

MINUTES
TOWN OF TOPSHAM
BOARD OF SELECTMEN MEETING
AUGUST 2, 2012, 7:00 P.M.

MEMBERS PRESENT: Donald Russell
Marie Brilliant
David Douglass
Andrew Mason
Ronald Riendeau

MEMBERS ABSENT: All present

STAFF PRESENT: Town Manager, Cornell Knight

A meeting of the Topsham, Maine Board of Selectmen was held on Thursday, August 2, 2012 at the Municipal Building at 100 Main Street, Topsham, Maine.

CALL TO ORDER

Chairman Russell called the 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

The Town Manager's Report included:

- The Public Works Department will be working on Wilson Street. Milling will be done next week and then the crews will adjust the manhole and storm drains in preparation for final paving the following week.
- The Riverwalk license agreement with FPL was approved. The bids for that project will be considered at the next Selectmen's meeting on August 16th.
- The Planning Board will hold a Workshop on the new Sign Ordinance on Tuesday, August 7, 2012 at 7:00 p.m.
- Nomination papers for one position on the Board of Selectmen and one position on the SAD 75 Board will be available August 13th through September 21st. They must be returned to the town office by September 21st.

BOARD AND COMMITTEE REPORTS AND UPDATES

JORDAN SMITH - The Town Planner introduced Jordan Smith, the Summer Intern working at the Town Office under a 10-week program. Ms. Smith is a junior at Bowdoin College. She reviewed the two programs she is working on: 1) Organizing a grant with the Androscoggin Soil

& Conservation, doing a Barrier Survey at the Topsham Fair Mall; and 2) and a grant for the Little River Watershed Shed Fish Barrier.

TDI/ECD - John Shattuck, ECD Director and TDI Board member gave a presentation on the TDI funding of the Lower Village Traffic Study. Mr. Shattuck said TDI has voted to do the study which will cost between \$8,000 and \$10,000. The Traffic Study is scheduled to begin around Labor Day and will be completed before the end of the year. It is anticipated that it will take from 1 to 3 years for landowners involved to complete necessary paperwork. A written report is filed with these minutes.

PUBLIC COMMENT - None noted.

CORRESPONDENCE - None noted.

ADJUSTMENTS TO THE AGENDA - None noted.

CONSENT CALENDAR

1. APPROVAL OF THE MINUTES OF THE REGULAR SELECTMEN MEETING OF JULY 19, 2012

Motion was made by Mr. Douglass, seconded by Mr. Riendeau, and it was unanimously

VOTED

To approve the minutes of the July 19, 2012 meeting as written.

PUBLIC HEARING - None noted.

UNFINISHED BUSINESS - None Noted.

OLD BUSINESS - None Noted.

NEW BUSINESS

84-12 CONSIDERATION AND ANY APPROPRIATE ACTION ON WRITING OFF UNCOLLECTABLE APPLICATION FEE ACCOUNT IN THE PLANNING DEPARTMENT

Following an explanation from Town Planner Richard Roedner, motion was made by Mr. Douglass, seconded by Mr. Mason and it was unanimously

VOTED

To write off the uncollectible accounts from the Planning Department as listed in the memorandum from the Planning Director to the Town Manager and Selectmen dated July 25, 2012.

85-12 CONSIDERATION AND ANY APPROPRIATE ACTION ON ISSUING A QUIT CLAIM DEED TO RHONDA WHORFF FOR PAYMENT OF TAXES AND INTEREST ON 2009 LIEN

Following an explanation from Town Manager, motion was made by Mr. Douglass, seconded by Mr. Mason and it was unanimously

VOTED

To issue a Quit Claim Deed to Rhonda Whorff for payment of taxes and interest on a 2009 lien.

86-12 CONSIDERATION AND ANY APPROPRIATE ACTION ON NEW/ CONTINUING APPOINTMENTS ON BOARDS/COMMITTEES

Following an explanation from Town Planner Richard Roedner, motion was made by Mr. Douglass, seconded by Mr. Mason and it was unanimously

VOTED

To write off the uncollectible accounts from the Planning Department as listed in the memorandum from the Planning Director to the Town Manager and Selectmen dated July 25, 2012.

Motion was made by Mr. Russell, seconded by Mr. Mason and it was unanimously

VOTED

To appoint Ed Mendes to the Historic District Board, Jane Belanye to the Route 196 Corridor Study Committee and Chris Wasileski to the Topsham Development, Inc. Board.

87-12 CONSIDERATION AND ANY APPROPRIATE ACTION ON THE REQUEST FROM SELECTMAN DOUGLASS TO SET UP A WORKSHOP AS DESCRIBED IN #43 IN THE RULES OF ORDER FOR TOPSHAM BOARD OF MUNICIPAL OFFICERS

Selectmen Douglass said he has been on the Board for approximately 9 months and, initially, he received quite a bit of information on how being on the Board of Selectmen works. However, over the past 6 weeks or so he feels he hasn't been kept up to date on a few happenings concerning business he should be involved with as an elected official. He, therefore, is requesting a workshop as described in Item #43 of the Rules of Order for the Topsham Board of Municipal Officers.

Following a brief discussion the Board reached a consensus to instruct the Town Manager to schedule a workshop on a date and time that all Selectmen can be present. Mr. Knight said he

will issue a memo with dates for the Selectmen to respond to and a meeting date and time will be announced.

EXECUTIVE SESSION

88-12 CONSIDERATION AND ANY APPROPRIATE ACTION ON ENTERING EXECUTIVE SESSION PURSUANT TO M.R.S.A. §405 (6) (A)

Motion was made by Mr. Mason, seconded by Mr. Riendeau, and it was unanimously

VOTED

To enter into Executive Session at approximately 7:25 p.m.

The Board moved from the public meeting area to the private area to hold the Executive Session.

At 8:05 p.m. the Board moved back to the public meeting area.

Motion was made by Mr. Riendeau, seconded by Mr. Mason, and it was unanimously

VOTED

To offer a 2.5% raise to non-union employees in exchange for changing to Plan C Health Coverage.

ADJOURN

Motion was made, seconded and it was unanimously VOTED to adjourn the meeting at 8:10 p.m.

Respectfully submitted,

Patty Williams, Recording Secretary