

TOWN OF TOPSHAM  
BOARD OF SELECTMEN MEETING  
DECEMBER 6, 2012, 7:00 P.M.

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MEMBERS PRESENT: Donald Russell  
Marie Brillant  
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, December 6, 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.

**TOWN MANAGER'S REPORT**

The Town Manager's Report included:

- The Town's new computer server has been replaced and is operational. The exchange server portion that handles email accounts will be done next month.
- Rusty's Neighborhood Market ribbon cutting is scheduled for Tuesday, 12/11/12 at 10:00 a.m.
- The Department of Economic & Community Development will hold a ceremony on December 17, 2012 at 2:00 p.m. at the State House in the Hall of Flags, to recognize the towns that were recently designated as a Business Friendly Community.
- The Finance Committee will meet on Thursday, December 13, 2012 at 6:00 p.m. at the Municipal building to elect officers and discuss goals.
- To date, 3 persons have taken out nomination papers for the open Selectmen's seat. They are Bill Thompson, Jim Trusiani and Jean Wolkens. Papers are due back by December 28, 2012.
- Santa and the Mrs. Will be at the library (Topsham Public Library) for a jolly reading of holiday picture books on Wednesday, December 12, 2012 at 10:30 a.m.
- Also, Santa and Mrs. Claus will make special calls to K and 1st graders. Parents can register at [topshammaine.com/santa](http://topshammaine.com/santa), before December 17, 2012.
- The deadline to register for Lil Dribbler's is December 14, 2012.
- The deadline to register for Learn to Ski is December 14, 2012.

**BOARD AND COMMITTEE REPORTS AND UPDATES**

**TOPSHAM COMMUNITY FUND - BIKE PATH UPDATE** - Gary Fogg, Chairman of the Topsham Community Fund Committee; Victor Langelo and Fred Wigand were present at the meeting. Mr. Fogg presented the Community Fund Annual Report which was released on November 28, 2012. He said the

**APPROVED VERSION**

Committee is seeking to accumulate approximately \$160,000 by January 2015 to be used as a match to approximately \$640,000 in State and Federal funds to construct the next section of the Topsham Bike Path. To date, the Town has allocated \$30,000 to this project. With this year's recommended allocations, the Town's allocations to the reserve account would total \$75,000, nearly half way to the total required for the anticipated local match. A copy of the Committee's Annual Report was included in the Board Package and is filed with these minutes.

Mr. Langelo reported on the status of fund raising from private sources, explaining Town Funding, Non-Town Funding, Combined Funding, both current and projected. Expenditures for 2012-2013 and 2013-2014 were noted. As the Topsham Community Fund recommendation to date has been focused solely on aggregating the funds needed for the local match, there have been no expenditures in the current fiscal year and there are no proposals for expenditures in the coming year. Relative to maintenance and operational costs, it was noted that working with the Public Works Director and other communities that maintain similar trails, a figure of \$.60/foot of trail is an approximate cost for routine maintenance. This includes plowing, mowing, landscape maintenance and pavement repair. For the proposed Bike Path, the estimated annual cost would be on the order of \$2,000, starting after construction is completed.

**PUBLIC COMMENT** - None Noted.

**CORRESPONDENCE** - Chairman Russell noted correspondence dated December 3, 2012 from John Moncure, Chairman of the MRRRA Board of Trustees regarding request for Town appointments to the NASB Redevelopment Community Working Group. Receipt of the letter was acknowledged and motion was made by Mr. Riendeau, seconded by Mr. Mason, and it was unanimously

VOTED

To accept the letter and defer action to a further agenda.

**ADJUSTMENTS TO THE AGENDA** - None Noted.

**CONSENT CALENDAR**

**1. APPROVAL OF THE MINUTES OF THE REGULAR SELECTMEN MEETING OF NOVEMBER 15, 2012**

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

VOTED

To approve the Consent Calendar as amended.

(Amendment: Pg.3, under 115-12 VOTE....change "Fire & Rescue Department" to "Fire Fighters Association.")

**PUBLIC HEARING** - None Noted.

**UNFINISHED BUSINESS** - None noted.

**OLD BUSINESS** - None noted.

**NEW BUSINESS**

**121-12 CONSIDERATION AND ANY APPROPRIATE ACTION ON THE RESIGNATION OF ANDREW MASON FROM THE BOARD OF SELECTMEN EFFECTIVE JANUARY 15, 2013**

Chairman Russell read aloud a letter of resignation from Board member Andrew Mason, who was recently elected to represent Topsham as a State Representative.

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

VOTED (4 in favor with 1 abstention (Mr. Mason)

To accept Mr. Mason's letter of resignation from the Board of Selectmen to become effective January 15, 2013.

**122-12 CONSIDERATION AND ANY APPROPRIATE ACTION ON SIGNING THE WARRANT TO HOLD A SPECIAL ELECTION ON JANUARY 15, 2013 TO FILL THE BOARD OF SELECTMEN VACANCY.**

A correction to the Warrant was noted. Ronald Riendeau was listed as Vice Chairman. This will be corrected to show David Douglass in that position.

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

VOTED

To sign the Warrant to hold a Special Election on January 15, 2013 to fill the Board of Selectmen vacancy.

**123-12 CONSIDERATION AND ANY APPROPRIATE ACTION ON ACCEPTANCE OF 2013 SHORE AND HARBOR GRANT FOR THE LOWER VILLAGE AND WATERFRONT TRAIL PEDESTRIAN CONNECTIVITY**

Town Planner Richard Roedner spoke to this item telling the Board that after receiving comments from members of the public, the Lower Village Redevelopment Committee recommended that a trail leading from the Lower Village up towards the cemetery on Elm Street be considered. The initial response from several property owners was favorable, so Planning staff applied to the Maine Coastal Program for a Shore and Harbor Planning Grant to investigate the potential for a trail primarily along the river, providing both physical and visual access to the Androscoggin River, as well as a pedestrian connection between the Lower Village and Elm Street (and ultimately the Bike Path). The difficulties of the terrain, ownership, flood plains, etc. make this a challenging planning effort. Last year the \$13,000 grant was awarded, but due to technical timing issues, the grant had to be returned.

This year the grant was reapplied for and received in the amount of \$40,000, with a local match of \$5,600 of in-kind services.

Following questions posed from the Board, motion was made by Mr. Douglass, seconded by Mr. Riendeau, and it was unanimously

VOTED

To accept the 2013 Shore and Harbor Grant for the Lower Village and Waterfront Trail Pedestrian Connectivity in the amount of \$13,000 with a local match of \$5,600 of in-kind services.

**124-12 CONSIDERATION AND ANY APPROPRIATE ACTION ON THE TOWN'S PARTICIPATION IN THE STATE'S STUDY OF SALT WATER MARSHES PROTECTION FROM RISING SEA LEVELS**

**APPROVED VERSION**

The Town Planner spoke to this item saying that the Maine Coastal Program has approached the Towns of Topsham, Bowdoinham and Bath to apply with the State Program in order to conduct a study within Merrymeeting Bay that will look at the effects of sea level rise as it pertains to the tidal marshes along the shoreline within these communities. The study will utilize local planning staff to receive data, review reports and attend discussion meetings, but there are no cash matching requirements, only technical assistance where needed.

A report was included in the Board package with the Marsh Migration Team, including:

- How salt marshes provide important benefits to Maine
- Actions that can be taken now to conserve salt marches as sea levels rise
- How the community will benefit from participating
- Listing of 5 technical details, and
- Informational Workshop dates and locations

Following questions and answers, Mr. Douglass requested a copy of the completed application and Mr. Roedner agreed to provide him with same. It was understood that endorsing the program does not commit the Town in any way.

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

VOTED

To endorse the work that has already been submitted in the Town's participation in the State's Study of Salt Water Marshes protection from rising sea levels.

**125-12      CONSIDERATION AND ANY APPROPRIATE ACTION ON THE APPOINTMENT OF MATTHEW NIXON TO THE CONSERVATION COMMISSION**

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

VOTED

To appoint Matthew Nixon to the Conservation Commission.

**ADJOURN**

Motion was then made, seconded, and it was unanimously agreed to adjourn the meeting at 7:45 p.m.

Respectfully submitted,

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Patty Williams, Recording Secretary