

MINUTES  
TOWN OF TOPSHAM  
BOARD OF SELECTMEN MEETING  
AUGUST 17, 2017 - 7:00 p.m.

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MEMBERS PRESENT: Marie Brilliant  
Ruth Lyons  
William Thompson  
Roland Tufts

MEMBER(S) ABSENT: David Douglass

STAFF PRESENT: Richard Roedner, Town Manager

A meeting of the Topsham Board of Selectmen was held on Thursday, August 17, 2017 in the Donald A. Russell Meeting Room, at the Municipal Building, 100 Main Street, Topsham, Maine.

**CALL TO ORDER**

Vice Chairman Thompson 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, except for Mr. Douglass, who had been excused.

**TOWN MANAGER'S REPORT**

Nomination papers are now available at the Town Clerk's Office for the November election. There are two seats open on the Board of Selectmen and four on the School Board.

Reminder to all residents and business owners that Topsham's Comprehensive Plan Kick off Meeting and Event – Plan Your Topsham – will be held from October 19 until October 23, at the old Fire Station on Green Street. Over the course of these five days, there will be a series of structured events along with a long string of unstructured community gathering events, all intended to solicit information from the public in many different ways about the future of Topsham. There will be community meals, events for kids, food, topical sessions, eats, fun, activities, nourishment and probably lots of cookies. So mark your calendars, postpone your vacations and family weddings, to join in this important event in the future history of Topsham. For more information, check out the webpage, [www.topshammaine.com/compplan](http://www.topshammaine.com/compplan), or our facebook page, [planyourtopsham](https://www.facebook.com/planyourtopsham).

Topsham Police Department's K9 Jobe will receive a bullet and stab protective vest, thanks to a charitable donation from a non-profit organization – Vested Interest in K9's, Inc. K9 Jobe's vest is sponsored by HeatherFest fundraiser in 2016 hosted by Heather McKibben of Norton, Massachusetts and will be embroidered with the sentiment "Donated by HeatherFest in memory of Gertie O.". Delivery is expected with in 8 to 10 weeks.

The conation to provide one protective vest for a law enforcement K9 is \$1,050. Each vest has a value between \$1,795 and \$2,234 with a 5-year warranty. The vest weighs between 4 and 5 pounds. There is an estimated 30,000 law enforcement K9's throughout the United States.

Officer Lucas Shirland and K9 Jobe have been working hard over the past several months obtaining certification and training as a patrol team. Their next level of training will focus on drug searches which will expand our department's capabilities for investigating narcotics violations. A special bond has formed between this team as they not only work together, they also live together. Vested Interest in K9s, Inc. has provided an opportunity to protect our K9, while eliminating the financial impact to the Town's budget. The Topsham Police Department is grateful for the opportunity Vested Interest in K9s, Inc. has provided our agency with this grant award.

Sincere condolences are extended to the family and friends of Topsham employee Wayne Campbell who recently passed away. Wayne's funeral was last week, followed by a Celebration of Wayne's life with a lot of people attending.

**BOARDS AND COMMITTEE REPORTS** – Note noted.

**PUBLIC COMMENT** – Vice Chairman Thompson read aloud a memo to the Town Manager and Board of Selectmen dated August 17, 2017 from Alison Hawkes of 19 Main Street. The memo read as follows:

*"Topsham Selectmen,  
I was hoping to address the board in person. It seems we have many conflicting meeting nights. I have a School Board Policy meeting tonight as well.*

*I wanted to address the parking in front of my building (19 Main St.) and my neighbor at Michaud's Market. Jim and I were seeking for the board to deem these 3-4 spots as timed parking, preferably 15 minutes. These spots have become long term for many. My other neighbor that has a huge parking lot will consistently have employees park there all day. It's a huge burden to Michaud's that relies on quick, easy parking, especially with many elderly customers. I haven't had a tenant downstairs and the biggest deterrent is the parking. They used to be marked. And winter time is a nightmare as well because the plows leave snow banks in front of buildings, to be taken care of by us.*

*Honestly, I would be happy if the spots could be used by many and not monopolized by a few. We all have businesses we are trying to keep afloat.*

*Please let me know how we can help move this forward!*

*Thank you very much for your time.*

*Sincerely,  
Alison Hawkes  
19 Main Street"*

The Town Manager said the parking stalls have not been marked since DEP resurfaced the road. He said there are actually only two spaces – one in front of each building. He will see that they are repainted.

**CORRESPONDENCE** – None noted.

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

**CONSENT CALENDAR**

**1. Approval of the minutes of the Regular Selectmen's Meeting of August 3, 2017**

Motion was made by Selectman Tufts, seconded by Selectman Brilliant, and it was

**VOTED**

To approve the minutes of the Regular Selectmen's Meeting of August 3, 2017, as written.  
(The vote was 3-0 with one abstention (Selectman Lyons))

**PUBLIC HEARING** – None noted.

**UNFINISHED BUSINESS** – None noted.

**OLD BUSINESS** - None noted.

**NEW BUSINESS**

**17-71 CONSIDERATION AND ANY APPROPRIATE ACTION TO APPROVE THE PURCHASE OF A NEW PICKUP TRUCK FOR THE TOPSHAM PUBLIC WORKS**

Public Works Director Dennis Cox spoke to this item saying the bid package was sent to five dealers and only one response came back from O'Connor Auto Park in Augusta. Mr. Cox said the bid meets requested specifications and he recommended the purchase from O'Connor.

Following discussion, motion was made by Selectman Tufts, seconded by Selectman Lyons, and it was unanimously (of those present)

**VOTED**

To approve the purchase of a 2017 GMC Sierra Pickup for the Topsham Public Works from O'Connor Auto Park, amount not to exceed \$34,790.

**17-72 CONSIDERATION AND ANY APPROPRIATE ACTION TO APPROVE THE PURCHASE OF A NEW SIDEWALK PLOW FOR THE TOPSHAM PUBLIC WORKS**

Public Works Director Dennis Cox recommended the purchase of a 2017 Trackless MT7 sidewalk plow from H.P. Fairfield for \$134,700, including a snow blower. Mr. Cox said \$140,000 was budgeted for this purchase. It was noted that the bid meets required specifications. Only one bid was received because of the specifications where a "Trackless" brand was requested to be able to use existing parts on the new unit.

Motion was made by Selectman Tufts, seconded by Selectman Lyons, and it was unanimously (of those present)

**VOTED**

To approve the purchase of a new sidewalk plow for the Public Works Department, cost not to exceed \$134,700.

**17-73 CONSIDERATION AND ANY APPROPRIATE ACTION TO APPROVE THE BID AND PURCHASE OF A ONE-TON PICKUP TRUCK TO REPLACE THE 1994 BRUSH TRUCK FOR THE TOPSHAM FIRE DEPARTMENT**

EMS Director and Acting Fire Chief Mike Labbe spoke to this item saying bid requests went out to six vendors and only one responded – O’Connor GMC. Mr. Labbe recommended the purchase of the one-ton pickup truck from O’Connor for \$31,009. He said the remaining funds from the budget line (\$13,991) will be used to finish outfitting the truck, including lettering, light bar replacement, front brush guard, rear guard protection and a front hitch. The remaining work is estimated to be approximately \$6,000, and will be done locally.

Motion was made by Selectman Tufts, seconded by Selectman Lyons, and it was unanimously (of those present)

**VOTED**

To approve the purchase of a brush truck from O’Connor CMG in the amount of \$31,009, with a portion of the remaining funds from the budget to be used to outfit the truck.

**17-74 CONSIDERATION AND ANY APPROPRIATE ACTION ON THE APPOINTMENT OF DWIGHT BALSER TO THE TOPSHAM SEWER DISTRICT**

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

**VOTED**

To appoint Dwight Balsler to the Topsham Sewer District for the balance of the unexpired term.

**EXECUTIVE SESSION** – None noted.

**ADJOURNMENT**

Motion was made, seconded, and it was unanimously (of those present)

**VOTED**

To adjourn the meeting at 7:20 p.m.

Respectfully submitted,

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Patty Williams, Recording Secretary