

TOWN OF TOPSHAM  
BOARD OF SELECTMEN MEETING  
MARCH 20, 2014, 7:00 P.M.

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MEMBERS PRESENT: Donald Russell  
Marie Brilliant  
Ronald Riendeau  
William Thompson

MEMBER(S) ABSENT: David Douglass

STAFF PRESENT: Town Manager, Richard Roedner; Assistant Planner Rod Melanson

A meeting of the Topsham Board of Selectmen was held on Thursday, March 20, 2014 at the Municipal Building at 100 Main Street, Topsham, Maine.

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

Chairman Russell called the regular 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 Selectman Douglass who had been excused.

Chairman Russell extended a congratulatory welcome to the newly appointed Town Manager, Richard Roedner.

**TOWN MANAGER'S REPORT**

The Town Manager's Report included:

- Happy first day of spring to everyone.
- Joint Selectman/Finance Committee meeting to finalize the Town's draft budget for 2014-2015 is scheduled for Wednesday, March 26.
- Upcoming events at the Topsham Library include:
  - Friday Matinee on March 21 is "Frozen" to be shown at 2:00 p.m.
  - Great Book Discussion on Saturday, March 22 from 10:00 a.m. to noon. For information on this, contact the library.
  - The Lego's Club will meet Saturday, March 22 at 1:00 p.m. Limited to ages 4 to 17.
  - Music in March continues with Miscellanea, this Saturday, March 22 at 2:00 p.m. This week's artist is Bowdoin College's Female A Cappella Singing Group.
- As a reminder, it is tax time. For those seeking assistance, AARP representatives will be at the library each Thursday during tax season from 9:00 a.m. to 12:15 p.m. Call the library for an appointment.
- Topsham Public Library's Long Range Plan Community Forums continue on Wednesday, March 26 at 6:30 p.m. and Saturday, March 29 at 10:30 a.m. The draft plan is available on

the Library's web page. Check out the plan or attend one of the forums to lend your voice to this plan, as the Library works to continue providing 21st. Century Service.

- Recreation deadlines are approaching. Cal Ripken baseball and softball registration deadline is tomorrow, March 21, including the 9 to 12 age teams.
- Deadlines for all other Tee Ball and Youth Baseball Programs (5 to 8 years) is April 1st.
- Other programs currently accepting registrations include:
  - Cross Country for ages 6 to 12
  - Eagles Lacrosse for 7th and 8th Grade Boys and Girls
  - April Vacation Golf Clinic(More information for all of these programs is available on line at [www.topshammaine.com/pnr](http://www.topshammaine.com/pnr) or in the Recreation Office.)
- Our next prescription medical drop-off is scheduled for April 26. More details will be available as the date gets closer.
- Household hazardous waste collection will be May 17th. Details to follow as the date gets closer.
- Chief Stockdale's proposal for burning Amenity Manor is available for the Board of Selectmen review.

### **BOARD AND COMMITTEE REPORTS AND UPDATES**

**TOPSHAM 250 CELEBRATION COMMITTEE** - Steve Edmondson congratulated Mr. Roedner on his position as Topsham's newly appointed Town Manager and then presented an upbeat and positive report on Topsham's 250 celebration plans, including:

- New Years event was a great success
- Thanks were extended to the Fair Association
  - Mark Ponziani for clearing the area of snow
  - Tad Hunter for keeping the fire going all evening long
- Topsham Historical Society is presenting a series of lectures at the library
- On April 8th, Historical Architect Scott Hanson will talk about the work he has done on his home, the Sara Whitten House (the site of Topsham's former library)
- May's presentation will be a talk about Scottish/Irish heritage in Topsham.
- In June there will be an exploration of the old Meeting House Cemetery on Middlesex Road.
- On June 15 a historic walk through the Downtown Historic District
- Friday, May 16th There will be 6 acts with the Celtic Festival at the Orion Theatre. Fee structure is being discussed; corporate sponsorship is welcomed.
- July 18th through the 20th there will be a weekend long celebration, including a 5K Road Race to benefit MidCoast Hunger Prevention and Topsham Heating Assistance
- Tethered balloon rides sponsored by ReMax Riverside
- An old fashioned barn dance
- July 19 - A firemen's muster
- Civil War reenactment
- On July 20 at 4:00 p.m. Dedication of the Head of Tide Park
- Quilter's Festival

**TOPSHAM DEVELOPMENT, INC. COMMITTEE**

**TDI/ECD** - John Shattuck, Topsham Economic and Development, Inc. Director and Don Spann, Chairman of Topsham Development, Inc.

Mr. Shattuck began with extending congratulations to Topsham's new Town Manager, Richard Roedner.

A copy of the Strategic Priorities adopted by TDI on March 19, 2014 was distributed to Board members covering plans for:

- Lower Village Redevelopment and Park
- Annex Redevelopment and Eastside Infill Development
- Commercial Property Database
- Advocate for Use of TIF Revenues for Economic and Community Development
- Vernal Pool Pilot Program
- Urban Impaired Streams
- Pre-permitting
- TFM Visibility from 295
- Westside Zoning

Mr. Shattuck talked about the TIF Amendment/Spillover provision for downtown development which will be reviewed more thoroughly following Town Meeting. A map was included in the Board package from the Maine Department of Transportation showing the Route 24 and 24 Business redesignation of Route 24 (mostly a signage project). TDI will be coming back before the Board with a proposal to update the TDI website into a more universal platform.

TDI Chairman Don Spann also began his presentation with accolades to Town Manager Richard Roedner.

Mr. Spann presented an update of new and upcoming businesses in the Red Mill, Topsham Annex, Topsham Fair Mall, and Mallett Woods. He complimented Town Staff and Boards for their extraordinary efforts in working with business leaders.

**PUBLIC COMMENT** - None noted.

**CORRESPONDENCE** - Chairman Russell acknowledged an e-mail he received from a resident of the Forrest Drive neighborhood expressing concern with fast moving traffic taking shortcuts through her neighborhood from the Munroe Lane Condo project. A copy of the e-mail was given to the Town Manager who will discuss the issue with staff and report back to the Board.

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

**CONSENT CALENDAR**

1. **APPROVAL OF THE MINUTES OF THE REGULAR SELECTMENS MEETING OF MARCH 6, 2014**

2. **APPROVAL OF THE MINUTES OF THE EXECUTIVE SESSION MEETING ON 3/10/14**

Motion was made by Selectman Riendeau, seconded by Selectman Brilliant, and it was unanimously (of those present)

**VOTED**

To approve Items No. 1 and No. 2 of the Consent Calendar.

**PUBLIC HEARING** - None noted.

**UNFINISHED BUSINESS** - None noted.

**OLD BUSINESS** - None noted.

**NEW BUSINESS**

**15-14 CONSIDERATION AND ANY APPROPRIATE ACTION TO APPLY FOR MAINE HISTORIC PRESERVATION COMMISSION CERTIFIED LOCAL GOVERNMENT FUNDING TO CONTINUE WITH PHASE 2 OF THE INTERPRETIVE SIGNAGE PROGRAM**

Assistant Planner, Rod Melanson, after offering his congratulations to the new Town Manager, spoke to this item saying funding is available (with an April 1st deadline) from the Maine Historic Preservation Commission and their Certified Local Government Program.

The Historic District Commission is looking to receive authorization to work on this grant application. \$5,000 will be requested from the State and that will be matched with \$2,000 from the Planning Office Contractual Services line item, along with in-kind staff time. If successful, this grant will allow two additional signs to be developed. Currently there are 2 signs planned along the Riverwalk and 1 along Elm Street.

Question was asked of the life expectancy of the signs and response was that they are guaranteed for 15 years but should hold up well for 25 years. It was noted that granite signs are preferred rather than metal because of their durability. These were shown in a slide presentation.

Selectman Riendeau said he was approached from a homeowner in Topsham who was concerned that he had not been notified of a sign being placed near his property. Mr. Melanson commented that residents will be duly informed before any signs are placed on or near their property.

Motion was made by Selectman Thompson, seconded by Selectman Riendeau, and it was unanimously (of those present)

**VOTED**

To authorize the Historic District Commission to apply for Phase Two of the Historic District Interpretive Sign Project from the Maine Historic Preservation Commission.

**16-14 CONSIDERATION AND ANY APPROPRIATE ACTION ON AWARDING THE BID FOR TOWN STRIPING**

Public Works Director Dennis Cox recommended that the Town award the work for painting the highway markings to Lucas Striping of Sidney. Mr. Cox said the firm did an excellent job last year and are holding the same price. The work includes the painting of crosswalks, stop bars, lane delineation, direction arrows and railroad crossings.

Jim Trusiani, Brunswick, said he was knowledgeable of the fine work the firm does and urged the Board to approve their selection.

Motion was made by Selectman Riendeau, seconded by Selectman Thompson, and it was unanimously, of those present

**VOTED**

To waive the Bid Process and to award the bid for Town Striping to the firm of Lucas Striping of Sidney for a price of \$31,000.

**17-14 CONSIDERATION AND ANY APPROPRIATE ACTION ON THE APPOINTMENTS TO THE TREE COMMITTEE**

Chairman Russell said he and Selectman Riendeau interviewed Roger Jensen and Jeanne Bamforth (Ben Whatley was scheduled to be interviewed but did not show up). Selectman Thompson apologized for not attending the interview because of a personal matter.

Motion was made by Selectman Riendeau, seconded by Selectman Brilliant, and it was unanimously, of those present

**VOTED**

Appoint Roger Jensen and Jeanne Bamforth to the Tree Committee.

**18-14 CONSIDERATION AND ANY APPROPRIATE ACTION ON ENTERING INTO REPURCHASE AGREEMENTS FOR FORECLOSED PROPERTIES**

Chairman Russell said the Board met with two of the residents and reviewed a letter from the third party to discuss a payment program.

Motion was made by Selectman Thompson, seconded by Selectman Riendeau, and it was unanimously, of those present

**VOTED**

To follow the Repayment Program from the three individuals, based on the memo from Town Manager Rich Roedner dated March 13, 2014.

**NOTE FROM TOWN MANAGER ROEDNER**

Town Manager Roedner asked to be recognized and thanked everyone for the support extended to him.

**ADJOURN**

Motion was made, seconded, and it was unanimously

**VOTED**

To adjourn the meeting at 7:55 p.m.

Respectfully submitted,

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Patty Williams, Recording Secretary