Protection Agency. These changes have led to increased member safety both at the station and on emergency scenes.

This past year we repaired Tank 1. Tank 1 had a catastrophic leak in the old fiberglass tank. The truck itself still has plenty of life left, so the decision was made and approved at town meeting to replace the tank and upgrade the pump. The truck now has a plastic and more durable tank. Along with the tank, we took the opportunity to upgrade the pump during this project. The old pump was a 250 gallon per minute pump and we were able to upgrade it to a 750 gallon per minute pump. Tank 1 is now classified as Class "A" pumper and will provide the fire department with a greater level of public safety.



At the town 2018 town meeting voters approved two-full time personnel, bringing our total to 3 full-time staff. We were able to hire that additional personnel. At the 2019 Town Meeting, we received an additional full-time person. We now have a full-time firefighter/paramedic on every shift. This gives us a consistent person scheduled every day of the year 24 hours a day. The full-time staff has alleviated the scheduling difficulties surrounding per-diem work and volunteers. Without them, we were often running low on scheduled personnel. We are still looking at staffing levels and addressing the recruitment/retention problems surrounding public safety.

Additionally, we were able to add a 3rd person on the night shift crew. Before this, every time the ambulance left on a medical call at night, the station was empty. Going forward the third person on the night shift will allow for station coverage and can be an additional hand on calls where more staff is needed.

As we move forward, we will continue to offer the best service possible to the citizens and visitors to the Town of Topsham. We will continue to streamline our operational processes and become a more efficient and effective organization. Our efforts have paid off. We have several documented cases where people's lives and property would not be here today if it were not for the expeditious, efficient, and effective response of the Topsham Fire & Rescue Department. We can accomplish this because members continually strive to give the best possible delivery of our products to the citizens and visitors of our community.

Department Overview:

The Topsham Fire & Rescue Department is 49 members strong. The membership consists of:

- | | |
|---|--|
| 1 Full-Time Fire Chief | 2 Captains (On-Call) |
| 1 Full-Time Deputy Chief/EMS Director | 3 Lieutenants (On-Call) |
| 1 Assistant Chief (On-Call) | 40 Firefighter's & EMS Personnel (On Call, Per Diem) |
| 3 Full-Time FF/Paramedics (1 more upcoming) | |

We operate out of 1 station, and staff the following equipment:

- | | |
|--|--------------------------|
| 2 Basic & Advanced Life Support Ambulances | 1 Boat |
| 2 Engines | 1 Tanker |
| 1 Ladder (Quint) | 1 Brush (Forestry) Truck |
| 1 Service Unit | 2 Command Vehicles |

The department staffs the following Full-Time & Per Diem positions seven days a week to supplement our on-call staff:

- | | | |
|--|--------------------------|------------------------|
| 1 Full-Time Fire Chief (8 Hour Days/M-F) | 2 FF/EMT's (7 AM – 7 PM) | 2 FF/EMT's (7 PM-7 AM) |
| | 1 FF/EMT's (10 AM-6 PM) | 1 FF/EMT (8 PM -8AM) |
| | | (upcoming) |
| 1 Full-Time EMS Director (8 Hour Days/M-F) | 1 FF/EMT's (8 AM – 4 PM) | |
-

Incidents:



Overall, our call volume for the last fiscal year was slightly less than the previous year. Our EMS calls were up, but our fire calls were down.

Fire/Rescue Requests for Service:	398
Emergency Medical:	1310
Total Requests for Service:	1708

Fire Prevention/Community Relations:

Fire department personnel continued their fire prevention efforts by teaching various fire prevention classes. These events have reached more than 1200 children and adults. The department is working hard to increase its community presence through life safety education programs. We have begun to assist local businesses with emergency planning, as well as fire safety training. We continue to develop new relationships with local organizations, as well as grow the relationships we currently have. We are committed to developing and implementing programs that will have a positive influence on the life safety and health of residents and visitors of Topsham.

Inspections:

Members of the Topsham Fire & Rescue Department completed 104 inspections throughout the year. The fire department continues to have a focus on safety standards in our schools. These inspections included pre-fire planning, life safety, victualler's license, building inspections, and fire drills. The fire department conducted over 40 fire drills in our town's schools over the year. New and renovated buildings are constructed to the applicable codes and town ordinances. Many projects require several reviews before acceptance, as well as subsequent follow-up field inspections. We are privileged to have an outstanding relationship with our code enforcement and planning departments. This ensures a responsive quality product for developers, contractors, and citizens who are performing work in our community.

Training:

On top of all the time members dedicate for emergency responses, we strive to train as much as possible. Aside from the on-duty crews conducting daily training, the call-crew still trains 3-4 times a month. The department members combined for 1823 hours of training last fiscal year.

We have had multiple members of our department attend State of Maine Emergency Medical Services (EMS) and FF classes this year. The continued completion of EMT programs has ensured that the Topsham Fire & Rescue Department delivers a very high-quality level of care to our citizens. The following people obtained or upgraded their EMS licenses.

Andrew Thibeault – EMT Basic

Catrin Green – EMT Basic
Andy Schenk – EMT Advanced

Congratulations to the following members for completing the 240+ hour Firefighter I & II academy:

Jason Cooney

Also, we have members who have completed fire instructor, fire officer, pumps, EVOG, hazardous materials, and rescue technician courses/certifications. All of these programs are in addition to the monthly training done by the department.

This dedication to professional development is what makes Topsham Fire & Rescue one of the top services in the state. Department members dedicate their time and energy so they can be prepared to respond to any situation.

Training remains one of the biggest priorities of the fire department. Members are faced with situations that require a great deal of knowledge and skill. It is of utmost importance that the department continues to educate and train its members.

Live-In Students:

The department offers a student live-in program for four students. This program offers housing to students enrolled in either fire science or paramedicine at Southern Maine Community College by living at the fire station. These students live at our station free of charge while providing the community with emergency responses while they are at the station. The students must fulfill pre-determined minimum shift coverage, with no compensation, and complete community service projects in return for the housing agreement. This program provides the students with real-life emergency fire and medical experiences by assisting our on-duty firefighter/paramedics, as well as our other on-call members, during training and emergency responses. This year we welcomed back Austin Gayton, who is in his second year of the program. We welcomed one new student, Daniel Mckenna.

Ladies Auxiliary:

Many of our achievements and operations would not have been possible without the support of our ladies auxiliary. They are an incredible group that provides an invaluable service to the department and the community. Their professionalism and willingness to help are known throughout the area. They are available to assist any department that asks and certainly has done so.

In closing, I would like to remind the citizens of the Town of Topsham that we are always looking for people to join our organization. From administrative assistance, assisting with traffic control, driving fire trucks or ambulances, to becoming an EMT, it is likely that we have a job for you. To learn more about becoming a member of our family, please contact us by phone at 207-725-7581 or by email at cmclaughlin@topshammaine.com

Sincerely,

Chris McLaughlin
Fire Chief

Topsham Police Department
Annual Report FY 2018/2019

The foundation of the Topsham Police Department is based on our values of integrity, respect, service, and equality. We will commit our resources in partnership with the community to:

- * Promote a safe and secure environment, striving to reduce crime and the fear of crime
- * Create positive and open partnerships with members of the community
- * Provide a fulfilling work environment for our employees.

What Do We Do?

Everything 24/7/365

- | | | |
|--|--------------------------|--------------------|
| · Patrol | Child Abuse | Testify in court |
| · Assist public/motorists | Sexual Assaults | Alarms |
| · Traffic Enforcement | Elder Abuse | School Safety |
| · Civil Disputes | Neighborhood Disputes | Serve paper work |
| · Mental Health issues | Traffic Crashes | Instruction/train |
| · Crimes/criminal investigations | Town Ordinance | Attend meetings |
| · DHHS referrals | Escorts Traffic/Property | Public speaking |
| · Domestic Violence | Traffic Direction | Assist Town Depts. |
| · Sex Offenders Registration
and Notification | Drug Enforcement | Animal Complaints |
| · Work place accidents/death | Crime Scenes | Suicides |
| | Unattended deaths | CPR/AED/First Aid |

Activity:

Traffic Stops: 3,170

Traffic Summons/Warnings: 2,427

Traffic Complaints: 523

Traffic Crash: 441

OUI Arrest: 24

Calls for Service: 4911 Include but not limited to:

Disorderly Conduct: 103

Animal Complaints: 290

Criminal Arrest/Summons: 271

Fatal Traffic Crashes: 1

Mental Health Services: 170

Drug over Dose: 6

Drug Complaints: 38

Burglary: 6

Theft: 75

Assault/Family Fight: 71

Police Department Personnel:

Chief of Police: Christopher A. Lewis

Lieutenant: Frederick Dunn

Sergeant: Mark Gilliam

Sergeant: Robert Ramsay

Detective: William Collins

School Resource Officer: Randy Cook

Animal Control/Traffic Safety: Kerry Libby

Patrol Officer: Gabrielle Mathieu

Patrol Officer: Mark McDonald

K9 Officer: Lucas Shirland

Patrol Officer: Courtney Everett

Patrol Officer: Jose Gomez

Patrol Officer: Bruce Swanson

Patrol Officer: Mathew Bowers

Patrol Officer: Nicholas George

Patrol Officer: Open

Technical Support: Mark McDonald

Reserve Officer: Cheryl Holmes

Reserve Officer: Al Huntington

Records Clerk: Joan Vermette

Data Entry Clerk: Robert Morris

School Crossing Guard: Cindy Tracy

The Police Department has experienced many changes over the past year. Officer Courtney Everett, Officer Jose Gomez and Officer Nicholas George successfully past our hiring process. Robert Morris has filled in the position of data management for the department. Robert Morris provides a wealth of knowledge as well as skills necessary to keep us working efficiently. Each one of our new Police Officers will be or are currently attending the Maine Criminal Justice Academy to obtain their Fulltime Certification. The hiring process along with the Field Training Officer program includes multiple stressors every day and unfortunately, some candidates will come to realize this job is not for everyone. Movies and television shows, even the “live” versions portray fantasy or small visions into the life of a Police Officer. The reality of a nationwide shortage of Police Officers continues to be felt right here in Maine.

K-9 Officer Lucas Shirland and his partner Jobe, provide support for our Town as well as surrounding communities. Their commitment to providing a safe community to live in is reflected in the amount of training as well as specific requests made for this specialized team. Our K-9 team answered thirty (30) “call outs”, assisting twelve different agencies including our own department. These “call outs”, covered tracking burglary suspects, drug searches, as well as missing person complaints. All of these accomplishments occurred after K-9 Jobe had a few health issues including surgery for a tail injury and broken ribs suffered during a training exercise.

Police Officers must continue to train in a variety of subjects from best practices for active shooter situations, use of force, search and seizure of electronic devices, motor vehicle pursuits, to effective tactics for the apprehension of intoxicated or distracted drivers. This past year provided many challenges for the agency as we experienced the need to hire four new officers. Three out of four positions are currently filled and the agency continues to actively recruit one more member. As we continue to build our foundation looking forward, we expect great accomplishments from our new Police Officers. A former Marine, a collegiate athlete, and our very own certified Emergency Medical Technician. Diversity as well as life experience creates a well-rounded agency providing services to this community.



Planning and Codes Enforcement Annual Report

July 2018 – June 2019

Background

The Planning and Codes Enforcement Office is given many roles in Town government, including administering our various land use rules and regulations, overseeing a diverse array of community projects, administering state and federal grants, developing plans for future action, processing passport applications, and collaborations with many different local and regional organizations.

Administering Topsham's land use rules takes several forms, including issuing construction related permits (building, plumbing, electrical, etc.) as well as land development permits (subdivision, site plan and conditional use among them). These land use permits are issued by the Planning Board, Zoning Board of Appeals, and the Historic District Commission.

We also provide support to numerous other committees, including the Conservation Commission, Tree Committee, Lower Village Development Committee, Topsham Community Fund, Head of Tide Park Committee, Topsham Fair Mall Stormwater Technical Advisory Committee, Comprehensive Planning Committee as well as other planning related committees that are formed from time to time.

In addition, the Planning Office serves as the Topsham Passport Acceptance facility. This has become a steady role for three staff members as we strive to have someone able to review and accept passports during business hours. Topsham receives a review by the U.S. Department of State Passport Agency and has consistently received outstanding reviews for our efforts. More recently, we have expanded acceptance hours with the change in Town hall business hours (Thursday hours for acceptance have expanded to 5:30pm).

Department Staff

Rod Melanson, Planning Director –

Tom Lister, Codes Enforcement Officer

Carol Eyerman, Assistant Planner – (resigned in August 2019)

Andrew Deci, Assistant Planner (effective October 2019)

Irene Dubreuil, Administrative Assistant

Nick Suarez, 2019 Summer Bowdoin College Intern

Planning Board

FY (2018/2019)

The Planning Board's chief function is to review development proposals against the Town's adopted land use rules. The Board administers the Subdivision, Site Plan and Conditional Use codes. In certain cases, it also reviews Shoreland Zoning and blasting permits. Lastly, the Board administers two state-level permit programs, Site Location of Development reviews and Stormwater Permits. The Board achieves this "Delegated Review Authority" by utilizing a contracted peer review engineer. Lastly, the Board also advises on Public Street Acceptances.

As a follow up to issuing permits, the Planning Office coordinates all pre-construction meetings/ activities and follow up inspections during construction of projects that have received a permit from the Planning Board. This function has added quite a bit of oversight on construction activity and development compliance.

This past year saw steady activity for the Planning Board, the Board has issued the following permits:

Amended Subdivision	3
Amended Site plans	0
Subdivisions	2
Site Plans	8

Shoreland Permit	0
Conditional Use Permit	5
Blasting	1
Street Acceptance	2
Workshops	6
Ordinance Amendments	6

In addition to project reviews, the Board works on amendments to our various land use codes. These are prepared and submitted to Town Meeting for consideration. At last May's Town Meeting, the Board presented the following amendments:

2017 planning department application revenues:

Subdivision - \$4,045

Site Plan - \$4,440

Conditional Use - \$450

Blasting -\$215

Historic District - \$25

Town of Topsham Conservation Commission

The Conservation Commission worked on the following projects during the past year.

Continued assistance to Comprehensive Plan committee.

- We reviewed final drafts providing corrections and clarifications.
- Wrote letter incorporated in Open Space section of plan.
- Endorsed final plan.

Reviewed paper streets for conservation value.

- Used maps, satellite images, connectivity, and current use taxation to determine value for conservation and recreation.
- Conducted site walks where more information was needed.
- Reviewed 20 of 36 paper streets identified in 2017 report.
- Will continue to review remaining as time permits.

Held a presentation on phenology with Nat Wheelwright at library in the spring.

Continued work removing invasive plant species on town land.

- Revisited Foreside field to ensure successful removal of asiatic bittersweet along the field perimeter. Removed small regrowth several times this season.
- Invasive disposal at the solid waste facility is continuing to see strong usage and disposal appears successful.
- Worked with Topsham Public Library and Bowdoin students to remove invasives around library in September.

Conservation easement management.

- Working on letter to abutters informing them of the easements locations and restrictions.
- Completed graphics for boundary signs and printed first 20.
- We will be installing signs on existing easements once letter is sent to abutters.

Reviewed new subdivision plans for open space requirements.

Site visits of town owned properties being considered for sale.

Sincerely,

Victor Langelo

Chair, Topsham Conservation Commission

Comprehensive Plan Update Committee

(Fiscal Year 2018/2019)

After two years of public meetings and diligent work the committee brought a final plan to May 2019 Town Meeting where the plan was adopted by the Town. Over 500 residents participated in this process, either on-line or in person during participatory events, or at the bi weekly meetings of the committee. The CPUC formed a transition team, and is looking to begin the implementation of the plan for 2020.

Passports

Topsham received a certificate of achievement from the U.S. Bureau of Consular Affairs; National Passport Service for exemplary performance. This was issued in February of 2019.

We issued 236 Passports with a total revenue of \$10,255.

Historic District Commission

(FY 2018/19)

The Topsham Historic District Commission scheduled four meetings in 2017/18, which are held on the second Wednesday of each month. Four regular meetings were held, as scheduled.

The Commission reviewed four (4) certificates of appropriateness

Alterations:	<i>approved – 6</i>	<i>denied - 0</i>
Demolitions:	<i>approved - 0</i>	<i>denied - 0</i>
New Construction:	<i>approved - 0</i>	<i>denied – 0</i>

The commission is working with the Topsham Community Fund on completing the historic interpretive signage project.

Respectfully submitted,

Gary Smart

Chair, Topsham Historic District Commission

GIS/ Mapping

The planning Office administers planning GIS data through:

1. Maintaining the digital database for all zoning data and maps
2. Maintaining/ updating infrastructure inventories
3. Map production for committee presentation/ research
4. Development and expansion of on-line interactive web mapping service
5. Planning analysis

We received new aerial ortho imaging this year, and have worked with state vendors to integrate the data into our system. This georeferenced image data will help in developing any future data as necessary.

Grant Administration

(2018/2012)

The Planning Office often undertakes grant application and administration responsibilities to conduct planning projects, which may include inter-department and committees tasks/ goals. For this fiscal year the office is administering the following grants:

1. MDEP 319 – Topsham Fair Mall Watershed (Phase II Implementation)
 - a. Construction of culvert was successful, and the grant will be closed.
 - b. All told the project totaled over \$200,000 and was supported by MDEP 319 funding and SEP funding.
2. EPA Vernal Pool Program (partners with UMAINE to continue Vernal Pool Policy Work).
 - a. This project was finalized and closed out
 - b. State granted delegated review authority to Topsham – Maine’s first town or city to undertake this program
3. Historic District
 - a. Certified Local Government Grant of \$24,995 for roof repair construction
 - b. Project was finalized and closed

Code Enforcement

The Code Enforcement office is responsible for the administration of various Town and State codes and rules. The office maintains updated information on the Town web site including permit forms, zoning information and building code information and is always willing to help with any questions.

Topsham is required to enforce State Internal Plumbing and Wasterwater Codes and the Maine Uniform Building and Energy Code consisting of Commercial Building, Residential Building, Existing Building, and Commercial/Residential Energy Codes. The Town has elected to enforce an Electrical Code and a Zoning Ordinance.

Over the past year, the code officer assisted around 2,779 customers, completed 584 field inspections/meetings, and issued permits totaling \$121,013 in fee’s consisting of:

Blasting 2

Building 154

Demolition 1

Electrical 185

Fire 62

Plumbing 74

Sign 15

Septic 21

Zoning Board of Appeals

The Zoning Board of Appeals is a review board which meets once a month as needed to hear administrative reviews, appeals or variance requests, provide interpretation of the zoning ordinance, and to hear and decide appeals for some conditional uses.

During this report period there was one Zoning Board of Appeals meeting.

Planning Office Assistance

In addition to these committees that have been supported directly by the Planning and Codes Enforcement Office, the Office has also worked with and/or provided support to the following committees:

Lower Village Committee

Board of Selectmen

Topsham Development Incorporated

Topsham Fair Mall Watershed Plan

Town Landing Trail

Topsham Bike Path

Topsham Fair Mall Transportation Master Plan

MAP – Maine Association of Planners

MCOG/ MCEDD

Public Transportation regional working group

Topsham Community Fund

Head of Tide Park

Merrymeeting Trail Committee

Capitol to Coast Trail Committee

2018-2019 FY ECONOMIC & COMMUNITY DEVELOPMENT ANNUAL REPORT

John Shattuck, Economic & Community Development Director

TOPSHAM DEVELOPMENT, INC. (TDI):

- Served as lead staff support & Chief Operating Officer for Topsham Development, Inc.
- TDI again participated in the Topsham Public Library's Business Round table as a \$500 sponsor.
- Early in the fiscal year, the TDI Board voted in support of the concept of Crooker's relocation proposal, contingent upon TDI's review and approval of a formal, detailed proposal presentation/application by Crooker to the Planning Board.
- In September 2018, TDI again provided significant funding to support the efforts of the Lower Village Development Committee (LVDC) to develop feasible plans to create waterfront park space near the bottom of Green Street.
- TDI worked with the Selectmen to develop a capital funding plan for TDI, to increase the Town's ability to respond quickly to opportunities (or challenges) in order to benefit (or protect) Topsham's interests. TDI is grateful for the support of the Selectmen and the 2019 Town Meeting, which has resulted in an initial infusion of \$100K in new capital funding for TDI.
- In March 2019, TDI met with Nancy Weed, the Voc-10 Superintendent, and has been active in supporting her efforts to launch a full four-year, Comprehensive Technical Education (CTE) high school at Brunswick Landing.
- TDI endorsed the Comprehensive Plan Update Committee's proposed update, which was adopted at the 2019 Town Meeting.

BUSINESS RETENTION, EXPANSION & ATTRACTION (BREA):

- ECD staff, and the TDI board, have worked with Crooker Construction, LLC to explore the feasibility of relocating Crooker's manufacturing operations from Topsham's dense residential and commercial center to an area closer to its existing quarry and gravel pit operations in Topsham's Industrial Zone. Such a relocation would increase the efficiency of Crooker's manufacturing operations, and open more than 40 acres of prime commercial real estate on the 295 Interchange for high value development. This relocation, however, would require significant rezoning and there is vocal opposition to the relocation from the rural neighborhood abutting the proposed relocation site.
- As soon as State regulations are finalized, the 2019 Town Meeting's adoption of marijuana businesses ordinances is nearly certain to result expansion of several existing Topsham businesses.
- Martin's Point Health Care attempted to locate a new, large regional facility in Topsham but was unable to proceed because there was no appropriately-sized and zoned lot was available on Topsham's prime commercial corridor near the 295 Interchange.
- In September 2018, Central Maine Health's state-of-the-art, 44,000 SF Topsham Care Center opened on the Topsham Fair Mall Road. This regional facility offers high-quality imaging, urgent care, cancer care and diverse lab services.
- Seal-It Insulation Systems, a growing custom foam insulation company, relocated its office and operations center to Topsham.

DESIGN ADVISORY COMMITTEE (DAC)

- Again served as lead staff support for the DAC and for the §106 Process.
- In July 2018, FHWA announces final decision to replace Wood Bridge with new bridge in an upstream alignment – the alternative supported by the DAC 2017 Preliminary Report on Design Recommendations.
- In mid-July 2018, both the Topsham Selectmen and the Brunswick submitted substantively identical letters to the FHWA, expressing their strong support for MDOT's and FHWA's preferred alternative of replacing the current bridge.

- In February 2019, the Committee lost its very effective Chair, when Topsham resident Bruce Van Note was confirmed as the new Commissioner of the MDOT.
- In March 2019, the Federal Highway Administration announced that it had completed the final step in the Federal permitting process, which allowed both the FWHA and MaineDOT to resume work on the bridge project.
- After a six month hiatus awaiting completion of the federal permitting process and MDOT's development of preliminary cost figures, in May and June 2019, the DAC met to make "final draft" decisions regarding design and memorialization elements. When MDOT has developed final renderings and cost estimates, the DAC will resume meeting to make its final recommendation report to the Towns.

LOWER VILLAGE DEVELOPMENT COMMITTEE (LVDC):

- Prepared, with Dennis Cox and Rod Melanson, two-phase RFP to develop concept/feasibility plan and construction plans to restore two-way traffic to Elm Street Extension as set forth in LVDC Redevelopment Plan, approved by Selectmen in 2015. Selectmen subsequently approved proceeding with this RFP.
- LVDC report to the Selectmen advocated for the removal of the Green Street Firehouse, which was demolished in September 2018.
- LVDC developed detailed concept plans for the creation of waterfront park space in the area of the Green Street parking triangle and the Green Street Firehouse.
- In February 2019, the owner of key waterfront property in the Green Street area announced a new plan for the redevelopment of its property that deviated from the 2015 LVDC Redevelopment Plan, which was developed with its participation and support. Based on objections from LVDC, the Planning Board tabled the proposed new development plan.
- By the end of the fiscal year, the survey of Elm Street Extension was completed, as the first step in assessing the feasibility restoring two-way traffic to this short section of road.
- LVDC endorsed the Comprehensive Plan Update Committee's proposed update, which was adopted at the 2019 Town Meeting.

TOPSHAM COMMERCE PARK (TCP) WATER INFRASTRUCTURE

- According to a 1998 Brunswick Water District assessment of the former Navy water infrastructure in the area of the former Annex, the system has seriously deteriorated and is near, or beyond, its functional life.
- Organized an Annex water infrastructure "summit" meeting that was attended by all parties with an interest in this water infrastructure – in addition to the Town and BTWD, these included: owners of the former Annex housing, MRRA, Seacoast/Highland Green, as well as representatives from our US Senators' offices. The meeting succeeded in motivating key parties to collaborate on developing solutions.
- By the end of the fiscal year, multiple meetings with the owner of the former Annex housing had not resulted in its commitment to participate in funding needed infrastructure upgrades.
- MRRA has indicated it will support the repair or replacement of the water system, but is still seeking funding resources to do so.
- The Brunswick-Topsham Water District and Highland Green have made commitments to participate in the funding of a comprehensive solution for the water infrastructure issues in the area of the former Annex.

MISCELLANEOUS

- Active staff participant in the Comp Plan Update Committee throughout the year.
- Sponsored Build Maine's 2019 annual conference, and served on Build Maine Steering Committee, for fifth consecutive year. Recruited strong staff and Town Committee member participation in the conference.
- Participated in the staff/citizen Marijuana Licensing Advisory Committee to develop ordinance recommendations for consideration by the Selectmen and Town Meeting.

- Continued my service on the board of the Cathance Rive Education Alliance (CREA), where I continued to support CREA's exploration of a closer collaboration with the Brunswick Topsham Land Trust, to reduce duplication of effort/mission and to increase the efficiency and impact of both organizations.
- Continued service on the Midcoast Economic Development District (MCEDD) board of directors, and on its Executive Committee.
- Continued Community Liaison service on the Southern Midcoast Maine Chamber of Commerce board.

Topsham Public Library Annual Report for FY 2019

As hard as it is to believe, we celebrated our 15th Anniversary at our Foreside Road location in June! Our library continues to be dynamic, responsive and full of possibilities. Yes, we have as many books, DVDs, CDs and computers as our budget will allow but our most important resource is the serendipity of a great staff, devoted patronage, supportive Town and a shared sense of the possibilities that occur when all of these elements are encouraged to connect and grow.

Our work on the Comprehensive Plan update which was accepted at Town Meeting last May, outlined many exciting ideas for Topsham. We were honored to be a part of this important work. We are excited to help bring life to the plan you have envisioned!

Here are some facts about the library from FY 19 (July 1, 2018 – June 30, 2019):

of Volunteers = 117

of Volunteer hours FY 19 = 67.5 per week

Total \$ value of volunteer time = \$89,234

Circulation (number of items checked out of the library = 114,751 (up 5%)

Patron Visits (number of people who used the library) = 58,137 (up 7%)

Total # of library card holders as of July 31 = 5,811 (67% of Topsham residents-8700)

The Friends of Topsham Public Library provide ***funding for virtually all*** of the programs that we offer. Many of our programs are co-sponsored with other local organizations like CREA, the Topsham Historical Society, Maine State Music Theater and Bowdoin International Music Festival and are provided to us at no cost. Big Truck Day featuring Topsham's own Public Works, Police, Fire and Recycling Center employees and equipment continues to be an annual favorite event!

225 programs for adults resulted in the attendance of 3,155 people.

38 programs for Teens resulted in the attendance of 2,145

138 children's programs were attended by 4,313 individuals.

None of this would be possible without the continued support of the Selectmen, Town staff, the business community and the people of Topsham. We recognize the depth of the commitment you have made to the library. Any success that we achieve is the result of this community effort. We are proud of our partnership and pledge to continue working with you.

Thank you, Topsham, for your inspiration!



Topsham Parks & Recreation

Annual Report

2018-2019

The Topsham Parks and Recreation Department is responsible for the oversight of a variety of recreational events for the residents of Topsham, as well as the maintenance, and care of the Foreside Recreation Facility, the Pejepscot School, and Head of Tide Park. In addition, the department staff run Topsham's educational and governmental access Television Channel 3, and maintains the Community Bulletin Board that runs on Cable Access Channel 3, as well as administering online streaming on past meetings.

Parks & Recreation Staff:

Pam LeDuc, Director

Gerard Ouellette, Program Coordinator – Retired in December 2018

Ray Hanson, Maintenance Technician

Kelly LaFountain, Program Assistant – Promoted to Coordinator December 2018

Nick Vermette, Program Assistant – Hired in January of 2019

2018 – 2019 Projects/Successes:

- Facilities -
 - Head of Tide Park
 - Applied and Received Upstream Grant with Planning Department
 - Foreside Recreational Area – Permitted, Designed and received approval for the Parking Lot off of Thomas Avenue, have designs for re-cutting new Baseball Field on Hillside.
 - Rebuilt path through woods to Riverside Field
 - Worked with the High School for the use of Riverside Field in the Fall.
 - Development of Mountain Bike Facility at Solid Waste Area with 6 Rivers NEMBA
- Town Computer System/IT/TV Studio
 - Replaced 6 Computers on the Network
 - Installed new Webroot online Protection.
 - Updated Software to TV Studio.
- Programming
 - Continued to Work with SAD 75 in regards to the new High School Design for Program Use.
 - Offered Mother Son Bowling Galactic Event
 - Added new Winter Baseball Clinic with Varsity Baseball Coach
 - Hired new Open Gym Coordinator
 - Moved Learn to Ski Program to Friday Nights, saw numbers increase by 50%.

Recreational Programming Data

Programs/Participation:

	Start Date	End Date	Total Regis-
Little Dribblers Grades 1-2	1/5/2019	2/9/2019	68
3-4 Grade Boys	11/19/2018	2/9/2019	38
3-4 Grade Girls	11/19/2018	2/9/2019	28
5-6 Grade Boys	11/19/2018	2/9/2019	39
5-6 Grade Girls	11/19/2018	2/9/2019	15
Eagle Hoops Grades 7-8	12/8/2018	1/12/2019	7
Boys Grades 3-6	7/9/2018	7/13/2018	14
Girls Grades 1-4	7/16/2018	7/20/2018	8
5th & 6th Grade Lacrosse Boy's	4/22/2019	6/15/2019	9
5th & 6th Grade Lacrosse Girl's	4/22/2019	6/15/2019	15
7th & 8th Grade Lacrosse Boy's	5/3/2019	6/13/2019	19
7th & 8th Grade Lacrosse Girl's	4/30/2019	6/2/2019	27
Youth Golf Clinic (April Vacation)	4/18/2019	4/18/2019	2
Youth Summer Lessons	7/10/2018	8/10/2018	7
Adult Lessons	5/16/2019	6/6/2019	6
Baseball Skills and Drills 2019	1/13/2019	2/24/2019	25
Cal Ripken Baseball Major	4/10/2019	7/13/2019	22
Cal Ripken Baseball Minor	4/10/2019	7/13/2019	39
Rookie Baseball	4/10/2019	7/13/2019	38
Tee Ball	4/22/2019	6/15/2019	45
Babe Ruth Softball	4/10/2019	6/22/2019	31
"Baby" Eagle Field Hockey	9/7/2018	10/12/2018	11
Chix with Stixs	9/7/2018	10/19/2018	10
Fall Travel Field Hockey	9/7/2018	10/21/2018	26
Pre-K to First Grade	5/5/2019	5/19/2019	22
2nd Grade to 6th Grade Field Hockey Skills	4/28/2019	5/19/2019	22
Baby Eagles Field Hockey Camp	6/24/2019	6/27/2019	12
Eagles Field Hockey Camp (Grades 2-8)	6/24/2019	6/27/2019	30
Fall Cross Country	9/1/2018	11/30/2018	19
Spring Cross Country	4/22/2019	6/10/2019	37
Learn to Ski/Snowboard	1/11/2019	2/8/2019	44
Summer Track and Field	6/18/2019	8/7/2019	75
Little Kickers - Session 1 (5:00 pm)	9/5/2018	10/10/2018	15
Little Kickers - Session 2 (5:45 pm)	9/5/2018	10/10/2018	15
MTA Soccer Camp	7/23/2018	7/27/2018	43
Challenger Soccer - Half Day	8/13/2018	8/17/2018	33
Challenger Soccer - Mini Camp	8/13/2018	8/17/2018	20

Non Zero Balance on All Accounts

Tax Year: 2018-1 To 2018-2

As of: 06/30/2018

Acct	Name ----	Year	Original Tax	Payment / Adjustments	Amount Due
1536 R	16 MEADOW ROAD EXTENSION LLC	2018	4,582.55	0.00	4,582.55
231 R	235 LEWISTON ROAD LLC	2018	11,321.38	5,660.69	5,660.69
1793 R	45 AUGUSTA ROAD LLC	2018	5,343.59	0.00	5,343.59
2838 R	605 LEWISTON ROAD LLC	2018	5,008.37	0.00	5,008.37
3567 R	AB HOLDINGS COMPANY LLC	2018	106,411.51	53,205.76	53,205.75
522 R	ABC STORAGE & RENTAL LLC	2018	1,322.76	0.50	1,322.26
4764 R	ABNAKI I LLC	2018	862.51	0.00	862.51
828 R	ADCOCK MICHAEL	2018	1,290.14	645.07	645.07
4514 R	ALABDULLAH TALAL H	2018	907.81	834.88	72.93
1020 R	ALEXANDER STEVEN W	2018	3,440.99	3,301.39	139.60
1489 R	ALLEN DANNIELLE	2018	1,621.74	0.00	1,621.74
3441 R	APPLIN HILTON H JR	2018	2,917.32	1,458.66	1,458.66
2603 R	ARSENAULT MICHAEL	2018	996.60	498.30	498.30
4761 R	ASTOR ANTHONY S SR	2018	4,078.81	0.00	4,078.81
1758 R	ATRIPALDI VINCENT J	2018	9,773.93	0.00	9,773.93
4690 R	AVON DRIVE HOMEOWNERS ASSOCIATION	2018	9.06	0.00	9.06
4597 R	BABB GLENN E	2018	2,123.66	1,061.83	1,061.83
3033 R	BABBIN ROLAND T	2018	3,067.72	1,533.86	1,533.86
2544 R	BAGWELL CHARLES B	2018	212.46	202.45	10.01
1620 R	BAGWELL KATHRYN H	2018	7,048.68	7,048.63	0.05
1335 R	BARE WES	2018	18.12	0.00	18.12
4790 R	BARKER FELICIA	2018	3,584.14	3,125.71	458.43
1268 R	BARTLETT DWIGHT A	2018	3,904.86	0.00	3,904.86
3244 R	BASINET WILLIAM A	2018	1,027.40	495.67	531.73
3113 R	BEAR'S HOLDINGS LLC	2018	4,983.00	2,491.50	2,491.50
2873 R	BEAULIEU JOSH	2018	63.42	0.00	63.42
3507 R	BELLEFLEUR BETTINA	2018	442.13	81.21	360.92
1338 R	BELOLAN COURTNEY L	2018	2,011.32	1,957.36	53.96
720 R	BERGERON BONNIE	2018	764.66	389.60	375.06
3196 R	BERNIER MAURICE A	2018	1,115.83	0.13	1,115.70
2403 R	BERNIER RENE LEE	2018	61.61	0.00	61.61
4100 R	BONANG BARBARA	2018	596.15	251.54	344.61
3471 R	BOWIE CLAYTON E	2018	356.96	0.00	356.96
528 R	BOWIE HOME CONSTRUCTION	2018	590.71	0.00	590.71
2646 R	BOWIE HOME CONSTRUCTION	2018	478.37	0.00	478.37
4516 R	BOWIE HOME CONSTRUCTION	2018	371.46	0.00	371.46
4517 R	BOWIE HOME CONSTRUCTION	2018	362.40	0.00	362.40
4518 R	BOWIE HOME CONSTRUCTION	2018	369.65	0.00	369.65
4519 R	BOWIE HOME CONSTRUCTION	2018	371.46	0.00	371.46
4520 R	BOWIE HOME CONSTRUCTION	2018	420.38	0.00	420.38
4521 R	BOWIE HOME CONSTRUCTION	2018	375.08	0.00	375.08
4522 R	BOWIE HOME CONSTRUCTION	2018	398.64	0.00	398.64
1100 R	BRADSTREET DORIS	2018	1,918.91	1,474.55	444.36
3957 R	BRENT & JESS ENTERPRISES LLC	2018	9,545.62	4,763.66	4,781.96
1930 R	BRILLANT MARIE	2018	2,689.01	0.00	2,689.01
166 R	BRYCE NATHAN	2018	2,011.32	1,005.66	1,005.66
2204 R	BUMBY MATTHEW	2018	242.81	0.00	242.81
494 R	BURCHFIELD DOROTHY E	2018	588.90	0.00	588.90
3614 R	BURICH ANTHONY G	2018	4,008.14	0.00	4,008.14
4481 R	CAIRNS WILLIAM J	2018	7.25	0.00	7.25
1926 R	CAMPBELL VALERIE J TRUSTEE	2018	1,538.39	0.00	1,538.39
3753 R	CARRIER RICHARD B	2018	1,627.18	813.59	813.59
3932 R	CASTON JEFFERY	2018	391.39	0.00	391.39
1499 R	CHERRIER PAUL	2018	2,185.27	1,185.27	1,000.00
2969 R	COLBY RONALD C JR	2018	2,087.42	1,331.81	755.61
2992 R	COLLINS LINDA JEAN	2018	3,040.54	0.00	3,040.54

892 R	CONTRERAS WILLIAM H	2018	2,424.46	0.00	2,424.46
893 R	COOMBS LINDA M	2018	2,288.56	7.63	2,280.93
2795 R	CORMIER JOSEPH G	2018	1,349.94	0.00	1,349.94
3926 R	CPF HIGHLANDS CONDOMINIUM OWNER LLC	2018	2,170.78	1,085.39	1,085.39
73 R	CREAMER BOWE	2018	1,652.54	1,740.20	-87.66
3692 R	CROOKER CONSTRUCTION LLC	2018	29,700.49	29,700.50	-0.01
253 R	DACO ASSOCIATES	2018	49,572.70	732.49	48,840.21
2470 R	DAVIS ELAINE J	2018	2,118.23	0.00	2,118.23
2841 R	DAVIS JOHN L JR	2018	2,049.37	2,048.99	0.38
1402 R	DEFREITAS TIMOTHY D	2018	4,267.26	3,827.49	439.77
1802 R	DELETETSKY JEFFREY A	2018	2,482.44	0.00	2,482.44
1270 R	DELGAUDIO ANTHONY J	2018	1,503.96	0.00	1,503.96
4792 R	DESCHAINED RICHARD M	2018	974.86	0.00	974.86
463 R	DIRENZO NORMAN S HEIRS OF	2018	1,204.98	0.00	1,204.98
3532 R	DIRENZO NORMAN S HEIRS OF	2018	610.64	0.00	610.64
2378 R	DOUGLAS RONALD D	2018	2,288.56	1,686.82	601.74
700 R	DWINAL PHILIP B	2018	2,911.88	1,455.94	1,455.94
1597 R	DWINAL PHILIP B	2018	14,173.46	7,086.73	7,086.73
2743 R	DWINAL PHILIP B	2018	1,322.76	661.38	661.38
2681 R	EASTBROOK TIMBER CO INC	2018	418.57	0.00	418.57
2267 R	EDDY DAVID K & MELISSA L	2018	4,131.36	0.00	4,131.36
1106 R	EDDY LLC	2018	7,226.26	0.00	7,226.26
1783 R	ELLIOTT IAN D	2018	3,817.88	3,379.55	438.33
3490 R	ELLSWORTH MARGARET C	2018	375.08	187.54	187.54
3735 R	EQUITY TRUST COMPANY CUSTODIAN	2018	2,100.11	0.00	2,100.11
98 R	FARNSWORTH SUSAN O	2018	3,272.47	0.00	3,272.47
3400 R	FARNSWORTH SUSAN O	2018	4,461.14	0.00	4,461.14
1685 R	FCM LLC	2018	48.92	23.64	25.28
3020 R	FEIX GARRET	2018	744.73	372.37	372.36
4506 R	FENIMORE EDWARD G IV	2018	3,084.02	0.00	3,084.02
2888 R	FENWICK ELIZABETH WEBSTER	2018	5,126.15	0.00	5,126.15
1433 R	FORTIN JOAQUIN R	2018	3,770.77	0.00	3,770.77
2407 R	FOTHERGILL PAUL J	2018	503.74	0.00	503.74
133 R	FOWLER JAMES	2018	1,137.94	600.00	537.94
4523 R	FRIZZLE STACY V	2018	431.26	0.00	431.26
4524 R	FRIZZLE STACY V	2018	431.26	0.00	431.26
4525 R	FRIZZLE STACY V	2018	469.31	0.00	469.31
4526 R	FRIZZLE STACY V	2018	3.62	0.00	3.62
1197 R	FUCHS CHRISTOPHER	2018	1,840.99	920.50	920.49
119 R	GG IV LLC	2018	3,595.01	1,851.97	1,743.04
1318 R	GIBERSON BRUCE A	2018	2,011.32	0.00	2,011.32
3303 R	GIBERSON BRUCE A	2018	2,011.32	0.00	2,011.32
3440 R	GOODALL LANDSCAPING INC	2018	119.59	0.00	119.59
1416 R	GORMLEY GEORGE C	2018	2,573.04	0.00	2,573.04
4713 R	GOSSELIN MARCEL C	2018	1,757.64	0.00	1,757.64
3866 R	GOULET DUSTIN	2018	344.28	0.00	344.28
4 R	GROVER MARY A HEIRS OF	2018	2,129.10	0.00	2,129.10
1823 R	H D DEVELOPMENT OF MARYLAND	2018	162,960.41	162,800.04	160.37
3253 R	HAGAR JOSEPH E	2018	114.16	0.00	114.16
60 R	HAGAR TIMOTHY J	2018	808.15	401.50	406.65
738 R	HAHNEL HENRY E HEIRS OF	2018	1,766.70	0.00	1,766.70
3478 R	HARMON THEODORE S	2018	2,391.84	0.00	2,391.84
4593 R	HARMONY HILL LLC	2018	83.35	0.00	83.35
3418 R	HAYES DANIEL S	2018	3,919.36	3,914.45	4.91
4656 R	HEALY BRUCE A SR	2018	3,783.46	948.85	2,834.61
1709 R	HEBERT PAUL J	2018	3,036.91	3,033.07	3.84
1464 R	HENKE TRACY A	2018	862.51	732.07	130.44
4223 R	HIGHLAND ESTATES N PHASE IV HOME CORP	2018	4,506.44	4,506.17	0.27
4439 R	HIGHLAND GREEN N PHASE III HOME CORP	2018	8,159.44	12,239.16	-4,079.72

4208 R	HIGHLAND HOME CORP	2018	4,318.00	4,317.99	0.01
3145 R	HINTON HEATHER S	2018	2,217.89	1,108.95	1,108.94
4565 R	HISTORIC RETIREMENT LLC	2018	681.31	340.66	340.65
4566 R	HISTORIC RETIREMENT LLC	2018	681.31	340.66	340.65
2090 R	HOLSKE LORETTE A	2018	1,052.05	1,010.88	41.17
278 R	HOSKINS DEBRA J	2018	527.29	482.91	44.38
1334 R	HOVEY DAVID W	2018	1,043.71	582.29	461.42
551 R	INDUSTRIAL SALES & SALVAGE INC	2018	424.01	423.90	0.11
4793 R	JACK WALLACE A	2018	367.84	0.00	367.84
1453 R	JEAN JESSE R	2018	3,323.21	3,323.22	-0.01
3066 R	JEAN TODD MICHAEL	2018	190.26	0.00	190.26
2830 R	JELLISON YVONNE K	2018	4,011.77	0.00	4,011.77
574 R	JONES JASON E	2018	3,421.06	0.00	3,421.06
822 R	KANE JUSTIN R	2018	1,657.98	0.00	1,657.98
2528 R	KELLY BROTHERS LEASING LLC	2018	1,781.20	1,776.45	4.75
2791 R	KENNEDY BELINDA J	2018	1,065.46	0.00	1,065.46
443 R	KILBY LISA	2018	2,496.94	2,497.90	-0.96
2131 R	KINNEY GORDON E	2018	978.48	489.24	489.24
2446 R	KLAIBER HAROLD M	2018	3,522.53	1,734.92	1,787.61
744 R	KONS JAMES	2018	4,361.48	2.06	4,359.42
4758 R	KORBET GREGORY A	2018	3,627.62	0.00	3,627.62
2926 R	LA FAMILLE FARM LLC	2018	2,682.67	1,341.34	1,341.33
3150 R	LA FAMILLE FARM LLC	2018	302.17	151.09	151.08
591 R	LAPOINTE WAYNE G	2018	3,915.73	3,915.55	0.18
1944 R	LARRABEE WILLIAM E	2018	0.00	6.89	-6.89
4617 R	LENTZ MARTHA L	2018	1,032.79	516.40	516.39
1883 R	LEVASSEUR BARBARA J	2018	2,658.20	0.00	2,658.20
2001 R	LONG DARRELL L	2018	121.40	0.00	121.40
3870 R	MACGREGOR LYNN A	2018	271.80	135.35	136.45
2540 R	MAGLIONE PATRICK	2018	3,138.38	1,569.19	1,569.19
3340 R	MAINE DRYWALL CONSULTANTS INC	2018	2,766.92	1,287.52	1,479.40
1248 R	MALEKI BAHRAM	2018	2,400.90	0.00	2,400.90
2536 R	MANSON HAROLD H III	2018	913.25	0.00	913.25
2847 R	MANSON HAROLD H III	2018	0.00	413.15	-413.15
518 R	MARIE E WILLARD LIVING TRUST 2001	2018	2,844.84	0.00	2,844.84
1304 R	MAYO ROLAND	2018	1,944.28	972.14	972.14
819 R	MCLEAN SHAUNA C	2018	6,443.47	3,221.74	3,221.73
415 R	MERRILL SCOTT D	2018	1,363.35	0.00	1,363.35
2875 R	MERRILL SCOTT D	2018	324.53	0.00	324.53
2554 R	MERRYMEETING ASSOC DEV CORP	2018	710.30	355.15	355.15
4795 R	MICKLES JOHN	2018	880.63	0.00	880.63
2591 R	MILLER MARGUERITE B TRUSTEE	2018	3,498.97	3,565.00	-66.03
408 R	MOFFITT ROBERT J	2018	1,185.05	251.18	933.87
1996 R	NADEAU CHRISTOPHER M	2018	3,306.90	1,653.45	1,653.45
2158 R	NALE LINDA	2018	168.52	0.00	168.52
2590 R	NICE CHERYL A	2018	3,384.82	1,692.41	1,692.41
220 R	NICHOLSON ALLISON L & PATRICIA E	2018	3,785.27	1,892.64	1,892.63
3601 R	NORMAND ROGER J	2018	683.12	0.00	683.12
120 R	OLIVER ROGER	2018	349.72	0.00	349.72
2796 R	ORAM MICHELLE J	2018	5,059.10	0.00	5,059.10
1272 R	ORR RONALD	2018	489.24	0.00	489.24
2759 R	OUELLETTE RAYMOND E	2018	918.68	0.00	918.68
590 R	PAINCHAUD ESTATE LLC	2018	7,400.21	3,700.11	3,700.10
39 R	PAYNE CHARLES N JR	2018	2,437.14	1,218.57	1,218.57
2040 R	PELLETIER STEVEN	2018	3,578.70	0.00	3,578.70
4759 R	PERRY DANIEL C	2018	1,435.10	0.00	1,435.10
3679 R	PERRY LINDA	2018	4,260.01	2,130.01	2,130.00
2627 R	PICKERING JUNE	2018	3,553.33	1,776.67	1,776.66
1000 R	PIERCE ERIC T	2018	6,157.18	0.00	6,157.18
4698 R	PROULX ANDREW J	2018	6,706.21	3,353.11	3,353.10
4702 R	PROULX ANDREW J	2018	76.10	0.00	76.10

185 R	PUSHARD PATSY L	2018	2,237.82	202.61	2,035.21	
460 R	RANCOURT BRIAN A	2018	3,897.61	1,948.81	1,948.80	
456 R	REED BETTY	2018	364.21	382.11	-17.90	
3094 R	REVELS BETH E	2018	2,080.18	9.38	2,070.80	
1133 R	REYNOLDS PAMELA	2018	2,279.50	1,139.75	1,139.75	
803 R	ROBBINS IRENE C	2018	2,377.34	94.73	2,282.61	
2251 R	ROBERTS PROPERTIES LLC	2018	4,517.32	2,258.66	2,258.66	
188 R	ROBINSON MARK M & ELLIOT H	2018	262.74	131.62	131.12	
2604 R	ROBINSON MARK M & ELLIOT H	2018	521.86	261.31	260.55	
4021 R	ROBLETO PETER J	2018	1,020.16	0.00	1,020.16	
637 R	ROEHRIG GLEN A	2018	1,261.15	0.00	1,261.15	
4071 R	ROSSIGNOL PAUL L	2018	2,265.00	1,089.71	1,175.29	
1132 R	RUTH LARRY A	2018	6,425.35	0.00	6,425.35	
4074 R	SARGENT GEORGE W JR	2018	159.46	0.00	159.46	
1544 R	SCHOFIELD KATHLEEN	2018	19.93	0.00	19.93	
94 R	SCZYMECKI JOHN W	2018	138.36	69.18	69.18	
4689 R	SCZYMECKI JOHN W	2018	115.97	57.99	57.98	
4682 R	SHERLOCK JESSICA RIENDEAU	2018	882.44	475.21	407.23	
2768 R	SMART GARY	2018	3,270.66	0.00	3,270.66	
638 R	SMITH MICHAEL D	2018	3,498.97	3,506.35	-7.38	
300 R	SMITH THARRYN D	2018	5,069.98	5,027.21	42.77	
1910 R	SPENCE MELISSA	2018	134.09	0.00	134.09	
3974 R	SPRINT SPECTRUM LP	2018	217.44	0.00	217.44	
2637 R	STERLING-GOLDEN MARTHA	2018	3,504.41	0.00	3,504.41	
3860 R	STEVENS PRISCILLA A	2018	594.34	0.00	594.34	
2694 R	TAYLOR STEPHEN D JR	2018	1,860.92	1,479.96	380.96	
3653 R	THIBOUTOT LIONEL	2018	2,832.16	136.85	2,695.31	
1422 R	TIBBITTS BARBARA A	2018	3,540.65	1,770.33	1,770.32	
3967 R	TOP LLC	2018	3,897.61	5,846.42	-1,948.81	
3693 R	TOWN OF TOPSHAM - TA	2018	0.00	0.22	-0.22	
3891 R	TREBILCOCK SANDRA F/K/A	2018	210.19	212.86	-2.67	
2615 R	VERMETTE JEFFREY W	2018	3,814.26	1,907.13	1,907.13	
1918 R	VIGLIOTTA HELEN H	2018	1,070.89	0.00	1,070.89	
2337 R	VIGUE TIMOTHY J	2018	4,787.30	2,389.52	2,397.78	
4026 R	VINING BRADFORD E	2018	1,384.37	0.00	1,384.37	
3953 R	VOGEL ERIC M	2018	3,460.92	0.00	3,460.92	
381 R	VOGEL RUTH M	2018	4,265.45	0.00	4,265.45	
2190 R	WAITE WILLIAM	2018	1,397.05	697.99	699.06	
1670 R	WARD JUDY H	2018	3,267.04	1,633.52	1,633.52	
3255 R	WARD RICHARD A	2018	3,506.22	0.59	3,505.63	
3062 R	WELLS FARGO BANK N A	2018	1,156.06	0.00	1,156.06	
508 R	WHALON KYLE	2018	126.84	63.42	63.42	
2227 R	WHG COMPANY LLC	2018	6,628.30	3,314.15	3,314.15	
589 R	WHITE RICHARD P	2018	3,352.20	534.96	2,817.24	
3762 R	WHYTE ACQUISITIONS LLC	2018	857.08	0.61	856.47	
3398 R	WILLIAMS LARRY D SR & PATRICIA AS TTEES	2018	1,063.64	531.82	531.82	
1626 R	WILLIAMS MICHAEL R	2018	840.77	0.00	840.77	
95 R	WILLIAMS RALPH A	2018	1,087.20	0.00	1,087.20	
1736 R	WILLIAMS SHELIA QUINLAN	2018	2,919.13	0.00	2,919.13	
827 R	WILLIS PAUL A TRUSTEE	2018	14,972.56	7,486.28	7,486.28	
2715 R	WINTER STREET ASSOCIATES	2018	23,644.79	0.00	23,644.79	
1533 R	WOLVERTON ANTHONY W	2018	3,821.51	3,821.52	-0.01	
3808 R	WYMAN ROSE MARIE	2018	3,009.73	1,973.18	1,036.55	
4587 R	YOUNG LUCILLE	2018	268.18	0.00	268.18	
2998 R	YOUNG MARK	2018	2,471.57	0.00	2,471.57	
1076 R	ZALESKI PATRICIA M	2018	77.92	0.00	77.92	
2342 R	ZEILOR JOHN D	2018	2,496.94	1,248.47	1,248.47	
3617 R	ZIELINSKI TED V & ELSIE LIFE ESTATE	2018	3,234.42	1,617.21	1,617.21	
Total for 234 Bills:			234 Accounts	895,629.51	447,636.05	447,993.46
Payment Summary						

Type	Principal	Interest	Costs	Total
C - Correction	-3,380.92	0.00	0.00	-3,380.92
P - Payment	442,971.50	0.00	0.00	442,971.50
Y - Prepayment	8,045.47	0.00	0.00	8,045.47
Total	447,636.05	0.00	0.00	447,636.05

Non Lien Summary

2018-1	234	447,993.46
Total	234	447,993.46

No Bills 0.00 0.00 0.00

Payment Summary

Type	Principal	Interest	Costs	Total
Total	0.00	0.00	0.00	0.00

Lien Summary

Total	0	0.00
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Total for 234 Bills: 895,629.51 447,636.05 447,993.46

Non Zero Balance on All Accounts

Tax Year: 2018-1 To 2018-2
As of: 06/30/2018

Acct	Name ----	Year	Original Tax	Payment / Adjustments	Amount Due
17	P AT&T MOBILITY LLC	2018	430.17	0.00	430.17
11	P BARRON HILL APARTMENTS	2018	66.50	0.00	66.50
755	P BRENT & JESS LLC	2018	499.93	249.49	250.44
682	P BUBBAS HAIRSTYLING LLC	2018	245.71	0.00	245.71
826	P C & T NAILS	2018	119.41	0.00	119.41
882	P CASCO BAY WIRELESS	2018	231.03	0.00	231.03
55	P CENTURY 21	2018	72.12	0.00	72.12
82	P DAVIS CONSTRUCTION	2018	761.40	0.00	761.40
90	P DUMONT BUILDERS	2018	32.07	0.00	32.07
806	P GAME BOX VIDEO & COMICS	2018	24.28	0.00	24.28
888	P GENTLE DENTAL PC	2018	2,265.00	2,258.70	6.30
120	P GOODALL LANDSCAPING INC	2018	6,688.82	0.00	6,688.82
656	P GRAMPAS GARDEN INC	2018	130.65	0.00	130.65
515	P HANCOCK GOURMET LOBSTER CO	2018	694.00	0.00	694.00
159	P HIDEAWAY FARM	2018	123.22	0.00	123.22
261	P HIGI SH LLC	2018	71.21	0.00	71.21
122	P KOPPER KETTLE RESTAURANT	2018	298.80	149.40	149.40
916	P LENTZ WOODEN BOATS	2018	35.33	0.00	35.33
615	P LIFE STORAGE LP	2018	406.61	247.22	159.39
177	P MAINE CENTRAL RAILROAD	2018	650.51	645.31	5.20
137	P MEINEKE CAR CARE CENTER	2018	454.99	220.51	234.48
186	P MERRYMEETING AUTO REPAIR	2018	128.29	0.00	128.29
190	P MICHAUDS MARKET	2018	68.86	34.46	34.40
847	P MUZAK LLC	2018	32.62	0.00	32.62
134	P NEILS HEATING SERVICE	2018	18.84	0.00	18.84
202	P NEW ENGLAND MEDICAL FITNESS	2018	486.70	243.35	243.35
218	P PEJEPSCOT DAY SCHOOL INC	2018	30.80	0.00	30.80
340	P STANTEC CONSULTING SERV INC	2018	5,085.20	4,978.76	106.44
237	P STAR NAILS	2018	111.08	54.23	56.85
726	P STC NEW ENGLAND LLC	2018	983.37	0.00	983.37
278	P SUNSHINE WORKS	2018	25.37	0.00	25.37
142	P SUSC TOPSHAM REALTY TRUST	2018	3,259.79	1,613.66	1,646.13
529	P TIM DUNHAM REALTY	2018	95.49	95.04	0.45
191	P TIMS TREE REMOVAL &	2018	190.26	0.00	190.26
840	P TOMRA MAINE	2018	822.29	0.00	822.29
139	P TOPSUBS LLC	2018	134.81	0.00	134.81
666	P TRA WIRELESS LLC	2018	505.91	0.00	505.91
581	P URBAN GARDEN CENTER	2018	330.33	0.00	330.33
20	P WHISPERING PINES APARTMENTS	2018	38.96	0.00	38.96
801	P WINDWARD FARM INC	2018	80.27	0.00	80.27
846	P WINTHROP RESOURCES CORP	2018	155.65	155.66	-0.01

Acct	Name ----	Year	Original Tax	Payment / Adjustments	Amount Due
Total for 41 Bills:		41 Accounts	26,886.65	10,945.79	15,940.86

Payment Summary

Type	Principal	Interest	Costs	Total
C - Correction	-35.95	0.00	0.00	-35.95
P - Payment	10,981.74	0.00	0.00	10,981.74
Total	10,945.79	0.00	0.00	10,945.79

Non Lien Summary

2018-1	41	15,940.86
Total	41	15,940.86

No Bills			0.00	0.00	0.00
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Payment Summary

Type	Principal	Interest	Costs	Total
Total	0.00	0.00	0.00	0.00

Lien Summary

Total	0	0.00	#
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Total for 41 Bills:			26,886.65	10,945.79	15,940.86
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HOUSE OF REPRESENTATIVES

2 STATE HOUSE STATION

AUGUSTA, MAINE 04333-0002

(207) 287-1400

Denise Tepler

TTY: (207) 287-4469

13 Homeplace

Topsham, ME 04086

Phone: (207) 751-9629

Denise.Tepler@legislature.maine.gov

Dear Topsham Neighbors,

It is an honor to serve as your State Representative. As I continue to represent our community in Augusta, my focus will remain on providing responsive constituent services, being your advocate in the State House and voting to advance legislation that improves life in our district and our state.

The Legislature has now convened for its second session. With adjournment scheduled for the end of April, there is plenty of work to be done. Over the coming months, we will consider over 650 pieces of legislation on a wide variety of topics. Priorities remain on strengthening health care, lowering the prices of prescription drugs, providing property tax relief, addressing climate change and supporting our schools.

I am proud to continue serving as House chair of the Health Coverage, Insurance and Financial Services Committee where we will continue to focus on consumer protection in health care insurance, creating equity in health care coverage and reducing the cost of prescription drugs. There are a number of bills my committee will consider that address surprise billing, cap out-of-pocket costs for medications like insulin and improve dental health coverage. Additionally, we will be looking at legislation that would improve private health insurance for Maine people and small businesses.

No matter the issue, I look forward to continue working with all of my colleagues, regardless of party affiliation, to make sure we're doing the best work we can for our community and all the people of Maine.

I encourage you to reach out to me with questions, concerns, thoughts and ideas. My phone number is 729-4018 and my email address is denise.tepler@legislature.maine.gov. If you'd like to receive updates about my work and other State House related news, please let me know and I will sign you up for my monthly e-newsletter.

Respectfully,

A handwritten signature in black ink that reads "Denise Tepler".



Senator Eloise Vitelli
Assistant Majority Leader
3 State House Station
Augusta, ME 04333-0003
(207) 287-1515

Dear Residents of Topsham,

It is an honor and privilege to have been reelected to serve as your voice in the Maine Senate. The work of the 129th Legislature is getting underway and it is clear there is quite a bit of positive energy and excitement in the State House about doing good work for Maine people over the next two years!

My legislative colleagues and I are working on hundreds of pieces of legislation. For these next two years I will be focusing on making sure Maine people have access to affordable health care, economic security, and access to a great education. Specifically, I have submitted student loan bill of rights legislation, in order to protect Mainers who take out loans while trying to continue their education and training from unscrupulous and predatory financial institutions and student loan servicers.

I have been selected by my Senate Democratic colleagues to serve this session as the Assistant Senate Majority Leader. I will also be serving again on the Marine Resources Committee. In both of these roles, and as your voice in the Legislature, I will work to advocate for policies that serve all Maine people well and meet the needs of our region. All of us in Maine, though particularly here in the midcoast, live in a place with bountiful and beautiful natural resources and amongst hardworking people with a strong sense of community. Though we certainly face many challenges, I am confident that if we all work together we can ensure a bright future for our children and grandchildren.

If I can ever be of assistance to you, your family, or your community, please do not hesitate to contact me with any questions, comments, or concerns. You can reach me through email at Eloise.Vitelli@legislature.maine.gov or at my office at (207) 287-1515.

I look forward to hearing from you soon.

Kind regards,

Senator Eloise Vitelli

January 3, 2019

Dear Friends,

As I travel Maine, I hear from people who live in every corner of our state. I hear about their achievements, their successes, their work to improve their communities – I hear about the hope they have for our state. I also hear about our challenges, and all the work we have left to do. As I see it, that's my job: to listen to you, act where I can to build on what's good, and work on the tough parts. As 2018 comes to a close, I wanted to take a moment to share an update on some of the work we're doing in Washington to lift up the accomplishments of Maine people and make progress on the challenges they face.

From Portland to Presque Isle, from Milo to Camden, I hear about the pain that the opioid epidemic is inflicting on Maine communities. I've met with Maine people in recovery, family members of those struggling with substance use disorders, treatment providers, and law enforcement officials to learn about their experiences with this terrible disease, and everyone agrees that in order to fully respond to these problems, we need a stronger federal effort to end the opioid epidemic. Fortunately, some help is on the way – in October, we overwhelmingly passed a sweeping, bipartisan opioids bill. I've pushed hard for this type of legislation and was proud to have provisions I've advocated for included in the bill. These priorities have been guided by the voices of Maine people, and we'll keep working to confront this tragic problem.

I've also worked to strengthen the future of our forest economy. Maine's forests have powered our state's economy for generations, especially in our rural communities. So, when rapid shifts in the market led to the closure of many pulp and paper mills and biomass power plants, it required a collaborative approach to support future growth in this important industry. That's why, together with the other members of the state's Congressional delegation, I pushed to establish the Economic Development Assessment Team (EDAT). This integrated, multiagency effort aims to foster innovation and commercialization in Maine's forest economy, and we're already seeing the benefits: in recent months, several forest industry businesses have announced significant investments into Maine operations, and in September 2018, the Forest Opportunity Roadmap (FOR)/Maine released an action plan to make sure this industry, and the rural communities it supports, can continue to thrive for generations to come.

As I close this letter, please allow me to express my gratitude to each of you – for your dedication to our state, and to one another. It's often said that Maine is like a big small town (with very long streets) – that's because at our heart, we're one big community. It's not only a pleasure to serve you – it's a pleasure to know you. Thank you for being the reason Maine is so special. Mary and I hope that 2019 will be a good year for you, your family, your community, and our great State.

A handwritten signature in blue ink that reads "Angus S. King, Jr." The signature is written in a cursive, flowing style.

Best,

Angus S. King

United States Senator

