

MINUTES  
TOWN OF TOPSHAM  
BOARD OF SELECTMEN MEETING  
November 15, 2012, 7:00 P.M.

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MEMBERS PRESENT: Donald Russell  
Marie Brillant (Arrived while meeting was in progress)  
David Douglass  
Andrew Mason  
Ronald Riendeau

MEMBERS ABSENT: All present

STAFF PRESENT: Town Manager, Cornell Knight

A meeting of the Topsham, Maine Board of Selectmen was held on Thursday, November 15, 2012 at the Municipal Building at 100 Main Street, Topsham, Maine.

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE/ROLL CALL**

Chairman Russell called the meeting to order at 7:00 p.m. All present were invited to stand and recite the Pledge of Allegiance to the Flag. The recording secretary took the roll call and noted that all Selectmen were present, except for Ms. Brillant, who arrived while the meeting was in progress.

**TOWN MANAGER'S REPORT**

The Town Manager's Report included:

- I recently received notice from the Commissioner of the Department of Economic & Community Development that the Town of Topsham has been awarded the Business Friendly Designation. A ceremony will be scheduled soon at the State House. There are now 19 communities with such a designation. Thanks goes to John Shattuck, our Economic and Community Development Director, for his hard work on the Town's application,
- Police Chief Lewis has promoted Fred Dunn to Lieutenant and Bob Ramsey to Sergeant.
- The Annual Report is complete and is posted on the website, topshammaine.com. This is the report ending June 30, 2012 and includes the audit that shows the Town is in very good financial shape.

(Ms. Brillant joined the meeting at this time.)

**BOARD AND COMMITTEE REPORTS AND UPDATES**

**TDI/ECD** - John Shattuck, Topsham Economic and Community Development, Inc. - Mr. Shattuck announced the dates and times of several public forums which will take place during the month of November.

He said Panera Bread is planning on an April, 2012 opening. Rusty's Market will announce their opening date soon. Percy's Burrow is planning a special opening event on December 4, 2012 at 4:00 p.m. Mr. Shattuck said there are two additional businesses in the preliminary stage looking to open in the Topsham Fair Mall. Also, a business is showing interest in the lot next to Rite Aid.

The Town has been awarded a \$13,000 grant for trail assessment including Green Street.

**PUBLIC COMMENT** - Chairman Russell congratulated Andrew Mason on his win as the District 60 Representative.

**CORRESPONDENCE** - None noted.

**ADJUSTMENTS TO THE AGENDA** - Motion was made by Mr. Riendeau, seconded by Mr. Douglass, and it was unanimously

VOTED

To add as Item **120-12 CONSIDERATION AND APPROPRIATE ACTION TO SCHEDULE A SPECIAL ELECTION ON JANUARY 15, 2012 TO FILL AN ANTICIPATED VACANCY ON THE BOARD OF SELECTMEN**

**CONSENT CALENDAR**

1. **APPROVAL OF THE MINUTES OF THE REGULAR SELECTMEN MEETING OF 10/18/12**
2. **APPROVAL OF THE MINUTES OF THE SPECIAL SELECTMEN MEETING OF 10/25/12**

Motion was made by Mr. Douglass, seconded by Mr. Mason and it was unanimously

VOTED

To approve the Consent Calendar as presented.

**PUBLIC HEARING**

**114-12 CONSIDERATION AND ANY APPROPRIATE ACTION TO ADOPT THE GENERAL ASSISTANCE ORDINANCE AND APPENDIX C WITHOUT CHANGE, EFFECTIVE FROM OCTOBER 1, 2012 TO SEPTEMBER 30, 2013**

The Town Manager spoke to this item, after which the Public Hearing was declared open. There being no comment from members of the public, the Public Hearing was declared closed.

Motion was made by Mr. Douglass, seconded by Mr. Mason and it was unanimously

VOTED

To adopt the General Assistance Ordinance and Appendix C in its posted form, without change, effective from October 1, 2012 to September 30, 2013.

**UNFINISHED BUSINESS** - None noted.

**OLD BUSINESS** - None noted.

**NEW BUSINESS**

**115-12** **CONSIDERATION AND ANY APPROPRIATE ACTION ON ACCEPTING THE FOLLOWING DONATIONS TO THE FIRE & RESCUE DEPARTMENT: \$50,00 FROM SANDRA PETTY AND \$100.00 FROM WILLIAM KNOWLES**

Motion was made by Mr. Mason, seconded by Ms. Brilliant, and it was unanimously

VOTED

To accept the donations of \$50.00 from Sandra Petty and \$100.00 from William Knowles to the Fire Fighters Association.

**116-12** **CONSIDERATION AND ANY APPROPRIATE ACTION FOR THE TOWN TO ACCEPT A DONATION FROM RUTH AND LEONARD LYONS OF A LAPTOP COMPUTER TO THE TOWN OF TOPSHAM**

Motion was made by Mr. Riendeau, seconded by Mr. Douglass, and it was unanimously

VOTED

To accept a donation from Ruth and Leonard Lyons of a laptop computer to the Town of Topsham.

**117-12** **CONSIDERATION AND ANY APPROPRIATE ACTION ON THE RE-APPOINTMENT OF KIMBERLY MONDONEDO TO THE HISTORIC DISTRICT COMMITTEE. THERE ARE TWO OPENINGS ON THIS COMMITTEE**

Motion was made by Mr. Mason, seconded by Mr. Douglass, and it was unanimously

VOTED

To reappoint Kimberly Mondonedo to the Historic District Committee.

**118-12** **ELECTION OF CHAIR FOR THE BOARD OF SELECTMEN**

Mr. Riendeau nominated Donald Russell to serve as Chairman of the Board of Selectmen. There were no further nominations. Nominations ceased. Vote was called and Donald Russell was elected to serve as Chairman of the Board of Selectmen for the ensuing year.

**119-12** **ELECTION OF VICE-CHAIR FOR THE BOARD OF SELECTMEN**

Ms. Brilliant nominated David Douglass to serve as Vice Chairman of the Board of Selectmen. There were no further nominations. Nominations ceased. Vote was called and David Douglass was elected to serve as Vice Chairman of the Board of Selectmen for the ensuing year.

**120-12 CONSIDERATION AND APPROPRIATE ACTION TO SCHEDULE A SPECIAL ELECTION ON JANUARY 15, 2012 TO FILL AN ANTICIPATED VACANCY ON THE BOARD OF SELECTMEN**

Motion was made by Mr. Riendeau, seconded by Mr. Mason, and it was unanimously

VOTED

To set January 15, 2012 as the Special Election date to fill the anticipated vacancy on the Board of Selectmen.

Motion was then made, seconded, and it was unanimously agreed to adjourn the meeting at 7:20 p.m.

Respectfully submitted,

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Patty Williams, Recording Secretary