

TOWN OF TOPSHAM
BOARD OF SELECTMEN MEETING
JUNE 5, 2014 - 7:00 P.M.

MEMBERS PRESENT: Donald Russell
Marie Brilliant
David Douglass
Ronald Riendeau
William Thompson

MEMBER(S) ABSENT: All present

STAFF PRESENT: Town Manager, Richard Roedner; Economic and Community
Development Director, John Shattuck

A meeting of the Topsham Board of Selectmen was held on Thursday, June 5, 2014 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:

- Traffic on the Green Bridge will be reduced to a single lane heading into Brunswick on June 16.
- Mid-Coast Hunger and the United Baptist Church are joining forces and will be operating a free lunch program for kids up to the age of 18 beginning June 23rd and ending on August 22nd.
- A donation of \$150 was received towards the Topsham Heating Assistance Program from the Topsham Heights Association. Thanks were extended.
- There will be a Historic Walking Tour beginning at the old Town Hall on Elm Street on June 14th with rain date of June 21st. Cost will be \$2.00 in advance or \$5.00 on the day of the walk.
- Another tour is being planned by the Topsham Garden Club on June 28th of various gardens in Town. This will be a self-guided tour. Tickets are on sale at the Parks and Recreation Office at \$10.00 each.
- The summer brochure for Parks and Recreation is out and registration for all summer programs is open.
- The weekend of events (250th Celebration) of July 17 and 18 have been postponed to Columbus Day.
- This Tuesday coming up is Primary Day. Polls open at 7:00 a.m. at the fairgrounds.

Make Regular Calls into Manager's Office - Chairman Russell urged Board members to call into the Manager's office at least once a week to check if there is any business needing their attention, such as the signing of documents.

E-Mail From Supt. Of Schools - Chairman Russell read an e-mail from Superintendent of Schools Brad Smith to the Chief of Police thanking the department for the exceptional work they do with the schools and, especially, that of Officer Randy at the high school. (The e-mail is filed with these minutes.)

Letter From Topsham Heights Neighborhood Association - Chairman Russell read a letter to the Selectmen, Town Manager and Linda Dumont from the Topsham Heights Neighborhood Association donating \$150.00 to the Topsham Heating Assistance Fund and encouraging other organizations to do the same. (The letter is filed with these minutes.)

BOARD AND COMMITTEE REPORTS AND UPDATES

PUBLIC COMMENT - None noted.

CORRESPONDENCE - None noted.

ADJUSTMENTS TO THE AGENDA - None noted.

CONSENT CALENDAR

1. APPROVAL OF THE MINUTES OF THE REGULAR SELECTMENS MEETING OF MAY 1, 2014

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

VOTED

To approve the Consent Calendar as presented.

PUBLIC HEARING - None noted.

UNFINISHED BUSINESS - None noted.

OLD BUSINESS - None noted.

NEW BUSINESS

34-14 CONSIDERATION AND ANY APPROPRIATE ACTION FOR A CONTRACT WITH SMITH & ASSOCIATES TO CONDUCT THE 2014 FINANCIAL AUDIT

Signing of a contract with Smith & Associates to conduct the 2014 Financial Audit was briefly discussed. In consideration of various changes in the Town, i.e., new Town Manager, change in the Clerk's Office, the question was posed of whether consideration should be given to stepping up the audit to a higher level. The Town Manager agreed to

contact Smith & Associates to obtain cost estimates for a more thorough audit and to report back to the Board.

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

VOTED

To table Item 34-14 to the next meeting on June 19, 2014.

35-14 CONSIDERATION AND ANY APPROPRIATE ACTION ON APPOINTMENTS TO THE MCOG GENERAL ASSEMBLY AND MCEEDD GENERAL ASSEMBLY

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

VOTED

To appoint David Douglass and Donald Russell representing the Board of Selectmen; Marilyn Hunter representing a Citizen; Town Manager Richard Roedner, and Economic and Community Development (ECD) Director John Shattuck to the MCOG General Assembly and Town Manager Richard Roedner and ECD Director John Shattuck to the General Assembly of MCEEDD.

36-14 CONSIDERATION AND ANY APPROPRIATE ACTION ON WRITING OFF UNCOLLECTABLE TAXES

Town Manager Roedner told the Board we have been carrying unpaid taxes on multiple foreclosed parcels going back to the FY 01/02 tax year, that the Conservation Commission has recommended the Town retain for conservation or other purposes. Unless we choose to sell a parcel, we will not capture the back taxes, and by retaining them as 'unpaid', adds additional steps to each audit as they have to be accounted for. Recommendation was to write these taxes off as they are uncollectible.

Following a brief discussion, motion was made by Selectman Douglass, seconded by Selectman Thompson, and it was unanimously

VOTED

To write off all of the accounts listed in memo dated 5/15/14 as uncollectible. (The memo is filed with these minutes.)

EXECUTIVE SESSION

37-14 CONSIDERATION AND ANY APPROPRIATE ACTION TO ENTER INTO EXECUTIVE SESSION TO DELIBERATE OVER AN ABATEMENT PURSUANT TO 36 M.R.S.A. §841 AND TITLE 1 §405, 6. (F)

The regular meeting was closed and the Board entered into Executive Session at 7:20 p.m.

The Board came out of Executive Session at 7:37 p.m. and went back into the regular session.

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

VOTED

To table Agenda Item 37-14 until the June 19, 2014 meeting.

ADJOURNMENT

With no further business to address, the meeting was adjourned at 7:40 p.m.

Respectfully submitted,

Patty Williams, Recording Secretary