

**6:00pm Workshop with Western Maine Transportation
7:00PM Board of Selectmen Meeting
Topsham Municipal Building
Donald A. Russell Meeting Room
April 5, 2018**

Pledge of Allegiance –

Roll Call of Board Members –

Town Manager's Report –

Board and Committee Reports and Updates-

Public Comment –

Correspondence –

Adjustments to the Agenda –

Consent Calendar –

1. Approval of the minutes of the Regular Selectmen meeting 03-15-2018.
2. Approval to appoint Election Clerks for the period of May 1, 2018 through May 1, 2020.

Public Hearing –

Unfinished Business –

Old Business –

New Business –

18-25- Consideration and any appropriate action on approval of highway line painting by Lucas Striping.

18-26- Consideration and any appropriate action on the ordinances update from the Planning Board for the Special Town Meeting, May 16, 2018.

18-27 – Consideration and any appropriate action on authorizing the Director of Parks and Recreation to name a field at the Foreside Recreational Facility.

Executive Session-

Any public member desiring to address the Board shall be recognized by the Chair, shall state name and address for the record, and shall limit remarks to the question under discussion. All remarks and questions addressed to the administration of Town shall be addressed to the Town Manager or the Board of Municipal Officers through the Chair and not to any municipal town employee. No person other than members of the Board and the person having the floor shall enter into any discussion either directly or through a member of the Board without the permission of the presiding officer.

Public members attending Board Meetings also shall observe the same rules of propriety, decorum, and good conduct applicable to the members of the Board. Any person making personal impertinent and slanderous remarks, or who becomes boisterous while addressing the Board or those attending the Board meeting shall be removed from the room if so directed by the presiding officer. Aggravated cases shall be prosecuted on appropriate complaint signed by the presiding officer. In case the presiding officer should fail to act, any member of the Board may move to require the Chair to act to enforce the rules, and the affirmative vote of the Board shall require the presiding officer to act. 05/29/2003

Board of Selectmen Meeting

For the date of: 04/05/2018

Type of Item:

- Board or Committee Presentation
- Consent Agenda Item
- Public Hearing
- Unfinished Business
- Old Business
- New Business
- Executive Session
- Workshop

Type of Submission:

- Regular Submission
- Additional Agenda Item
- Additional Information

Agenda Number 1

(If this is unfinished business, please remember to research and enter the original agenda number above. For regular agenda items, the secretary will assign a number.)

Brief Title of consent or Agenda Item: Approval of the minutes of the regular Selectmen meeting 03-15-2018.

Brief Description of Consent or Agenda Item: see attached

Submitted by Rich Roedner, Town Manager

Date: 03/19/2018

MINUTES
TOWN OF TOPSHAM
BOARD OF SELECTMEN MEETING
MARCH 15, 2018 - 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

A meeting of the Topsham Board of Selectmen was held on Thursday, March 15, 2018 in the Donald A. Russell Meeting Room, at the Municipal Building, 100 Main Street, Topsham, Maine. (The Board held a Budget Workshop which began at 6:00 p.m.)

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

Our budget process is ongoing. The Finance Committee is meeting tomorrow evening at 5:30 p.m. here at Town Hall to continue its deliberation on the proposed FY19 budget. Next Wednesday the Board and the Finance Committee will meet at 6:00 p.m. to review the two budget proposals with an eye toward reconciling any differences. A Public Hearing will be held on April 12 at 6:00 p.m. to accept comments on the proposed budget.

BOARDS AND COMMITTEE REPORTS AND UPDATES – TDI/ECD John Shattuck, Economic and Community Development Director, began his presentation by announcing Maine's 198th Birthday before reporting on the following:

Business Retention, Expansion and Attraction

- Industrial Zone Adjustments:
Presentation was given to the February 6 Planning Board meeting. Changes will build upon concepts outlined in the 2005-2008 Comprehensive Plan and the 2013 196 Corridor Plan. If adopted, the changes would enable the relocation of Crooker to the quarry area on the River Road. Relocation would include a new road that would remove all Crooker traffic from the River Road. Possible changes will come before the Planning Board with all reviews done in a public process.

Lower Village Development Committee (LVDC)

- Tom Errico's traffic study says restoring two-way traffic to Elm Street Ext. (ESE) is feasible.
- Staff is developing an RFP for construction and design plans to rebuild ESE for two-way traffic. Funding for these plans are included in this year's budget (FY18).
- It is anticipated that an RFP will be ready for the Board of Selectmen to review in the near future.

Design Advisory Committee (DAC)

- Images from DAC's Preliminary Report on Design Recommendations recently displayed at both the Topsham and Brunswick libraries received a very positive feedback.
- DAC met last night (Wednesday, March 14th) to finalize its Preliminary Report.
- MDOT has indicated that the Federal Highway Administration (FHWA) expects a final repair/replace decision on the bridge in June.
- There will be a final FHWA-MDOT public bridge meeting on Wednesday, March 28, 2018 at 6:00 p.m. at Mt. Ararat High School in the Commons.

PUBLIC COMMENT – None noted.

CORRESPONDENCE – Chairman Douglass said he received a telephone call asking if Topsham's Board would consider meeting with the Lisbon Town Council to talk about the future of the vacant Celotex property adjacent to both the Lisbon and Topsham town lines. When Celotex vacated the property they left some debris on the lot which could pose a safety problem. Following discussion, the Board was in agreement that the Town Manager should talk to Lisbon's Town Manager and set up a time for a meeting prior to our Town Meeting. Mr. Roedner will report back to the Board.

BROOKFIELD CONCERN

Mr. Roedner said he talked with John Eldrich, Brunswick's Town Manager, regarding Brookfield's concern with water safety issues. Mr. Eldrich said that swimming is not an issue on the Brunswick side so they are not doing anything in the line of an ordinance, etc. Mr. Roedner also spoke with the Brookfield representative who suggested that the draft ordinance regarding limits on swimming can be added to the warrant for Town Meeting if we want to regulate swimming. Chairman Douglass suggested the Town Manager call Mr. Eldrich and remind him that the boat access is on his side as they use their air boat for rescues and they may want to rethink their stance.

ADJUSTMENTS TO THE AGENDA – None noted.

CONSENT CALENDAR

1. Approval of the minutes of the Regular Selectmen's Meeting of 3/1/18.

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

VOTED

To approve the minutes of the Regular Selectmen's Meeting of March 1, 2018, as written.

PUBLIC HEARING – None noted.

OLD BUSINESS - None noted.

NEW BUSINESS

18-19 CONSIDERATION AND ANY APPROPRIATE ACTION CONFIRMING THE APPOINTMENT OF THE FIRE CHIEF

Town Manager Roedner reviewed his memo to the Board dated March 7, 2018 regarding the appointment of a Fire Chief. He said we recently advertised to fill the position of Fire Chief which has been vacant since Chief Stockdale resigned this past summer. Following receipt of applications, a staff committee was appointed, including an outside Fire Chief, to review the applications and to select candidates for interviewing. The committee interviewed five candidates and reported back to Mr. Roedner with their top candidate. Mr. Roedner interviewed Christopher McLaughlin, Deputy Fire Chief for West Gardiner, former Chief in West Gardiner and a full-time fire fighter for the City of Augusta. Mr. Roedner said he was impressed with Mr. McLaughlin's background, both hands-on experience, as well as his educational background. Mr. Roedner asked for the Board's endorsement of Christopher McLaughlin as Topsham's next Fire Chief.

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

VOTED

To confirm the appointment of Christopher McLaughlin as Fire Chief for the Town of Topsham.

Mr. McLaughlin gave an acceptance speech and signed an Employment Acceptance Form. His first day on the job will be April 2, 2018. Acting Fire Chief Mike Labbe presented the new Chief with a T-Shirt, hat, shield and a key to the Fire Station.

18-20 CONSIDERATION AND ANY APPROPRIATE ACTION ON ADOPTING A GIFT ACCEPTANCE POLICY

The Town Manager said the Town was recently offered several paintings as gifts, which raised the issue that the Town does not have any guidelines for accepting gifts. Most often our gifts are monetary and geared toward a specific use such as the fuel fund, community chest, K9 vests, etc.

A couple of gift policies were included in the Board package for the Board to review and a discussion ensued. The Board was in agreement that they liked the policy the library has on file and asked the Town Manager to tweak a policy to be fitting to the Town, including comments made at the meeting, and to put same on a future agenda for consideration.

18-21 CONSIDERATION AND ANY APPROPRIATE ACTION ON INSTALING TIMED PARKING FOR TWO PARKING SPACES ON MAIN STREET

The Town received a request from Alison Hawkes, owner of 19 Main Street (across Thompson Lane from Michaud's Market) about limiting parking for the two spaces in front of the two businesses to 15 minutes. She and the Michaud's have noticed that people frequently park in one or both of those spaces for extended periods of time, interfering with the flow of customers. Mr. Roedner's memo dated March 7, 2018, and filed with these minutes, says Chapter 210 of the BOARD OF SELECTMEN MINUTES
March 15, 2018

Town Code spells out the authority the Board has to amend the ordinance, including limited parking. During discussion by the Board it was noted that the Police Department does not have the capacity to monitor times parking, resulting in very limited enforcement. An informal inventory of public and private parking in the Lower Village was included in the Board package and this was reviewed. It was noted a couple of parking spaces will become available with the proposed changes to Winter Street. One thought was mentioned that people who go into Michaud's Market for lunch need to be parked for longer than 15 minutes and signs stating "Customer Parking Only" were suggested.

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

VOTED

That signage be implemented at the two parking spaces near Michaud's Market and 19 Main Street to say "Customer Parking Only."

The vote was 4 in favor and 1 opposed (Chairman Douglass).

18-22 CONSIDERATION AND ANY APPROPRIATE ACTION ON ADOPTING A BOARD POLICY IDENTIFYING A BOARD SPOKESPERSON

The Town Manager said at the last meeting of the Board, Selectman Thompson posed the question of who should speak for the Board during a crisis event or emergency situation. Mr. Roedner said if he declared an emergency, the emergency responders would set aside general policies for the duration of the emergency. This would allow for required overtime and things of that nature. He added that there is training available for elected officials as Public Information Officers, and their roles during emergency situations.

Mr. Roedner suggested the following "Board of Selectman Policy on Emergency Spokesperson."

1. When an emergency has been declared by the Town Manager, the Board of Selectmen shall be represented by the Chairman of the Board in all public statements.
2. Questions or requests for information directed to the Board shall be addressed by the Chair, or by whosoever the Chair designates to respond.
3. When the Chairperson is unavailable, the Vice Chair shall become the official spokesperson for the Board.

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

VOTED

To adopt the proposed policy identifying a Board spokesperson as outlined in the Town Manager's Memo to the Board dated March 6, 2018.

18-23 CONSIDERATION AND ANY APPROPRIATE ACTION ON DECLARING VACANCIES ON THE COMPREHENSIVE PLAN COMMITTEE AND FINANCE COMMITTEE, DUE TO MEMBERS MISSING MORE THAN THREE CONSECUTIVE MEETINGS

It was noted that Town Code, Section 6-17, says that when a member of a standing committee has three or more consecutive unexcused absences from committee meetings, then a vacancy

occurs. The Town Manager noted that one member of the Finance Committee has missed at least five scheduled meetings since February. Based on the Code, that position is now vacant. Mr. Roedner asked the Board to confirm that the position is vacant and then solicit applications from residents to fill that position.

The Comprehensive Plan Committee is not a standing committee, but has a member who has not attended a meeting since October, and has not responded to repeated attempts to find out what is happening. The Board has the authority to declare this position vacant as well and seek a new member to the Comp Plan Committee.

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

VOTED

To declare two vacancies on the Comprehensive Plan Committee and one position on the Finance Committee due to members missing more than three consecutive meetings.

18-24 CONSIDERATION AND ANY APPROPRIATE ACTION ON WRITING OFF STALE PAST DUE ACCOUNTS

The Town Manager gave the Board a list of personal property accounts that have not been paid back to 2004 to 2014. He said each year the town ends up with certain non-real estate accounts that go uncollected. Over time, monitoring them becomes a difficult task, and eventually the auditors write them off the books, either in total or partially. Back in 2011 uncollectible accounts were given to the Thomas Collection Agency. One batch was approximately \$2,900 and the other \$28,500. They collected a total of \$8,132 with fees totaling \$2,400, for a net collection rate of approximately 26%. The accounts on the list given to the Board have all been written off by our auditors.

During discussion, Selectman Thompson said some of these people are still in business and it is outrageous that they are ignoring these taxes. Chairman Douglass said from here on out, people that are still in business in Topsham should not be paid by the Town until their personal property taxes are paid. Selectman Lyons added that if these individuals come to the office for licenses such as vicular licenses or permits, there should be a good standing clause that their personal property takes have to be paid prior to any license issuance.

Following discussion, the Board unanimously agreed to table this item with request that the manager come back to the Board with two lists – one showing businesses that are gone and one showing those still having a connection to Topsham either still in business or as vendors.

ADJOURNMENT

At 8:05 p.m., motion was made by Selectman Tufts to adjourn, seconded by Chairman Douglass and it was so voted.

Respectfully submitted,

Patty Williams, Recording Secretary

Board of Selectmen Meeting

For the date of: 04/05/2018

Type of Item:

- Board or Committee Presentation
- Consent Agenda Item
- Public Hearing
- Unfinished Business
- Old Business
- New Business
- Executive Session
- Workshop

Type of Submission:

- Regular Submission
- Additional Agenda Item
- Additional Information

Agenda Number 2

(If this is unfinished business, please remember to research and enter the original agenda number above. For regular agenda items, the secretary will assign a number.)

Brief Title of consent or Agenda Item: Approval to appoint Election Clerks for the period of May 1, 2018 through May 1, 2020.

Brief Description of Consent or Agenda Item: Attached is list of workers

Submitted by: Linda J. Dumont, Town Clerk

Date: 03/19/2018

Election Clerks May 1, 2018-May 1, 202

R Elizabeth Bavor	D Paul Labbe
D Anne Becklean	D Peter Lepari
D Vanessa Bell	D Kathy Lyon
D Claudia Beckwith	R Ruth Lyons
R Mary Boie	U Linda Nesbit
R Jeannette Breton	R Al Paisley
R Roland Breton	R Sue Page
R Judy Bussell	D Ester Palmer
D Roger Caouette	R Roger Perkins
R Ruth Caouette	D Lena Pinette
D Claire Corbin	D Jennifer Reeber
R Carmella Crafts	GI Carla Rensenbrink
D Felix –Miranda Cruz	D Helen Riddle
R Susan Dolan	D Jane Scease
R Madeline Dumont	D Henry Schwartz
D Bill Eaton	D Susan Sorg
D Gail Eaton	R Linda St. Louis
R Ann Eustis	R Cindy Tracy
D Mary Henderson	R Barbara Weathers
D Jennifer Johnson	D Jane Welch
D Helen Kincaid	D Sara White
D Monica Kincaid	
D Elaine Kurtz	
R Cherylene Labbe	

Board of Selectmen Meeting

For the date of: 04/05/2018

Type of Item:

- Board or Committee Presentation
- Consent Agenda Item
- Public Hearing
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- New Business
- Executive Session
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Type of Submission:

- Regular Submission
- Additional Agenda Item
- Additional Information

Agenda Number: 18-25

(If this is Unfinished Business, please remember to research and enter the original agenda number above. For Regular Agenda items, the Secretary will assign a number.)

Brief Title of consent or Agenda Item: Consideration and any appropriate action on approval of highway line painting by Lucas Striping.

Brief Description of Consent or Agenda Item: see attached memo

Submitted by: Dennis Cox, Public Works Director

Date: 03/19/2018



TOPSHAM PUBLIC WORKS
100 MAIN STREET / 10 MAINTENANCE WAY
TOPSHAM, ME 04086
207-725-1728 / FAX 207-725-1739



To: Rich Roedner
From: Dennis Cox
Subject: Line Painting Recommendation for Topsham's Streets
Date: March 19, 2018

I would like to recommend that the Town award the line painting for our streets to Lucas Striping for \$35,500. Steve Lucas did this work last year for Topsham and has held his price for this year.

Steve has been great to work with and will come back as needed through the paving season to mark the new pavement as necessary.

Board of Selectmen Meeting

For the date of: 4/5/2018

Type of Item:

- Board or Committee Presentation
- Consent Agenda Item
- Public Hearing
- Unfinished Business
- New Business
- Executive Session
- Workshop

Type of Submission:

- Regular Submission
- Additional Agenda Item
- Additional Information

Agenda Number: 18.26

(If this is Unfinished Business, please remember to research and enter the original agenda number above. For Regular Agenda items, the Secretary will assign a number.)

Brief Title of consent or Agenda Item: Consideration and any appropriate action on the ordinances update from the Planning Board for the Special Town Meeting, May 16, 2018.

Brief Description of Consent or Agenda Item: This is before the Board as an update on three proposed ordinance amendments that are meant for Special Town Meeting, May 16, 2018.

Submitted by: Carolyn Eyerman, Assistant Town Planner, AICP **Date:** March 21, 2018

MEMORANDUM

To: Board of Selectmen
From: Carol Eyeran, AICP, Assistant Planner
Date: March 21, 2018
RE: 2018 Ordinance Amendments update

I wanted to update you on the three proposed ordinance amendments that are meant for 2018 town meeting. The Planning Board held public hearings on all three and voted to send them to you for consideration for placement on the May 2018 town meeting warrant. They have also voted to recommend "ought to pass" for all three amendments.

The three ordinance amendments are:

1. An Ordinance to amend the Town Code, Chapter 225-6, Definitions and 225-16 Attachment 1:3, Table of Use Regulations - to amend the definitions section to add a definition of retail marijuana and to amend the Use Table to prohibit retail marijuana establishments throughout town.
2. An Ordinance to amend the Town Code, Chapter 225-50, Apartment buildings and multifamily developments – to amend the section to correct omissions and errors.
3. An Ordinance to amend the Town Code, Chapter 225 - 16 Attachment 1:1 Table of Use Regulations – to amend the table to add and allow certain existing uses within all zoning districts

They are attached for your review.

An Ordinance to amend the Town Code, Chapter 225-6, Definitions and 225-16 Attachment 1:3, Table of Use Regulations - to amend the definitions section to add a definition of retail marijuana and to amend the Use Table to prohibit retail marijuana establishments throughout town.

(additions are underlined; deletions are struck through)

225-6 Definitions

Retail Marijuana Establishment

Retail marijuana establishment means “retail marijuana store”, “retail marijuana cultivation facility”, “retail marijuana products manufacturing facility”, “retail marijuana testing facility”, “retail marijuana social club”. The term retail marijuana establishment also includes any establishment which resembles a retail storefront in terms of signage, hours of operation and accessibility to patrons or clients which is operated, staffed, or serviced by one or more “registered primary caregiver”, “medical provider” or any other individuals or entities for the purpose of sale or distribution of “marijuana”, “marijuana product”, “marijuana concentrate” to a “qualifying patient” or any other individuals or entities. Where above referenced terms are not defined by this ordinance, such terms shall have the same meaning ascribed to them in MRS Title 7 §2442 and MRS Title 22 §2422.

Use	District																	
	R-1	R-2	R-3	CC	RCU	MUL	MUC	MUC-1	BP	CC196	I	BP2	R-4	LI	VC	MV	LV	R2B
<u>Retail marijuana establishment</u>	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

An Ordinance to amend the Town Code, Chapter 225-50, Apartment buildings and multifamily developments – to amend the section to correct omissions and errors.

(additions are underlined; deletions are struck through)

§ 225-50 Apartment buildings and multifamily developments.
[Amended 5-21-1997 STM, Art. 42; 5-19-1999 STM, Art. 13]

- A. All proposals to construct apartment buildings and multifamily developments shall be in conformance with the general performance standards of Article VII, Chapter 191 Subdivision of Land, Chapter 175 Site Plan and the design requirements listed below. Apartment buildings and multifamily housing, including dwelling units within a mixed-use building, that are part of a planned mixed-use development shall be exempt from the requirements of § 225-50, provided that they are served by public water and public sewerage and are consistent with the approved master plan for the development. **[Amended 5-24-2007 STM, Art. 15]**
- B. Applications for approval shall include a map of the area; dimensions, boundaries and principal elevations of the land for which approval is sought; the names of all property owners within 200 feet of the proposed site, as found on the most recent tax list; building layout and general construction plans; a site plan of all driveways and parking areas proposed to be constructed; and other information which addresses all appropriate performance standards and design requirements and all appropriate factors to be considered in evaluating proposals.
- C. Design requirements.
- (1) Density. The net residential density shall not exceed the density required for single-family dwellings in the zone or district in which the apartment buildings or multifamily development is proposed, ~~except in the LV, VC and LI Zones in accordance with § 225-50C(1)(i) that:~~ **[Amended 5-17-2000 STM, Art. 6; 11-13-2008 STM, Art. 8; 5-20-2009 STM, Art. 15]**
- (a) Any dwelling in the R-1 Zone existing prior to enactment of this chapter shall require 10,000 square feet for the first unit plus 2,000 square feet for each additional unit.
- (b) New multifamily developments built on lots vacated by the demolition of a single-family dwelling which existed prior to the enactment of this chapter shall not exceed the density required for single-family dwellings in the zone, except in the LV, VC and LI Zones in accordance with § 225-50C(1)(i).
- (c) New multifamily dwellings built in the R-1 Zone and connected to public sewer and water shall require 30,000 square feet of usable land for each two dwelling units.
- (d) New multifamily dwellings built in the R-2 Zone and connected to public sewer and water shall require 40,000 square feet of usable land for each two dwelling units.
- (e) New multifamily dwellings or apartments built in the Mixed Use Limited (MUL) Zone and connected to public sewer and water must have a minimum of 12,500 square feet of lot for each dwelling unit.
- (f) New multifamily dwellings built in the CC, RCU, MUC, LV, MV, VC, and LI Zones shall be connected to public sewer and water and shall have a minimum lot area of at least the minimum lot size for the first unit plus 1/2 of the minimum lot size of usable land for each additional unit.
- (g) ~~New multifamily developments of more than eight dwelling units must be designed according to the~~

An Ordinance to amend the Town Code, Chapter 225 - 16 Attachment 1:1 Table of Use Regulations

- to amend the table to delete, add, or allow certain existing uses within all zoning districts.

Use	District														R2B			
	R-1	R-2	R-3	CC	RCU	MUL	MUC	MUC-1	BP	CC196	I	BP2	R-4	LI		VC	MV	LV
Amusement-Park	X											X	X	X	X	X	X	X
Batch Plant	X	X	X	C	C	X	X	X	X	X	P	X	X	C	X	X	X	X
Concrete product manufacturing	X	X	X	C	C	X	X	X	X	X	P	X	X	C	X	X	X	X
Food processing	X	X	X	C	C	C	C	C	P	P	P	C	X	P	X	X	X	X
Mobile food service	X	X	X	P	P	P	P	P	P	P	P	P	X	P	P	X	X	P
Small wind energy conversion systems	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P

Notes:

- 8 Maximum 5,000 square feet of gross floor area.
- 18 Maximum of 6,500 square feet of building footprint per use
- 20 Limited to 15,000 square feet of building footprint per lot

(additions are underlined; deletions are struck through)

Board of Selectmen Meeting

For the date of: 04/05/2018

Type of Item:

- Board or Committee Presentation
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Type of Submission:

- Regular Submission
- Additional Agenda Item
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Agenda Number: 18-27

(If this is Unfinished Business, please remember to research and enter the original agenda number above. For Regular Agenda items, the Secretary will assign a number.)

Brief Title of consent or Agenda Item: Consideration any appropriate action on authorizing the Director of Parks and Recreation to name a field at the Foreside Recreational Facility.

Brief Description of Consent or Agenda Item: We would like to dedicate the baseball field at the Foreside Facility, and are seeking authorization from the Board to allow staff to name the field, and prepare for a dedication ceremony.

Submitted by: Pam LeDuc, Director, Parks and Recreation

Date: April 5, 2018