

TOWN OF TOPSHAM
BOARD OF SELECTMEN MEETING
MARCH 17, 2016 - 7:00 P.M.

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

MEMBER(S) ABSENT: All present

STAFF PRESENT: Town Manager, Richard Roedner

A meeting of the Topsham Board of Selectmen was held on Thursday, March 17, 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

Registration for Spring Parks and Recreation Programs is quickly drawing to a close.

The 2016 Easter Egg Hunts will be held at the Foreside Field. 8-10 year olds will be Friday the 25th at 8:00 p.m., and the younger children's hunt will be on Saturday, March 26 at 10:00 and 10:15 a.m.

Head of Tide Park will be open starting Monday, March 21, from approximately 8:00 a.m. to sunset.

Music in March events are being held at 1:00 p.m. each Saturday at the Library. This weeks event is a show by String Tide, an energetic Folkgrass/Americana cover band.

We have been asked by a filmmaker who is working on a PBS documentary on 911 to assist with a film production being filmed partially in Topsham in early April. In addition to having a rescue crew on site in case of injury, we have been asked to supply personnel, Engine 1 and miscellaneous equipment for a segment. We are working out the details with them as far as costs, insurance, etc.

BOARD AND COMMITTEE REPORTS AND UPDATES

UPDATE FROM REPRESENTATIVE DENISE TEPLER - Representative Tepler was unable to attend. She will be scheduled to present an update at a future meeting.

UPDATE FROM THE HISTORIC DISTRICT COMMISSION ON INCREASING VISIBILITY OF THE DISTRICT WITH SIGNAGE

- Carol Eyerman, AICP, Assistant Planner, told the Board that the Historic District Commission is recommending to increase the "visibility" of the Topsham Historic District by adding historic street name signs. She noted that some property owners do not realize they reside in a historic district and the Commission hopes that by adding and changing street name signs the historic district will be more recognizable and the location more identifiable.

Ms. Eyerman displayed a model of the signs the District chose, a brown street name sign with white reflective lettering, which is nationally recognized for use in a historic district designation. Ms. Eyerman said she has worked with Dennis Cox, Public Works Director on a plan for implementation of the replacement/additional signage this summer. This project is in keeping with the Public Works Director's program that all streets should have signage. There are some streets that have no signage at all right now.

There are approximately nineteen intersections in the Historic District. The intersections and signage needs include:

- Grandstand Road and Elm Street (no signs now - need both)
- Fair Circle and Elm Street (need both)
- Saindon Place and Elm Street (no Elm street sign now - need both)
- Fairgrounds Road and Elm Street (no signs now - need both)
- Perkins Street and Elm Street (need both)
- Perkins Street and Perkins Street (need both)
- Perkins Street and Pleasant Street (need both)
- Pleasant Street and Elm Street (need both)
- Pleasant Street and Melcher Place (need both)
- Green Street and Elm Street (need both)
- Green Street and Town Landing Road (need both)
- Green Street and Main Street (need both)
- Elm Street and Main Street (need both)
- Thompson Lane and Green Street (need both)
- Elm Street Ext. and Main Street (need both)
- Winter Street and Elm Street Ext. (need both)
- Winter Street and Garden Road (need Winter Street)
- Melcher Place and Main Street (need both)

It was noted that each sign will cost approximately \$30 and the total project will be covered under the Street Name Sign Budget.

Ms. Eyerman also reported that the Planning Department has rolled out the Topsham Aging in Place Community Survey. Copies can be picked up in the lobby of the Town Office, at the Library and also at the Highlands. A mailing is planned next week to 1,200 people in Town who are 50 years of age or older. The completed surveys can be dropped off at the Town Clerk's office.

UPDATE FROM PLANNING OFFICE ON ORDINANCE AMENDMENTS FOR TOWN MEETING

- Town Planner, Rod Melanson, told the Board that the Planning Board has been working in workshops over the past few months looking at adjustments needed to the Town's Ordinance. Last week the proposed changes were reviewed and heard at a Public Hearing and

the Planning Board voted unanimously to forward the proposed changes to the Board of Selectmen with a recommendation from the Planning Board of "Ought to Pass." Mr. Melanson explained the proposed changes and what the amendments involve. Amendments are proposed to the following Ordinance sections:

1. 225-6 Definitions (Single family dwelling and non-conforming structure)
2. 225-16 Use Regulations; 225-17 Dimensional Requirements
3. 225-17. E-Sheds
4. 225-14 Nonconforming Structures
5. Vernal Pool Overlay District

UPDATE FROM TDI/ECD - John Shattuck, Topsham Economic and Community Development, Inc. Director reported that the Annual TDI Strategic Meeting will be held tomorrow in the Donald A. Russell Meeting Room. The Board of Selectmen were invited to attend.

Mr. Shattuck told the Board that he held a telephone conference with the engineer on the Frank J. Wood Bridge project. He said the final Preliminary Design Report is expected to be completed by mid-July. However, before finalizing, MDOT will be presenting the current plan and seeking public input. The tentative schedule for this presentation to the Topsham Board of Selectmen and the Brunswick Council is expected to occur in mid-April with a public presentation and comment workshop scheduled approximately one week later.

The Topsham Back to the Future will hold a final wrap-up session on Wednesday, April 13, 2016.

The Build Maine Conference is scheduled as a day-long event on June 23, 2016. The keynote speaker (tentatively Joe Minicozzi) is scheduled to speak in the evening. The event will be held in Bates Mill Building #6 in Lewiston. Time to hear the keynote speaker will be announced at a later date.

PUBLIC COMMENT

5K and Family 2K Walks - Nancy Randolph, Treasurer and Race Director of the Save our Swinging Bridge Annual 5K and Family 2K Walk scheduled for April 17, 2016 told the Board the event needs runners and walkers, volunteers, and donations and urged participation from members of the public. She said the first 100 to sign up for the races will receive a free commemorative T-Shirt. There are three ways to register: 1) Pre-register on-line with "Active.com" or go to "www.saveourbridge.org" and follow the links; 2) Pre-register by downloading the printed form. Fill out the form and mail to Save Our Swinging Bridge, 2 Main Street, Suite 707, Topsham, ME 04086; or 3) Register on the day of the race. Registration begins at 8:30 a.m. and ends at 9:45 a.m. Cost is \$25.00 for adults and \$20.00 for youths 17 and under. Ms. Randolph gave her cell phone number (837-0558) with request to call her if anyone has questions regarding the event. Chairman Douglass noted that if a contribution is made to the project at "www.myamazon.smile", you will receive a percentage off your purchase with Amazon.

Request to Hang Banner - Mrs. Randolph requested that the Selectmen authorize the Fire Department to hang a banner for the Swinging Bridge 5K and Family 2K Walks. She said that Tim Vale does this for Brunswick. She added that there is insurance in place to cover Topsham's liability.

A discussion ensued between the Board regarding the hanging of banners. Selectman Lyons noted that the individual requesting the Veteran's Memorial Banner be hung, was told the Town could not do it this year. The Farmers Market also has a request on the table to hang their banner. During discussion it was learned that the Town recently received a \$20,000 fine for doing unofficial work without proper training. Request was made to place this item (Banners and using the ladder truck for non-emergency work) on the agenda for further discussion. Questions were also raised on the need to update the policy on banners - should a time limit be place on them? The Board was in unanimous agreement to place this item on the agenda for further discussion and appropriate action at the April 7, 2016 Board of Selectmen meeting.

CORRESPONDENCE

Senator Linda Baker presented an update, including:

- The Tax Conformity Bill passed
- \$15 million funding for education is on the table
- Attorney General finds Rank choice voting going out to bid is against Maine's Constitution
- Several Welfare Reform Bills are out there to curtail improper spending for alcohol, tobacco, etc.
- Suggested everyone review the unclaimed property listings as several thousand dollars remains unclaimed
- Call 211, the State Information Line, for any assistance/questions
- The Moose Permit Lottery will take place on May 15th

ADJUSTMENTS TO THE AGENDA - None noted.

CONSENT CALENDAR

1. APPROVAL OF THE MINUTES OF THE REGULAR SELECTMENS MEETING OF MARCH 3, 2016

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

VOTED

To approve the Consent Calendar, accepting minutes of the March 3, 2016 meeting, as written.

PUBLIC HEARING - None noted.

UNFINISHED BUSINESS - None noted.

OLD BUSINESS - None noted.

NEW BUSINESS

16-21 CONSIDERATION AND ANY APPROPRIATE ACTION TO AWARD THE TOPSHAM FAIR MALL ROAD MASTER PLAN TO THE RECOMMENDED PROJECT TEAM

Planner Rod Melanson reported that the Planning Office received 6 proposals in response to the RFP that was advertised for the Topsham Fair Mall Road planning effort. A Review Committee

that included Public Works, Town Peer Review Engineer, Planning Board member, Planners and Community and Economic Development selected two firms to interview. The interviews were held on March 10, 2016 and recommendation made that the contract be awarded to the team of TYLIN/MRLD.

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

VOTED

To award the Topsham Fair Mall Road Master Plan to TYLIN/MRLD for an amount no greater than \$48,985.

16-22 CONSIDERATION AND ANY APPROPRIATE ACTION ON ENTERING INTO AN ELECTRICITY PURCHASE AGREEMENT THROUGH MAINE POWER OPTIONS

Town Manager Roedner said our existing contract with Maine Power Options will expire next month and we need to make a decision. We have been paying \$0/0599/kwh for the past four years. He said one strategy may be to renew the contract for a short term with a view to obtaining lower pricing by fall; this may be possible be equally some risk is associated with this and the potential for higher pricing is at least equal chance. The lower risk strategy may be to renew the agreement to November 2017 for a small increase in price and during this period if other opportunities to obtain longer term at similar rates occur to extend the agreement then.

It was noted that Maine Power Options does the bid work and submitted the following five options:

Fixed Price, Utility Billing

April 16 - November 2016:	\$0.05420
April 16 - November 2017:	\$0.06200
April 16 - November 2018:	\$0.06740
April 16 - November 2019:	\$0.06990
April 16 - November 2020:	\$0.07100

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

VOTED

To authorize entering into an Electricity Purchase Agreement through Maine Power Options through November, 2017.

ADJOURN

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

VOTED

To adjourn the meeting at 8:00 p.m.

Respectfully submitted,

Patty Williams, Recording Secretary