

MINUTES
TOWN OF TOPSHAM
BOARD OF SELECTMEN MEETING
DONALD A. RUSSELL MEETING ROOM
JANUARY 2, 2020 – 6:30 P.M

MEMBERS PRESENT: David Douglass
Marie Brilliant
Ruth Lyons
Matt Nixon
Roland Tufts

MEMBER(S) ABSENT: All present

STAFF PRESENT: Interim Town Manager Derek Scrapchansky

A meeting of the Topsham Board of Selectmen was held on Thursday January 2, 2020 in the Donald A. Russell Meeting Room, at the Municipal Building, 100 Main Street, Topsham, Maine.

CALL TO ORDER

Chairman David Douglass called the regular meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE/ROLL CALL

All present were invited to stand and recite the Pledge of Allegiance to the Flag. The recording secretary took the roll call and noted that all members were present.

TOWN MANAGER'S REPORT

Good evening and Happy New Year,

Rich Roedner's last day was today. On behalf of the Town, we wish him the best both professionally and personally as he continues his career as Town Manager with the Town of Elon, North Carolina. Thank you Rich for your 17 years of outstanding service to Topsham.

On Monday, January 6th, the Town will be implementing and transitioning to a new financial and human capital software system called MUNIS. The process of setting up and preparing for the financial portion of this software has taken over a year and we look forward to using it. We know there will be a few challenges and obstacles along the way, and we'll have technical expertise on-board Monday through Wednesday next week to assist us. If there is a delay in the service provided when you visit Town Hall, please be patient as we train our staff. Our goal is to always provide exceptional customer service and to find ways to improve.

Our Parks and Recreation Department is still accepting registrations for the Wrestling Program. It starts next Tuesday at Mt. Ararat High School. If interested, you may call our Recreation

Office at 725-1726. The department has also been working on ice at Foreside, but Mother Nature has not cooperated. There is, however, a small area by the concession stand available for skating. I have also been informed there is plenty of snow for sliding!

On behalf of Linda Dumont and Topsham's General Assistance Program, we extend our gratitude and appreciation to local churches, businesses, and individuals who supported Topsham families in need this holiday season and throughout the year. The results derived from your generosity and goodwill demonstrates the importance of a supportive community.

BOARD AND COMMITTEE REPORTS AND UPDATES – None noted.

PUBLIC COMMENT – None noted.

CORRESPONDENCE – None noted.

ADJUSTMENTS TO THE AGENDA – None noted.

CONSENT CALENDAR

1. **Approval of the minutes of the Special Selectmen's meeting of December 17, 2019.**
2. **Approval of the minutes of the Regular Selectmen's Meeting of December 19, 2019.**

Motion was made by Selectmen Tufts, seconded by Selectman Nixon, and it was

VOTED

To approve the Consent Calendar as listed above.

PUBLIC HEARING – None noted.

UNFINISHED BUSINESS – None noted

OLD BUSINESS – None noted

NEW BUSINESS

20-01 CONSIDERATION AND ANY APPROPRIATE ACTION TO CONSIDER PURSUING A POTENTIAL CONTRACT WITH CENTRAL MAINE COST RECOVERY

Fire Chief Chris McLaughlin congratulated Mr. Nixon for his election to serve on the Board of Selectmen. He explained that Central Maine Cost Recovery is a private billing company that specializes in billing for the department services, mainly for vehicle accidents. He forwarded an article to the Board explaining the program from the International Association of Fire Chiefs.

Chief McLaughlin said he asked that this item be placed on an agenda to determine if the Board is interested in pursuing this potential revenue stream. He explained that fire departments can bill a vehicle's insurance company for services rendered at motor vehicle accidents charging for clean-up and towing. We would be able to bill car

insurance companies for non-residents that use the fire department services, which costs our taxpayers money in staffing, fuel, equipment, etc.

Chief McLaughlin explained that Central Maine Cost Recovery is a new company based in Fairfield, Maine. They have only been in business since 2018 but currently serve 27 towns in Maine with 20 other towns currently working on approval from their governing bodies. Individual fire departments can access claims from a web portal that tracks all activity regarding that claim. The company keeps 20% of recovered funds and sends a check for the remaining 80% to the municipality. The Chief said the Topsham Fire and Rescue Department has responded to 103 motor vehicle accidents in 2019.

The Chief said he has looked at the success of other towns. One town billed for 39 accidents for a total of \$27,885 and have collected \$12,140 to date. Another town had 10 accidents and collected \$3,235. Chief McLaughlin estimates Topsham could collect approximately \$30,000 to \$40,000 in potential revenue in a year. It was recommended that an ordinance be in place to address this as some insurance companies will not pay without an ordinance in place. The Chief asked for guidance from the Board to see if this is a program that Topsham should pursue. He said if the Board is interested, he will come back before the Board with a contract and start the process of drafting an ordinance. He added that regardless of the Board's decision, this program will not affect the daily operations of the fire department in any way.

Following the Chief's presentation, the Board entered into a general discussion and asked the Chief several questions which he responded to. There was a discussion whether it would be necessary that an ordinance be in place to be approved at Town Meeting before initiating the program. Following discussion, the Board was in unanimous agreement that an ordinance should be in place. Chief McLaughlin agreed to begin writing an ordinance which will come before the Select Board for consideration. The chief will also present a contract for the Board's consideration.

Motion was made by Chairman Douglass seconded by Selectman Tufts and it was unanimously

VOTED

That Chief McLaughlin be instructed to begin working on a Town Ordinance for May's Town Meeting for Cost Recovery for Fire-Based Emergency Response Services on motor vehicles accidents involving non-residents.

EXECUTIVE SESSION – None noted.

ADJOURN

Motion was made by Selectman Brilliant, seconded by Chairman Douglass, and it was unanimously

VOTED

To adjourn the meeting at 6:55 p.m.

Respectfully submitted,

Patty Williams, Recording Secretary