

TOWN OF TOPSHAM  
JOINT MEETING WITH  
BOARD OF SELECTMEN AND FINANCE COMMITTEE  
APRIL 9, 2015 - 7:00 P.M.

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PRESENT:

|            |                  |                    |                   |
|------------|------------------|--------------------|-------------------|
| SELECTMEN: | Donald Russell   | FINANCE COMMITTEE: | Michael Whitney   |
|            | Marie Brilliant  |                    | Gail Eaton        |
|            | David Douglass   |                    | Kenneth Stockford |
|            | Ruth Lyons       |                    | Ryan Pelletier    |
|            | William Thompson |                    | Harold Hutchinson |

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

A joint meeting of the Topsham Board of Selectmen and Finance Committee was held on Thursday, April 9, 2015 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 of the Select Board and noted that all Selectmen were present.

**BOARD AND COMMITTEE REPORTS AND UPDATES** - None noted.

**PUBLIC COMMENT** - None noted.

**CORRESPONDENCE** - None noted.

**ADJUSTMENTS TO THE AGENDA** - Motion was made by Selectman Douglas, seconded by Selectman Lyons and it was unanimously **VOTED** to add the Consent Calendar to the agenda addressing the minutes of the April 2, 2015 meeting.

**CONSENT CALENDAR**

**1. APPROVAL OF THE MINUTES OF THE REGULAR SELECTMENS MEETING OF APRIL 2, 2015**

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

**VOTED**

To approve the minutes of April 2, 2015 meeting as written.

**PUBLIC HEARING**

**15-17 PUBLIC HEARING - CONSIDERATION AND ANY APPROPRIATE ACTION ON THE TOWN MEETING WARRANT**

Before declaring the Public Hearing open, Chairman Russell explained how he would conduct the meeting. He said he would go through each item on the draft warrant, pause to receive questions or comments and proceed to the end. The Public Hearing would then be declared closed and each item would then be addressed by the Select Board. The Board would then look to Mr. Whitney to do the same with the Finance Committee. There was unanimous agreement with conducting the meeting in this manner.

The Public Hearing was declared open. Chairman Russell read each article. (Entire Draft Warrant is filed with these minutes)

**Article 2** - To have the Town vote to raise, appropriate and spend the sum of \$1,379,113 for Debt Service. *No comments.*

**Article 3** - To see what sum the Town will vote to spend for General government under the following accounts and to see what sum the town will vote to raise and appropriate for the same:

|                           | 2014-2015   | 2015-2016   |
|---------------------------|-------------|-------------|
| 1 Administration          | 199,986     | 209,432     |
| 2 Municipal Officers      | 18,878      | 19,199      |
| 3 Finance Manager         | 74,918      | 77,230      |
| 4 Central Services        | 97,700      | 99,800      |
| 5 Tax/Clerk               | 242,003     | 251,978     |
| 6 Codes                   | 84,996      | 86,250      |
| 7 Assessing               | 100,060     | 109,875     |
| 8 Elections/Registration  | 13,125      | 11,236      |
| 9 Planning Office         | 221,203     | 233,974     |
| 10 Economic Development   | 102,304     | 110,365     |
| 11 Municipal Insurance    | 80,900      | 110,500     |
| 12 Facilities Maintenance | 162,574     | 172,898     |
| 13 Parks/Recreation       | 350,594     | 374,410     |
| 14 Library                | 420,546     | 470,546     |
| 15 General Assistance     | 73,642      | 58,621      |
| 16 Contractual Services   | 103,500     | 103,500     |
| 17 Public Utilities       | 317,000     | 324,000     |
| 18 TIF Funds              |             | 133,588     |
|                           | \$2,663,929 | \$2,947,402 |

*Comments received from Matt Newman. Mr. Newman read a statement on behalf of the Library saying the amount appropriated is only 1/3 of what the library requested. The statement noted what services would not be able to be included in the Library's programs.*

**Article 4** - Capital Project Funds - *Mr. Whitney commented on this article.*

Board of Selectmen Recommendation \$849,500  
 Finance Committee Recommendation \$849,500

**Article 5** - Public Safety - *No comments.*

Board of Selectmen Recommendation \$2,332,302  
 Finance Committee Recommendation \$2,332,302

**Article 6** - Public Works, Solid Waste and Recycling - *No comments*

Board of Selectmen Recommendation \$1,525,112  
 Finance Committee Recommendation \$1,525,112

**Article 7** - Topsham Community Fund - *No comments*

Board of Selectmen Recommendation   \$10,000  
Finance Committee Recommendation   \$10,000

**Article 8** - "Shall the voters of the Town of Topsham, Maine amend a municipal tax increment financing district known as the "Municipal Infrastructure Municipal Development and tax Increment Financing District" and amend and restate the Development Program for the District such amendments to be pursuant to the following findings, terms and provisions?" (Sections 1 through 7) *No comments No recommendation offered at this point.*

**Article 9** - State Law Tax Levy Limit L.D.1 *No comments*

**Article 10** - An Ordinance to amend the Town Code, Chapters 185, Streets and Sidewalks and Chapter 191, Subdivision of Land..... *No comments*

**Article 11** - Ordinance to amend the Town Code, Chapter 191, Subdivision of land, Section 18, Public Open Space..... *No comments*

**Article 12** - Creating a new Zoning District R2B, along with related changes. *No comments*

**Article 13** - Because of the need for additional work on this item, the Planning Board requested it be removed from the list. Unanimous agreement was reached to do so.

**Article 14** - An Ordinance to repeal and replace Chapter 225-25, Floodplain Management with new language in conformance with the new State regulations. *No comments.*

**Articles 15 through 22 all read and received "No comments."**

With all articles having been read, and with no further comments to be heard, the Public Hearing was declared closed.

At this point in the meeting each article was voted on as follows:

**Article 2**

**Selectmen:** Motion was made by Selectman Douglass, seconded by Selectman Lyons, and it was unanimously

**VOTED** to have the Town vote to raise, appropriate and spend the sum of \$1,379,113 for Debt Service and to place Article 2 on the Town Warrant with a recommendation from the Board of Selectmen of "Ought to Pass."

**Finance Committee:** Motion was made by Finance Committee member Pelletier, seconded by Ms. Eaton, and it was unanimously

**VOTED** to make a recommendation from the Finance Committee to the Board of Selectmen on Article 2 of "Ought to Pass".

**Article 3**

**Selectmen:** Motion was made by Selectman Douglass, seconded by Selectman Lyons, and it was unanimously **VOTED**

That Article 3 comes from the Selectmen to place on the Town Warrant with a recommendation of "Ought to Pass."

A recess was taken to recalculate the figures as it was noted that a TIF figure (\$133,588) was not included in the original printout.

The Public Hearing was reopened to note the adjusted figure of \$2,947,402. There being no comments to be heard, the Public hearing was declared closed.

Motion was made by Selectman Douglas, seconded by Selectman Lyons, and it was unanimously **VOTED** that the Selectmen vote "Ought to Pass" on Article 3 To see what sum the Town will vote to spend for General Government under the accounts listed in the amount of \$2,947,402.

**Finance Committee:** Motion was made by Ms. Eaton, seconded by Mr. Stockford, and it was unanimously **VOTED** to move Article 3 to the Selectmen for inclusion in the Town Warrant in the amount of \$2,9497,402 with recommendation from the Finance Committee of "Ought to Pass."

#### **Article 4**

**Selectmen:** Motion was made by Selectman Douglass, seconded by Selectman Lyons and it was unanimously **VOTED** to move Article 4 To see what sum the Town will vote to spend for the Capital Projects Fund to the Town Warrant in the amount of \$849,500 with recommendation from the Selectmen of "Ought to Pass."

**Finance Committee:** Motion was made by Mr. Stockford, seconded by Ms. Eaton, and it was unanimously **VOTED** to move Article 4 to the Selectmen for inclusion in the Town Warrant in the amount of \$849,500 with recommendation from the Finance Committee of "Ought to Pass."

#### **Article 5**

**Selectmen:** Motion was made by Selectman Douglass, seconded by Selectman Lyons and it was unanimously **VOTED** to move Article 4, To see what sum the Town will vote to spend for Public Safety to the Town Warrant in the amount of \$2,332,302 with recommendation from the Selectmen of "Ought to Pass."

**Finance Committee:** Motion was made by Mr. Hutchinson, seconded by Mr. Pelletier, and it was unanimously **VOTED** to move Article 5 to the Selectmen for inclusion in the Town Warrant in the amount of \$2,332,302 with recommendation from the Finance Committee of "Ought to Pass."

#### **Article 6**

**Selectmen:** Motion was made by Selectman Douglass, seconded by Selectman Lyons and it was unanimously **VOTED** to move Article 6 To see what sum the Town will vote to spend for Public Works, Solid Waste, and Recycling to the Town Warrant in the amount of \$1,525,112 with recommendation from the Selectmen of "Ought to Pass."

**Finance Committee:** Motion was made by Mr. Pelletier, seconded by Mr. Hutchinson, and it was unanimously **VOTED** to move Article 6 to the Selectmen for inclusion in the Town Warrant in the amount of \$1,525,112 with recommendation from the Finance Committee of "Ought to Pass."

#### **Article 7**

**Selectmen:** Motion was made by Selectman Douglass, seconded by Selectman Lyons and it was unanimously **VOTED** to move Article 7 To see what sum the Town will vote to spend for Topsham Community Fund to the Town Warrant in the amount of \$10,000 with recommendation from the Selectmen of "Ought to Pass."

**Finance Committee:** Motion was made by Mr. Hutchinson, seconded by Ms. Eaton, and it was unanimously **VOTED** to move Article 7 to the Selectmen for inclusion in the Town Warrant in the amount of \$10,000 with recommendation from the Finance Committee of "Ought to Pass."

**Article 8**

**Selectmen:** Motion was made by Selectman Douglass, seconded by Selectman Lyons and it was unanimously **VOTED** to move Article 8 to the Town Warrant with recommendation from the Selectmen of "Ought to Pass."

**Finance Committee:** No action taken.

**Article 9**

**Selectmen:** Motion was made by Selectman Douglass, seconded by Selectman Lyons and it was unanimously **VOTED** to move Article 9 to the Town Warrant with no recommendation offered.

**Finance Committee:** Motion was made, seconded, and it was unanimously **VOTED** to move Article 9 to the Town Warrant with no recommendation from the Finance Committee.

**Article 10**

**Selectmen:** Motion was made by Selectman Douglass, seconded by Selectman Lyons, and it was unanimously **VOTED** to add Article to the Town Warrant with a recommendation from the Planning Board of "Ought to Pass".

**Finance Committee:** No action taken.

**Articles 11, 12, 14, 15**

**Selectmen:** Motion was made by Selectman Douglass, seconded by Selectman Lyons, and it was unanimously **VOTED** to move Articles 11, 12, 14, 15 to the Town Warrant with a recommendation from the Planning Board of "Ought to Pass".

Motion was made by Chairman Russell, seconded by Selectman Lyons, and it was unanimously **VOTED** to move Articles 11, 12, 14, 15 to the Town Warrant with a recommendation from the Selectmen of "Ought to Pass".

**Finance Committee:** No action taken.

**Articles 16 through 22**

Motion was made by Chairman Russell, seconded by Selectman Thompson, and it was unanimously **VOTED** to move Articles 16 through 22 to the Town Warrant with a recommendation from the Board of Selectmen of "Ought to Pass".

**ADJOURN** - With no further business to address, motion was made, seconded, and it was unanimously **VOTED** to adjourn the meeting at 7:50 p.m.

Respectfully submitted,

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Patty Williams, Recording Secretary