

TOWN OF TOPSHAM
BOARD OF SELECTMEN MEETING
December 1, 2016 - 7:00 P.M.

MEMBERS PRESENT: David Douglass
Marie Brilliant
Ruth Lyons
William Thompson
Roland Tufts

MEMBER(S) ABSENT: All Present

STAFF PRESENT: Richard Roedner, Town Manager

A meeting of the Topsham Board of Selectmen was held on Thursday, December 1, 2016, in the Donald A. Russell Meeting Room, at the Municipal Building, 100 Main Street, Topsham, Maine.

CALL TO ORDER

Chairman Douglass called the 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 Selectmen were present.

TOWN MANAGER'S REPORT

I would like to extend a thank you to the residents of the Highlands who have generously donated \$240 to our Police Department. We have set that money aside to help with the purchase, training and outfitting of our new police dog.

As a “heads up” for all residents, Town offices will be closed on Monday, December 26 and Monday, January 2.

We are close to finalizing our upcoming FY 18 budget schedule. Once the schedule is finalized, it will be posted on our webpage.

In the spirit of the season.....

It's that time of year again, when dogs must be licensed again.
Avoid being late and you will really rate,
And your dog won't cost an extra ten! (actually \$25)

Citizens were reminded to bring in proof that their dog has had its rabies shot.

Following the Town Manager's report, Chairman Douglass asked if the Board needed to vote to accept the \$240 on behalf of the Town. The Board unanimously agreed that a vote was not necessary and all were in agreement of accepting the donation.

BOARD AND COMMITTEE REPORTS AND UPDATES

John Shattuck, Economic and Community Development Director, told the Board he has been meeting informally for some time with Matt Teare from Seacoast Management and John Wasileski of Highland Green. They have been discussing a revision to the basic Highland TIF to extend the term and area. Mr. Shattuck said that TDI will also be working with Highland Green.

Mr. Teare reviewed the benefits of amending the current TIF and asked the Board to consider scheduling a workshop in January to discuss the possibility of the amendment further. Seacoast Management would like to bring the amendment before the upcoming Town Meeting in May of 2017.

Following Mr. Teare's presentation, the Board scheduled a workshop to further discuss the amendment for January 12, 2016 at 6:00 p.m. in the Donald A. Russell Meeting Room in the Municipal Building.

PUBLIC COMMENT – None noted.

CORRESPONDENCE

Chairman Douglass told the Board he received a letter from a citizen regarding crosswalk concerns. He copied the letter to members of the Board.

Selectman Thompson brought the Board's attention to some dumping by the power line. It was noted the area has been cleaned up.

ADJUSTMENTS TO THE AGENDA

The Board was in unanimous agreement to add Agenda Item **16-113 CONSIDERATION AND ANY APPROPRIATE ACTION TO ENTER INTO EXECUTIVE SESSION PER 1 M.R.S.A. §405 (6) (A) TO DISCUSS A PERSONNEL MATTER**

CONSENT CALENDAR

1. Approval of the minutes of the Regular Selectmen's Meeting of November 17, 2016

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

VOTED

To approve the meeting minutes of the November 17, 2016 meeting as amended.

(Amendment: Pg. 3, under Finding of Facts, No. 1 – change “Garber” to “Garver.”)

PUBLIC HEARING – None noted.

UNFINISHED BUSINESS

16-102 CONSIDERATION AND ANY APPROPRIATE ACTION ON FURTHER INPUT FROM THE BOARD OF SELECTMEN REGARDING THE FRANK WOOD BRIDGE §106 PROCESS

John Shattuck, Economic and Community Development Director, noted that the updated letter to the DOT on the Section 106 process for the Frank Wood Bridge, which was included in the Board package, incorporated the changes suggested at the previous Selectmen's meeting.

Board members were in agreement that the letter was very inclusive and conveyed their support of the replacement alternative.

Motion was made by Selectman Tufts, seconded by Selectman Lyons, and it was unanimously

VOTED

To accept the letter as presented and to submit it as addressed.

OLD BUSINESS - None noted.

NEW BUSINESS

16-110 CONSIDERATION AND ANY APPROPRIATE ACTION ON AN APPOINTMENT TO THE FINANCE COMMITTEE

Motion was made by Selectman Tufts, seconded by Selectman Lyons, and it was unanimously

VOTED

To appoint Tori Ryan to the Finance Committee.

16-111 CONSIDERATION AND ANY APPROPRIATE ACTION ON POLICE DEPARTMENTS PARTICIPATION IN A COUNTY WIDE OUI ENFORCEMENT GRANT

Police Chief Christopher Lewis spoke to this agenda item telling the Board that the Police Department is asking permission to participate in a Sagadahoc County OUI enforcement grant which is administered by the Sagadahoc County Sheriff's Office. The grant will reimburse the agency for those officers who participate in the specific activity arranged by the County Sheriff's Office. The grant will allow for advanced roadside impaired driving enforcement. It will be a team effort which will allow agencies to share resources while working toward the goal of reducing impaired driving crashes and will increase safety on our roadways. Locations and checkpoints will vary throughout the County. No matching funds are required from the Town. The total amount awarded to the Sagadahoc County Sheriff's Office is \$20,000. It was noted that this type of grant will not cover officers when they make court appearances.

Motion was made by Selectman Tufts, seconded by Selectman Lyons, and it was unanimously

VOTED

To approve the Police Department's participation in the County wide OUI Enforcement Grant.

EXECUTIVE SESSION

At 7:45 p.m., motion was made by Selectman Tufts, seconded by Selectman Lyons, and it was unanimously

VOTED

To move into Executive Session (with all members present, as well as the Town Manager) to discuss Agenda Items 16-112 and 16-113.

At 8:08 p.m., motion was made by Selectman Tufts, seconded by Selectman Lyons, and it was unanimously

VOTED

To come out of Executive Session.

16-112 CONSIDERATION AND ANY APPROPRIATE ACTION TO ENTER INTO EXECUTIVE SESSION PER 1 M.R.S.A. §405(6) (C) TO DISCUSS ACQUISITION OF REAL PROPERTY

Motion was made, seconded, and it was unanimously

VOTED

To instruct the Town Manager to negotiate an easement on property discussed.

16-113 CONSIDERATION AND ANY APPROPRIATE ACTION TO ENTER INTO EXECUTIVE SESSION PER 1 M.R.S.A. §405(6) (A) TO DISCUSS A PERSONNEL MATTER

No action was taken on this matter.

ADJOURN

The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Patty Williams, Recording Secretary