

TOWN OF TOPSHAM
BOARD OF SELECTMEN MEETING
September 1, 2016 - 7:00 P.M.

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

MEMBER(S) ABSENT: All present

STAFF PRESENT: Town Manager, Richard Roedner

A meeting of the Topsham Board of Selectmen was held on Thursday, September 1, 2016, in the Donald A. Russell Meeting Room, at the Municipal Building, 100 Main Street, Topsham, Maine.

CALL TO ORDER

Chairman Douglass 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

Maine DOT has announced a closure of Meadow Road in Bowdoin this next week, the 6th thru the 9th, for culvert replacement. So, if you travel that way, be aware of this closure.

We are still accepting applications for people interested in being on our Comprehensive Plan Committee. If you are interested, or if you have questions, contact our Planning Director, Rod Melanson, at 725-1724.

Work is well underway on the Bike Path that will connect Main Street and Community Drive. Again, we are asking residents to stay off of the trails in this area to avoid the construction zones. The work is anticipated to be completed by November.

As a reminder, nomination papers are available for one school board seat and two seats on the Board of Selectmen. They are due back to the Clerk's office by September 26.

As you will recall, Town Meeting adopted a budget this past May that included a hike in our mil rate, estimated at \$.60 at the time. However, in finalizing our valuations, our Assessor noted that market conditions have raised property values nearly across the Board. So in an effort to maintain the quality of our assessment, values have been adjusted. The resulting mil rate increase will be \$.03, for a new mil rate of \$17.99. The Tax Bills are at the printer and should be out in the mail early next week. The first half due date is October 17, and the second half due date will be April 18.

BOARD AND COMMITTEE REPORTS AND UPDATES – None noted.

PUBLIC COMMENT – None noted.

CORRESPONDENCE – Chairman Douglass noted the receipt of two pieces of correspondence. One, from Colin Fay, 202 Meadow Road, expressing concern with the speed of travel on the Meadow Road and the other from the US Board of Geographic Names dated 8/11/16. The letter announced that both “Big Eddy” and “Little Eddy” ponds have now been officially added to the official records and are named “Topsham Ponds.” (Both letters are filed with these minutes.)

ADJUSTMENTS TO THE AGENDA - None noted.

CONSENT CALENDAR

1. Approval of the minutes of the Regular Selectmen Meeting of August 18, 2016

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

VOTED

To approve the minutes of the August 18, 2016 meeting as written.

PUBLIC HEARING - None noted.

UNFINISHED BUSINESS - None noted.

OLD BUSINESS - None noted.

NEW BUSINESS

16-85 CONSIDERATION AND ANY APPROPRIATE ACTION ON APPROVING THE RENTAL CONTRACT WITH MIDCOAST MAINE COMMUNITY ACTION FOR USE OF PEJEPSCOT SCHOOL FOR PEJEPSCOT HEADSTART

Pam LeDuc, Parks and Recreation Director, spoke to this item saying that since the Town acquired the Pejepscot School, the contract has been renewed two times. MidCoast Maine Community Action (MMCA) is interested in renewing the contract again and the cost remains at \$4,000 a year. Ms. LeDuc said MMCA pays for heating, cleaning and any necessary upgrades.

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

VOTED

To authorize the Town Manager to approve the rental contract with MidCoast Maine Community Action for use of the Pejepscot School for Pejepscot Headstart.

16-86 CONSIDERATION AND ANY APPROPRIATE ACTION ON REVIEWING BID PRICING FOR A NEW AMBULANCE

16-87 CONSIDERATION AND ANY APPROPRIATE ACTION ON REVIEWING BID PRICING FOR NEW FIRE ENGINE

The Board was in unanimous agreement to address Agenda Items 16-86 and 16-87 together. Both Fire Chief Brian Stockdale and Deputy Chief/EMS Director Mike Labbe were present to speak to the items.

Fire Chief Stockdale reviewed his letter of August 24, 2016 to the Board with a recommendation for the fire engine and ambulance purchase. He reviewed the process the Town went through at Town Meeting to approve \$810,000 (\$590,000 for the fire engine replacement and \$220,000 for the ambulance replacement). A government purchasing system (HGACBuy – Helping Governments Across the Country Buy) was utilized to keep the cost of these purchases as low as possible and Chief Stockdale explained how the program worked. Chief Stockdale recommended both the fire engine and ambulance be purchased through Greenwood Emergency Vehicles. He said that Greenwood offers service locally (Brunswick) and that the ability to service the vehicles is of utmost importance. Greenwood currently services all Topsham's apparatus and has provided top-notch service and response. The other service centers responding to the bid are in Massachusetts, Connecticut and Rhode Island. Warranty work can be completed at Greenwood in Brunswick for both vehicles. Chief Stockdale said Greenwood is offering a pre-payment option which would save \$9,000 and includes a 100% performance bond. The pre-payment amount would be the cost of the engine (\$559,534., making the total cost of the project \$770,534, which is \$39,466 below the appropriated amount.

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

VOTED

To approve the bid for a new ambulance in the amount of \$220,000.

Following a brief discussion, motion was made by Selectman Tufts, seconded by Selectman Lyons, and it was unanimously

VOTED

To readjust the previous motion to now read: "To approve the bid for a new ambulance in the amount of **up to \$220,000.**"

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

VOTED

To approve the acceptance of the bid for the purchase of a new fire engine in the amount of up to \$559,534.

EXECUTIVE SESSION

At 7:40 p.m., motion was made Selectman Tufts, seconded by Selectman Lyons, and it was unanimously

VOTED

To enter into Executive Session to discuss agenda item 16-88. (All Board members and the Town Manager were present for the Executive Session.)

16-88 CONSIDERATION AND ANY APPROPRIATE ACTION TO ENTER INTO EXECUTIVE SESSION TO DISCUSS A PERSONNEL MATTER PURSUANT TO 1 M.R.S.A. §405 (6) (A)

The Board returned from Executive Session back into regular session at 9:00 p.m. with all members and the Town Manager present.

Chairman Douglass announced that there would be no action taken on the discussions at this time.

ADJOURN

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

VOTED

To adjourn the meeting at 9:01 p.m.

Respectfully submitted,

Patty Williams, Recording Secretary