

MINUTES
TOWN OF TOPSHAM
BOARD OF SELECTMEN MEETING
DONALD A. RUSSELL MEETING ROOM
AUGUST 1, 2019 – 7:00 P.M

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

MEMBER(S) ABSENT: All present

STAFF PRESENT: Richard Roedner, Town Manager and Derek Scrapchansky

A meeting of the Topsham Board of Selectmen was held on Thursday August 1, 2019, in the Donald A. Russell Meeting Room, at the Municipal Building, 100 Main Street, Topsham, Maine.

CALL TO ORDER

Chairman Douglass called the regular 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

A reminder that the 2019 Topsham Fair is next week. The Fair opens on Tuesday, August 6 at 8:00 a.m. Harness racing, demolition derby, horse shows, cars, trucks, tractors, music, animals, rides and attractions await, along with fireworks!

Interested in what is going on with your Town government? Our website has a list of meetings at www.tosphammaine.com.

BOARD AND COMMITTEE REPORTS AND UPDATES

Update from Nick Saurez, Bowdoin College Upsilon Fellowship Program

Mr. Saurez presented an overview of the projects he worked on during his 10-week Summer Internship with the Planning Department, including:

- Transportation planning in Topsham
- Work on building new websites
- Organizing a Walking Tour
- Work on the Complete Streets Policy Draft
- Work on Neighborhoods Policy
- Economic Analysis
- Organized Easement Data
- Climate Action Plan
- Work on improving mapping projects

Presentation from the Topsham Solar Alternatives Group

Representatives from the Topsham Solar Alternatives Group (TSA) talked about the advantages of the Town becoming involved using solar energy. A leaflet was distributed “Helping Topsham be a better more affordable place to work and live through solar energy” was distributed. It was noted that solar prices have declined significantly and the larger the project, the lower the price. A starter project would need approximately 3 acres of land to benefit the Town.

Local business man Bob Garver told the Board there is very little risk involved and long-term gains for Topsham. Steve Pelletier added that positive savings would be realized within 6 to 7 years. Chairman Douglass agreed to add this item to the agenda for further discussion at a future meeting.

PUBLIC COMMENT – Selectman Lyons asked for consideration on the letter she received regarding speed on Jesse Road and about the parking situation. Chairman Douglass said he observed the traffic on Jesse Road and agreed vehicles were traveling greater than the 25 mph limit. The Board was in unanimous agreement to take the necessary action to lower the speed limit and put up appropriate signs.

CORRESPONDENCE –Patrick Schamel asked to speak to the Board regarding his property and the need to change his deed. The Board was in unanimous agreement to add Mr. Schamel’s request to be considered as Item 19-59

ADJUSTMENTS TO THE AGENDA –Motion was made by Selectman Tufts, seconded by Selectman Lyons and it was unanimously

VOTED

To add Agenda Item **19-58 CONSIDERATION AND ANY APPROPRIATE ACTION ON THE REGISTRATION LETTER FROM A MEMBER OF THE MSAD #75 SCHOOL BOARD OF DIRECTORS** to the agenda.

Motion was also made, seconded and unanimously

VOTED

To add Agenda Item **19-59 CONSIDERATION AND ANY APPROPRIATE ACTION ON SELLING A 50’X200’ PORTION OF TOWN-OWNED PROPERTY AT 26 RIVER ROAD TO THE ABUTTER**

CONSENT CALENDAR

1. Approval of the minutes of the Regular Selectmen's Meeting of July 18, 2019.

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

VOTED

To approve the minutes of the regular Selectmen's Meeting of July 18, 2019 as written.

PUBLIC HEARING – None noted.

UNFINISHED BUSINESS – None noted.

OLD BUSINESS – None noted.

NEW BUSINESS

19-55 CONSIDERATION AND ANY APPROPRIATE ACTION ON THE APPROVAL OF THE POLICE CRUISER BIDS WHICH WERE OPENED ON JULY 12, 2019 AT 10:05 A.M.

Police Chief Chris Lewis reviewed his memo to the Board dated July 24, 2019 saying the Police Department seeks permission to spend approved funds under the Capitol Account to purchase two police cruisers. Bids were received from Yankee Ford, Quirk Ford and Casco Bay Ford. Quirk Ford had the lowest bid price of \$62,832. Casco Bay Ford: \$63,700 and Yankee Ford: \$64,950. The bid process included the trading in of our last sedan style vehicle which is a Dodge Charger. Chief Lewis said the Department would like to purchase the cruisers from Quirk Ford with the lowest purchase price of \$62,832.

During discussion Chairman Douglass questioned why the department is not trading in the vehicle sitting in the parking lot.

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

VOTED

To award the bid to purchase two cruisers from Quirk Ford at the purchase price of \$62,832.

(The vote was 4 in favor with one opposed [Chairman Douglass].)

19-56 CONSIDERATION AND ANY APPROPRIATE ACTION ON ADOPTING A GRANT POLICY

Town Manager Roedner explained the need for adopting a Grant Policy. Currently, before applying for a grant, approval must come from the Board of Selectmen. Often times there is a short turn around from the time the notification of the grant comes in until it has to be completed and sent out. Under the new policy wording, grants with no local match could be applied for but not accepted until approved by the Board. Where a grant application will include a local match, either cash or in-kind, Board approval will still be required prior to submission.

Motion was made by Chairman Douglass, seconded by Selectman Tufts, and it was unanimously

VOTED

To approve the new Grant Policy as presented to b effective July 24, 2019.

19-59 CONSIDERATION AND ANY APPROPRIATE ACTION ON SELLING A 50'X200' PORTION OF TOWN-OWNED PROPERTY AT 26 RIVER ROAD TO THE ABUTTER

Patrick Schamel explained to the Board that when he purchased his property, he was not aware that there was a title problem. The property line goes through his fence and pool. He is currently selling his home and moving out of state and needs to address the problem before he can process the sale. The Town owns adjacent property, and Mr. Schamel is asking to purchase a 30' easement to recertify the problem.

Following discussion, motion was made by Chairman Douglass, seconded by Selectman Tufts and it was unanimously

VOTED

To authorize the Town Manager to enter into a Purchase/Sale agreement and sign the Sale Agreement and deed to transfer the property as discussed.

19-58 CONSIDERATION AND ANY APPROPRIATE ACTION ON THE REGISTRATION LETTER FROM A MEMBER OF THE MSAD #75 SCHOOL BOARD OF DIRECTORS

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

VOTED

To accept the letter of resignation from Jane Scease effective September 30, 2019 and appoint for the month of October until election date in November, Don Koslosky as representative.

EXECUTIVE SESSION

At 8:41 p.m., motion was made by Selectman Tufts, seconded by Selectman Lyons, and it was unanimously

VOTED

To move into Executive Session.

At 8:43, all Board members, plus Assistant Town Manager Scrapchansky and Town Manager Roedner entered the Executive Session.

19-57 CONSIDERATION AND ANY APPROPRIATE ACTION ON ENTERING INTO EXECUTIVE SESSION PURSUANT TO 1 M.R.S.A. §405 (6) (C) TO DISCUSS THE ACQUISITION OF REAL PROPERTY OR ECONOMIC DEVELOPMENT

The Board returned from Executive Session at 8:57 p.m. All members and staff were still present.

Chairman Douglass noted that the Town Manager was instructed to pursue the property discussion, based on the discussion in Executive Session.

Motion was made by Chairman Douglass, seconded by Selectman Tufts, and it was unanimously

VOTED

To adjourn the meeting at 8:58 p.m.

Respectfully submitted,

Patty Williams, Recording Secretary