

MINUTES
TOWN OF TOPSHAM
BOARD OF SELECTMEN MEETING
HELD VIA ZOOM FROM INDIVIDUAL RESIDENCES
AUGUST 6, 2020 – 6:30 P.M.

MEMBERS PRESENT: David Douglass
Marie Brilliant
Ruth Lyons
Matt Nixon
Roland Tufts

MEMBER(S) ABSENT: All present

STAFF PRESENT: Derek Scrapchansky, Town Manager

A meeting of the Topsham Board of Selectmen was held on Thursday, August 6, 2020, with individuals joining the meeting from their residences via Zoom.

CALL TO ORDER

Chairman Douglass called the regular meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE/ROLL CALL

Everyone was invited to stand and recited 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

Good Evening,

I would first like to thank the residents of Topsham who participated in the Town's first ever drive-in Town meeting. The support from the Board of Selectmen and the combined effort from all Town departments resulted in a very successful event.

On July 23rd, we applied for the Keep Maine Healthy 2020 Municipal COVID-19 Grant – Part 2. Our expense estimate included wages, maintenance, minor repairs, and materials/supplies. These anticipated expenses are intended to support COVID19 public education, physical distancing, public health support, and local business assistance.

The Clerk's office is taking applications for absentee ballot requests. They are available by phone, mail, or in-person. The online request site is currently being updated and will be available mid-August. Also, nomination papers are available in the Clerk's Office for Board of Selectmen and School Board Member seats.

The Parks and Recreation Department is currently assessing Fall Programming and will have a plan after August 24th. They are watching school re-opening plans, high school athletic teams' status, and COVID19 statistics in the area. Facilities are open for activities adhering to social distancing recommendations.

Mark Waltz, our new Assistant Town Manager, will start on August 24th. Mark is very talented and brings a tremendous passion and dedication to the Topsham community. We are excited to have Mark on our team and looking forward to his arrival.

And lastly, I would like to extend my thanks to Chairman David Douglass, for volunteering his time and resources to cleaning and restoring the monuments at the Municipal Complex. Your selfless commitment to the Town and the community is very much appreciated.

Thank you and have a good night.

Derek Scrapchansky

Town Manager

BOARD AND COMMITTEE REPORTS AND UPDATES – None noted.

CORRESPONDENCE – Information was included on the agenda informing citizens who wished to offer comments or questions as follows: *“If you have any comments/questions on an agenda topic, email them to infor@topshammaine.com by Tuesday, the week of the meeting. Please include your full name and address in the email. Emails will be reviewed and addressed during the meeting which will be televised on Channel 3 and also on U-Tube.”*

Chairman Douglass noted correspondence received by all members of the Board from SAD #75. The correspondence talked about the Town's commitment to SAD #75. Each month the Town pays \$927,100 to SAD #75. If the interest payments have to be waived, it would mean the citizens are not paying their taxes. 63% of everybody's tax bill goes away from the Town. 54% goes to the schools, 9% goes to the county.

Selectman Lyons said it was very nice to see everyone in person at the Town Meeting. See added that it was good to be able to hold the meetings via Zoom, but so much nicer to see everyone in person.

ADJUSTMENTS TO THE AGENDA – At this time the Board will be taking phone calls for any comments/questions on this agenda at 373-5090. Please give your name, address and brief comment/question. No one from members of the public called in.

CONSENT CALENDAR

1. Approval of the minutes of the Regular Selectmen’s meeting of July 16, 2020.

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

VOTED

To approve the minutes of the July 16, 2020 Board of Selectmen’s meeting as written.

PUBLIC HEARING – None noted.

UNFINISHED BUSINESS – None noted.

OLD BUSINESS – None noted.

NEW BUSINESS

20-50 CONSIDERATION AND ANY APPROPRIATE ACTION ON PARTICIPATION IN THE MMA WORKERS’ COMPENSATION SAFETY INCENTIVE PROGRAM

The Town Manager said the Town was enrolled in the Maine Municipal Association Workers’ Compensation Program and that the program has had a name change. He said the program helps reduce injuries in the workplace by implementing best practices, offering assistance to participants and earning credits on our annual contribution. The programs, based on three levels, are voluntary and include written programs requiring training in each department, records, maintenance, facility inspections, etc.

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

VOTED

To move forward with the MMA Workers’ Compensation Safety Incentive Program and to sign the Resolve Form.

20-51 CONSIDERATION AND ANY APPROPRIATE ACTION ON THE RE-APPOINTMENT OF STEVE PELLETIER AND RAIJUA SUOMELA TO THE CONSERVATION COMMISSION

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

VOTED

To reappoint Steve Pelletier and Raijua Suomela to the Conservation Commission.

EXECUTIVE SESSION

20-52 CONSIDERATION AND ANY APPROPRIATE ACTION TO ENTER INTO EXECUTIVE SESSION PURSUANT TO 1.M.R.S.A. § 405 (6) (A) TO DISCUSS PERSONNEL MATTERS

Motion was made by Chairman Douglass, seconded by Selectman Lyons to move into Executive Session at 7:52 p.m. Those in attendance were the Town Manager, David Douglass, Marie Brilliant, Ruth Lyons, Matt Nixon and Roland Tufts.

The Board moved out of Executive Session and back to regular session at 8:07 p.m.

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

VOTED

To approve The Town Manager's job offer to an Assistant Town Manager and Finance Director.

ADJOURNMENT

Motion was made by Chairman Douglass, seconded by Selectman Tufts, and it was unanimously **VOTED** To adjourn the meeting at 8:08 p.m.

Respectfully submitted,

Patty Williams, Recording Secretary