

**6:30PM Board of Selectmen Meeting
Topsham Municipal Building
Donald A. Russell Meeting Room
February 20, 2020**

Pledge of Allegiance –

Roll Call of Board Members –

Town Manager's Report –

Board and Committee Reports and Updates-

- Update TDI/ECD- John Shattuck, Topsham Economic and Community Development, Inc. Director

Public Comment –

Correspondence –

Adjustments to the Agenda –

Consent Calendar –

1. Approval of the minutes of the Regular Selectmen meeting February 6, 2020.
2. Approval to open the polls at 8am on March 3, 2020 for the State Primary Election and Special Referendum Election, extend Registrar's hours on Thursday, February 27, 2020 to remain open until 7PM for voter registration as required by state statute 21-A§122.6 and approve Linda Dumont as warden for the State Election.

Public Hearing –

Unfinished Business –

Old Business –

New Business –

20-11- Consideration and any appropriate action on the evaluation and recommendations of Topsham Solar Advocates regarding solar purchase power proposals received.

20-12- Consideration and any appropriate action to approve the Main Street Engineering Costs.

20-13- Consideration and any appropriate action to approve the Main Street Culvert Project Traffic Plan.

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: 02/20/2020

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 02-06-2020.

Brief Description of Consent or Agenda Item: see attached

Submitted by Derek Scrapchansky, Town Manager **Date:** 02/03/2020

MINUTES
TOWN OF TOPSHAM
BOARD OF SELECTMEN MEETING
FEBRUARY 6, 2020
6:00 P.M. EXECUTIVE MEETING
6:30 P.M. REGULAR MEETING
DONALD A. RUSSELL MEETING ROOM

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

MEMBER(S) ABSENT: All present

STAFF PRESENT: Interim Town Manager Derek Scrapchansky

An Executive Meeting of the Topsham Board of Selectmen was held on Thursday February 6, 2020 in the private meeting room on the 2nd floor of the Municipal Building. In attendance were Selectmen Douglas, Brilliant, Lyons and Nixon. Selectman Tufts joined the group at 6:30 p.m. for the regular meeting.

At 6:30 p.m. Board members convened in the Donald A. Russell Meeting Room.

CALL TO ORDER

Chairman David Douglass called the meeting to order. Motion was made by Selectman Nixon, seconded by Selectman Lyons and it was unanimously

VOTED

To move out of Executive Session and into a regular meeting.

Motion was made by Chairman Douglass to appoint Derek Scrapchansky as Town Manager for the Town of Topsham. The motion was seconded by Selectman Lyons.

Chairman Douglass said that when interviewing Mr. Scrapchansky the Board learned about the opportunities that he has witnessed for the strengths of the organization and the opportunities the organization has. He said when you believe you have found the right person, there is still a lot of unknowns. You hope they can put their words into action to be successful. For us, as the Board of Selectmen, it is a little more difficult as we are not here day to day watching every moment as in a normal working condition. Boards of Selectmen put a tremendous amount of trust into who they hire as Town Manager. I am given more confidence as there have been multiple employees at all levels within the Town, whether it be department heads or staff. In the middle of Home Depot I have had them come up to me and say positive things. Some of the things that have been said about Derek in his time here is that "He is fair. He treats everyone equally." "He wouldn't

ask me to do anything that he wouldn't be willing to do himself." This one was blunt – "The Board can do what they want, but it would be a waste of tax payer's money to conduct a job search. Derek has provided us leadership and he has us tackling things that haven't been done for a long time."

Chairman Douglass asked for comments from the Board. Selectman Lyons said we are fortunate to have a qualified candidate to come forward with experience and feels very confident that he will lead the ship well. Other members of the Board agreed with Selectman Lyon's comment.

Chairman Douglass called for a show of hands and Derek Scrapchansky was unanimously elected to the position of Town Manager for the Town of Topsham.

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 members were present.

TOWN MANAGER'S REPORT

Good Evening:

We have great news! Deputy Chief Mike Labbe received the Sagadahoc County Emergency Manager of the year award. It is truly an honor and well deserved. On behalf of the staff, Congratulations Mike!

- The Brunswick-Topsham Design Advisory Committee (DAC) met last night to finalize its recommendations regarding bridge design elements and wish to thank the Maine DOT for its responsiveness to community concerns and goals, and for their excellent work in rendering the Committee's ideas in clear images and plans. The Committee's final report will follow later this month. I'd like to thank the citizen volunteers from Topsham and Brunswick who have devoted nearly four years of their time, talents and hard work to this effort.
- Thanks also to the Topsham Solar Advocates (TSA) who worked to research the potential for employing solar power to reduce Topsham's energy costs, and for developing an RFP that resulted in the submission of three proposals before last week's deadline. Town staff will work with Advocates to review the proposals.
- The Topsham Police Department is scheduled for an on-site assessment as part of a comprehensive evaluation process administered through the Maine Chiefs of Police Association. This evaluation will assess the department's compliance with standards that represent the best practices in Law Enforcement. The process is rigorous and includes a close examination of the department's directive system, administration, operations, training, community involvement, and facility. As part of the on-site assessment, residents, employees, and members of the community are invited to offer comments to the evaluators at the Town Hall meeting room on Tuesday, February 11, 2020, between 7:00 pm and 9:00 pm. You may also provide comments to the assessment team by calling (207) 373-5095 on Tuesday, February 11, 2020 between the hours of 7:00 p.m. and 9:00 p.m. Anyone wishing to offer written comments about the Topsham Police Department is requested to write:

Town Manager's Office (MCPA)
100 Main St.
Topsham, ME 04086

This information is also available on Channel 3, the Town's website, and will be posted in The Times Record this weekend.

Town Clerk

- Absentee voting began this past Monday, February 3rd. The last day to request a ballot without a special circumstance is February 27th. Residents are encouraged to go to the Town Clerks Election Page on the Town website for more detailed information on voting in the March Primary.
- A reminder to dog owners: Dogs registered after February 1st will incur a state mandated \$25.00 late fee per dog registration.

Parks and Recreation Department

- The Parks and Recreation Department and Topsham Public Library have several events planned for our community.
- Valentine Dance Tickets are still on sale at the Recreation Office until 3:00 p.m. tomorrow. No tickets will be sold at the door.

Topsham Public Library

SATURDAY-FEBRUARY 8, 2020 • 11:15 AM - 1:00 PM

Kids Drop-in Activities

- Various activities will be set up in the children's section – activities may include art projects, sensory activities, experiments, building activities, and more! Designed for ages 4 and up, but open to everyone with adult supervision.

TUESDAY-FEBRUARY 11, 2020 • 3:00 PM - 4:00 PM

Mystery Readers Roundtable

- Once a month, fans of the mystery genre gather over hot drinks and share their favorite crime novels and good company. Have a few laughs, investigate themes, and visit some very dark places. If this sounds like your cup of tea (or coffee) come and join the group. This month's book is The Cinderella Murder by Mary Higgins Clark and Alafair Burke .

Topsham Historical Society

TUESDAY-FEBRUARY 11, 2020 • 6:30 PM - 8:00 PM • FEBRUARY 11, 2020

- They will have host speakers on various topics from archaeology to architectural history to antique restoration along with stories of people and events both famous and little known.

Topsham Garden Club

WEDNESDAY-FEBRUARY 12, 2020 • 12:00 PM - 2:30 PM

- Signs of the Seasons

BOARD AND COMMITTEE REPORTS AND UPDATES

Update on the Main Street Striping Project – Rod Melanson, Town Planner, said that Main Street is getting an overlay this year in order to comply with the Maine Department of Transportation (MDOT) requirements. No major changes are being proposed, just looking where such things as bike lanes and demarcations can be squeezed in. A meeting has been held with MDOT officials in early January. Rod said they encouraged us to participate in the Municipal Partnership Imitative grant program(MPI), which we have never done. MDOT will fund 50% of the costs. Rod will report further as the project develops.

PUBLIC COMMENT – None noted.

CORRESPONDENCE – Chairman Douglass said he received a letter from a resident of the Foreside Road. In 2016 her son was killed in an automobile accident. She placed markers at the site which happens to be in the right of way. A neighbor removes them. The resident is asking if there is some process so she can have some small roadside market/memorial. Chairman Douglass said, after doing some reading, he was surprised that this item is quite controversial throughout the country.

Selectman Nixon explained how a memorial was handled in the case of his loss by placing a bench in the woods with a memory plaque attached where people walk by. Chairman Douglass said he will discuss this item further with the Planner.

ADJUSTMENTS TO THE AGENDA – None noted.

CONSENT CALENDAR

1. Approval of the minutes of the Selectmen’s meeting of January 2, 2020.

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

VOTED

To approve the minutes of the January 2, 2020 Selectmen’s meeting as written.

2. Approval of the minutes of the Special Executive Session Meeting on January 23, 2020.

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

VOTED

To approve the minutes of the January 23, 2020 Special Selectmen’s meeting as written.

PUBLIC HEARINGS

20-02 CONSIDERATION AND ANY APPROPRIATE ACTION ON AN APPLICATION FOR A SPECIAL AMUSEMENT PERMIT FOR SEA DOG VENTURES, INC (Rescheduled from the January 16 meeting which was cancelled)

The Public Hearing was declared open.

Seth Hale represented Sea Dog Ventures, Inc. and told the Board that no changes have taken place from when he came before the Board last year.

The following Finding of Facts were gathered during receipt of testimony:

FINDING OF FACTS

1. Name of Applicant is Sea Dog Brewing Company.
2. Company is located at 2 Bowdoin Mill Island, Topsham, Maine.
3. The current liquor license will expire in February 10,2020.
4. Type of Entertainment includes acoustical signing and karaoke.
5. The main area the entertainment will be held is in front of the bar area.
6. Nights of entertainment are Tuesday, Wednesday, Friday and Saturday.
7. Hours of operation are from 11:00 a.m. to 1:00 a.m.
8. The only furniture that will be moved for the entertainment is several tables at the end of the bar.
9. Size of the lounge is approximately 6,000 square feet.
10. Seating capacity of the establishment is 260, not including the deck.
11. There is adequate parking.
12. Letters are in file from the Police Department and Fire Department stating they have no issues with the granting of the Special Amusement Permit and also from the Codes Officer.

Chairman Douglass asked if there was anyone from members of the public wishing to comment on the application. There being no response, the Public Hearing was declared closed.

CONCLUSION

The Board was in unanimous agreement that based on the Findings of Fact, it is concluded that the issuance of a Special Amusement Permit would not be detrimental to the public health, safety or welfare or would violate municipal ordinances, rules or regulations.

VOTE

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

VOTED

That the application for a Special Amusement Permit for the Sea Dog Brewing Company be granted as meeting requirements of Maine Revised Statutes, Title 25-A, Section 1054, and the Topsham Code Chapter 71, Article 1, Sections 6 and 7.

20-03 CONSIDERATION AND ANY APPROPRIATE ACTION ON APPROVING A MARIJUANA BUSINESS LICENSE APPLICATION FOR A CAREGIVER RETAIL STORE LICENSE AND TIER III CULTIVATION LICENSE – REVIEW FOR HIGHER LIVING LLC, TAX MAP R02, LOT 049B-605, LEWISTON ROAD (Rescheduled from the January 16 meeting which was cancelled)

The Public Hearing was declared open.

Planner Rod Melanson spoke to this item which is before the Board for a proposed marijuana business (Tier III Cultivation Facility) and a Registered Caregiver Retail Store at 605 Lewiston Road. Applicants Rick Chiaravelotti and Kristi Small submitted the applications in July of 2019. The business is currently operating as a medical marijuana cultivation site and will be the second registered caregiver retail license in Topsham.

Mr. Melanson said the application was found to be complete and has received a staff review. The applicants currently cultivate marijuana on site as caregivers and have been in operation for over 4 years. Town staff have not received any complaints regarding the operation of this business and have no issues with the application. The applicants are licensed through the State of Maine as caregivers. Security plan details are on file in the Planning Office.

Chairman Douglass asked is there were any comments to be heard from members of the public. There being no response, the Public Hearing was declared closed.

Following discussion between Board members, motion was made by Chairman Douglass, seconded by Selectman Tufts, and it was unanimously

VOTED

To approve the application of Higher Living LLC Registered Caregiver Retail Store upon the Findings of Fact as listed in a memo from Town Clerk Linda Dumont dated January 6, 2020 with the following conditions of approval:

1. No changes to this approved license are allowed to occur. The applicant must return to the Board of Selectmen for any license renewals or amendments.
2. Any proposed amendments to the exterior site layout should be reviewed by the Planning Office.

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

VOTED

To approve the application of Higher Living Tier III Cultivation Facility upon the Findings of Fact as listed in a memo from Town Clerk Linda Dumont dated January 6, 2020 with the following conditions of approval:

1. No changes to this approved license are allowed to occur. The applicant must return to the Board of Selectmen for any license renewals or amendments.
2. Any proposed amendments to the exterior site layout should be reviewed by the Planning Office.

UNFINISHED BUSINESS – None noted

OLD BUSINESS – None noted

NEW BUSINESS

20-04 CONSIDERATION AND ANY APPROPRIATE ACTION ON ACCEPTING THE BID FOR THE PUBLIC SAFETY BULDING FEMALE LOCKER ROOM EXPANSIOIN (Rescheduled from the January 16 meeting which was cancelled)

Town Manager Scrapchansky explained that the female locker room at the Public Safety Building was filled to capacity. The past May Town Meeting approved \$20,000 for an expansion. An RFP was released in November which resulted in only one bid in response in the amount of \$47,757. This bid was declined as it exceeded the budget by \$27,757. The RFP was released a second time in December with two responses; one from Lajoie Bros. Inc. in the amount of \$15,698 and one from Maine Highlands Contracting in the amount of \$39,757.

In his memo to the Board of Selectmen dated January 7, 2020 (and filed with these minutes) the Town Manager recommended accepting the bid from Lajoie Bros, the company who recently worked on the Municipal Building trim/facia project. He said this would also allow the purchase of additional lockers and associated equipment not included in the RFP to be purchased from a different vendor, keeping total project costs within the appropriated budget. The project will make room for the hiring of 8 female police officers. It is anticipated that the work will be completed by the end of March of this year.

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

VOTED

To approve the Lajoie Bros, Inc. bid in the amount of \$15,698.

20-08 CONSIDERATION AND ANY APPROPRIATE ACTION ON AUTHORIZATION TO ACCEPT THE \$31,500 GRANT AWARD FROM THE STATE BUREAU OF PARKS AND LANDS BOAT FACILITY FUND

Planner Melanson reported that the Town has been awarded a grant of \$31,500 to assist in the construction of an upstream hand carry boat launch facility at the Head of Tide Park on the recently acquired Dierenzo parcel. \$50,000 was originally requested. The Planning Department

worked with Travis Pryor of Baker Design to develop a cost estimate and plan and have adjusted the budget and scope of the project to fit into the grant award and our matching requirements.

The State Bureau of Parks and Lands sent a project agreement for signature last month that included further funding and provides a float which further reduces the total project cost.

The grant allows the following to occur at the head of tide upstream parking and waterfront area:

1. Develop a site Plan for the parcel
 - a. Apply for all associated permitting (MDEP, ACOE, Town)
 - b. Develop bid specs for construction associated with the float
 - c. Bid administration
 - d. Construction administration
2. Improve the current parking area
 - a. Expand and upgrade the current parking
 - b. Expand riparian vegetated area
3. Implement a hand-carry boat launch
 - a. Construct ADA pathway to upstream waterfront site
 - b. Install gangway and float for water access

The total project cost estimate is assumed to be \$66,553 which includes labor, materials and design/permitting/administration and includes a 10% contingency in construction and materials. The \$31,500 grant from the state reduces the anticipated local cost to \$35,053. This cost will be covered from the contracted services amount grant matching line item, Department of Public Works materials and labor and TCF appropriations. PWD Dennis Cox will do the work as in-kind match.

During discussion, Selectman Nixon suggested applying for an HMA grant which awards small grant amounts for docks and floats. Planner Melanson agreed to look into applying for same.

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

VOTED

To accept the grant award from the State Bureau of Parks and Lands Boat Facility Fund in the amount of \$31,500.

EXECUTIVE SESSION

20-10 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, seconded and the Board unanimously **VOTED** to move back into Execution Session.

20-05 CONSIDERATION AND ANY APPROPRIATE ACTION TO ENTER INTO EXECUTIVE SESSION PURSUANT TO 1. M.R.S.A. §405 (6) (C) TO DISCUSS ACQUISITION OF REAL PROPERTY OR ECONOMIC DEVELOPMENT
(Rescheduled from the January 16 meeting which was cancelled)

Following discussion, motion was made by Chairman Douglass, seconded by Selectman Lyons, and it was unanimously

VOTED

To have the Chair send a letter to John Wasileski of Sea Coast Management in reference to the commencement of Mountain Road construction.

20-09 CONSIDERATION AND ANY APPROPRIATE ACTION TO ENTER INTO EXECUTIVE SESSION PURSUANT TO 36 M.R.S.A. 405 (6) (F) TO DELIBERATE AN ABATEMENT

Following discussion, motion was made by Chairman Douglass, seconded by Selectman Lyons, and it was unanimously

VOTED

To approve the Poverty abatement due to poverty and/or hardship.

ADJOURN

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

VOTED

To adjourn the meeting at 8:17 p.m.

Respectfully submitted,

Patty Williams, Recording Secretary

Board of Selectmen Meeting

For the date of: 02/20/2020

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

(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 open the polls at 8:00 am on March 3, 2020 for the State of Maine Primary Election and Special Referendum Election.

Approval to extend the Registrar's office hours on Thursday February 27, 2020 to remain open until 7:00 pm for the purpose of additional hours for voter registration as required by state statute 21-A§122.6

Approval to appoint Linda Dumont as Warden for the State Election.

Brief Description of Consent or Agenda Item:

Submitted by: Linda Dumont, Town Clerk

Date: 2/11/2020

Board of Selectmen Meeting

For the date of: 02/20/2020

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: 20-11

(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 to on the evaluation and recommendations of Topsham Solar Advocates regarding solar purchase power proposals received.

Brief Description of Consent or Agenda Item:

Submitted by: Victor Langelo, Topsham Solar Advocate Group **Date:** 02-11-2020

MEMORANDUM

Date: 2020-02-12

For: 2020-02-20 Selectmen's meeting

From: John Shattuck

To: Derek Scrapchansky & Board of Selectmen

Re: Update from Topsham Solar Advocates on RFP process for municipal PPA proposals

The Topsham Solar Advocates (TSA) have completed their RFP process soliciting proposals for municipal power purchase agreements (PPA), with a goal of reducing the Town's overall electrical energy costs. The Selectmen and Manager have already received digital and paper copies of the three proposals received by the 2020-01-31 deadline from the following bidders:

ECA Solar
NexAmp Solar
ReVision Energy

The TSA have also submitted the attached documents for review by the Selectmen:

TSA solar PPA yearly comparison for 02-20 BOS meeting – Victor Langelo
TSA solar PPA evaluation for 02-20 BOS meeting – Victor Langelo
BTWS Solar PPA memo for 02-10 trustees meeting – Craig Douglas

The TSA will present their evaluation of the proposals received and their recommendations for next steps in this process, for the consideration of the Selectmen.

Solar PPA Proposals

Three proposals were received in response to RFP. Main differences were in cost, status of proposed project(s), experience with Maine municipal government and CMP interconnect. All systems were sized to cover 85% of our yearly electric charges.

Pricing:

It's the opinion of the Topsham Solar Advocates that the 2-2.5% increase in tariff rate mentioned in the proposals is not in line with Maine historical average prices for commercial energy accounts. So we revised the numbers in the proposals in line with the historical average increase of 1.029% for commercial electric rates.

PPA Proposal 20 Year Price Comparison

	ReVision Energy	ECA Solar	NEXAMP Solar
Total kWh generated	19,555,000	19,555,000 ¹	19,555,000
Total Discount on CMP Bills²	\$2,820,251	\$2,820,251	\$2,820,251
Total PPA Payments	\$2,029,771	\$2,053,259	\$2,190,143
Average \$/kWh	\$0.1038	\$0.1050	\$0.1120
Total Savings	\$790,480	\$766,992	\$630,108

1. In followup conversation, ECA said they could revise the size of array to be equivalent to other proposals.
2. Based on 1.029% annual increase.

ReVision Energy comes out ahead in two ways. They provide the highest total savings. The lower initial price means more savings are accumulated early. See attached spreadsheet for detailed yearly comparison. See example at end of how credits reduce CMP bills.

Even in the event that electric rates do not increase over the 20 year period, the town will still save \$588,000 with ReVision's proposal.

Project status:

ReVision's proposal has earliest projected completion date. They have completed 25 municipal solar projects and 60 PPAs in Maine. They are also able to leverage favorable municipal interest rates for financing resulting in lowest initial and overall price. Topsham will need to accept proposal soon in order to get best deal.

ECA and NEXAMP are doing their first projects in the state. Have little experience with zoning review, permitting and CMP interconnect in Maine. ECA is smallest of the three.

All projects are on previously cleared land. No difference.

Company location:

ReVision has significant presence in Maine. They are 100% employee owned certified B corp. Which means our tax dollars are staying in the state helping build the local economy.

Risks:

No financial risk from array failure or project owner going out of business. We only pay for the power that's generated. No power, no payment. Solar array owner assumes full responsibility

for operation of the array. There is an unlikely risk that electric prices decrease over the long term to the point there's no savings.

Lost opportunity is the biggest risk. Delaying will mean reduction in savings. The tax credits will be reduced in following years and appropriate land near 3 phase power and in permitted zones might become scarce in coming years.

Example CMP Bill with Credit from PPA

Account Number	Service Location	Amount Due	Date Due
3501-0961-791	TOWN OF TOPSHAM 100 MAIN ST		04/22/2019
Invoice Number 712000438331	TOPSHAM ME 04086		

Your Account Summary	
Prior Balance	\$1,166.55
Payments received through 03/25/2019 - Thank you	<u>-\$1,166.55</u>
Balance Forward	\$0.00
Electricity Delivery Central Maine Power	+\$421.29
Electricity Supply CONSTELLATION NEWENERGY INC.	+\$620.83
Solar System Credit 9680KWh @ \$0.1276/KWh*	-\$1,235.17
Please pay by 04/22/2019	\$0.00
Banked Credits	\$68.62

*Tariff rate set by PUC based current standard offer price.

PPA at \$.09 per KWh

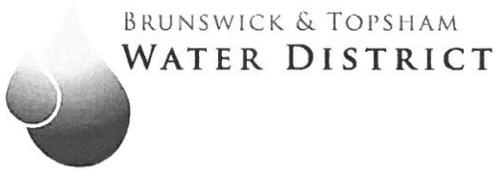
PPA at \$.105 per KWh

Example Month	
KWh generated	9680
CMP Credit at \$0.1276/KWh*	\$1235.17
PPA Cost	\$871.20
Savings this period	\$363.97

Example Month	
KWh generated	9280
CMP Credit at \$0.1276/KWh*	\$1235.17
PPA Cost	\$974.40
Savings this period	\$260.77

Year	Generation	Utility \$/kWh	CMP Credit	Revision PPA			ECA Solar		
				PPA \$/kWh	Cost	Savings \$	PPA \$/kWh	Cost	Savings \$
1	1,025,000	0.1276	\$130,790	0.0900	\$92,250	\$38,540	0.1050	\$107,625	\$23,165
2	1,019,875	0.1292	\$131,816	0.0914	\$93,166	\$38,651	0.1050	\$107,087	\$24,729
3	1,014,776	0.1309	\$132,850	0.0927	\$94,090	\$38,760	0.1050	\$106,551	\$26,299
4	1,009,702	0.1326	\$133,893	0.0941	\$95,024	\$38,868	0.1050	\$106,019	\$27,874
5	1,004,653	0.1343	\$134,943	0.0955	\$95,967	\$38,976	0.1050	\$105,489	\$29,454
6	999,630	0.1361	\$136,002	0.0970	\$96,920	\$39,082	0.1050	\$104,961	\$31,041
7	994,632	0.1378	\$137,069	0.0984	\$97,882	\$39,187	0.1050	\$104,436	\$32,632
8	989,659	0.1396	\$138,144	0.0999	\$98,853	\$39,291	0.1050	\$103,914	\$34,230
9	984,710	0.1414	\$139,228	0.1014	\$99,834	\$39,394	0.1050	\$103,395	\$35,833
10	979,787	0.1432	\$140,320	0.1029	\$100,825	\$39,495	0.1050	\$102,878	\$37,443
11	974,888	0.1451	\$141,421	0.1044	\$101,826	\$39,595	0.1050	\$102,363	\$39,058
12	970,013	0.1469	\$142,531	0.1060	\$102,836	\$39,694	0.1050	\$101,851	\$40,679
13	965,163	0.1488	\$143,649	0.1076	\$103,857	\$39,792	0.1050	\$101,342	\$42,307
14	960,338	0.1508	\$144,776	0.1092	\$104,888	\$39,888	0.1050	\$100,835	\$43,940
15	955,536	0.1527	\$145,912	0.1109	\$105,929	\$39,983	0.1050	\$100,331	\$45,580
16	950,758	0.1547	\$147,056	0.1125	\$106,980	\$40,076	0.1050	\$99,830	\$47,227
17	946,004	0.1567	\$148,210	0.1142	\$108,042	\$40,168	0.1050	\$99,330	\$48,880
18	941,274	0.1587	\$149,373	0.1159	\$109,114	\$40,259	0.1050	\$98,834	\$50,539
19	936,568	0.1607	\$150,545	0.1177	\$110,197	\$40,347	0.1050	\$98,340	\$52,205
20	931,885	0.1628	\$151,726	0.1194	\$111,291	\$40,435	0.1050	\$97,848	\$53,878
Total	19,554,852		\$2,820,251		\$2,029,771	\$790,480		\$2,053,259	\$766,992
		Average \$/kWh		0.1038			0.1050		

NEXAMP		
PPA \$/kWh	Cost	Savings \$
0.1120	\$114,800	\$15,990
0.1120	\$114,226	\$17,590
0.1120	\$113,655	\$19,195
0.1120	\$113,087	\$20,806
0.1120	\$112,521	\$22,422
0.1120	\$111,959	\$24,043
0.1120	\$111,399	\$25,670
0.1120	\$110,842	\$27,302
0.1120	\$110,288	\$28,940
0.1120	\$109,736	\$30,584
0.1120	\$109,187	\$32,234
0.1120	\$108,642	\$33,889
0.1120	\$108,098	\$35,550
0.1120	\$107,558	\$37,218
0.1120	\$107,020	\$38,892
0.1120	\$106,485	\$40,571
0.1120	\$105,952	\$42,258
0.1120	\$105,423	\$43,950
0.1120	\$104,896	\$45,649
0.1120	\$104,371	\$47,355
	\$2,190,143	\$630,108
0.1120		



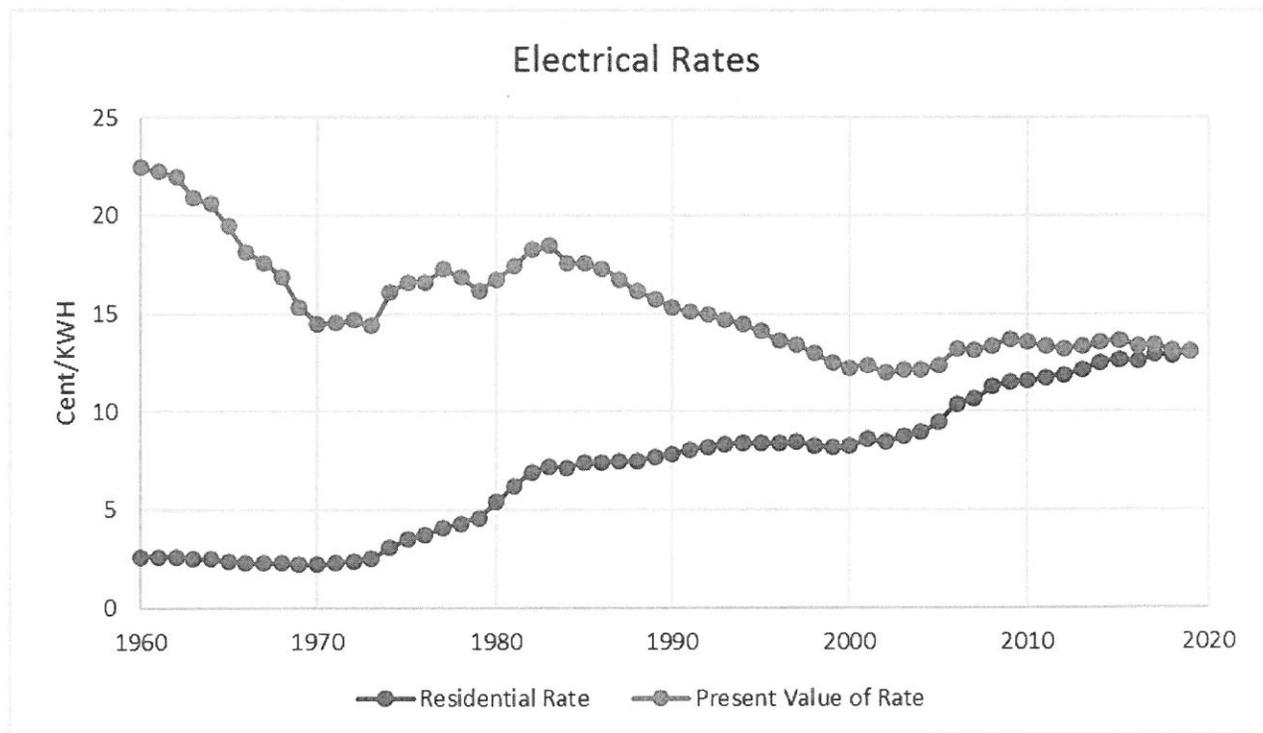
Memorandum

To: Board of Trustees
From: Craig Douglas PE
Date: February 4th 2020
RE: Investigation of Potential Financial Impact of Solar Power Purchase Option

The District is investigating fixing power costs for the next twenty years. The question has been asked what is the financial impact to the District of making such a move. To perform such an analysis one has to look at historical data and then make reasonable assumptions to project possible outcomes.

Historic Electrical costs

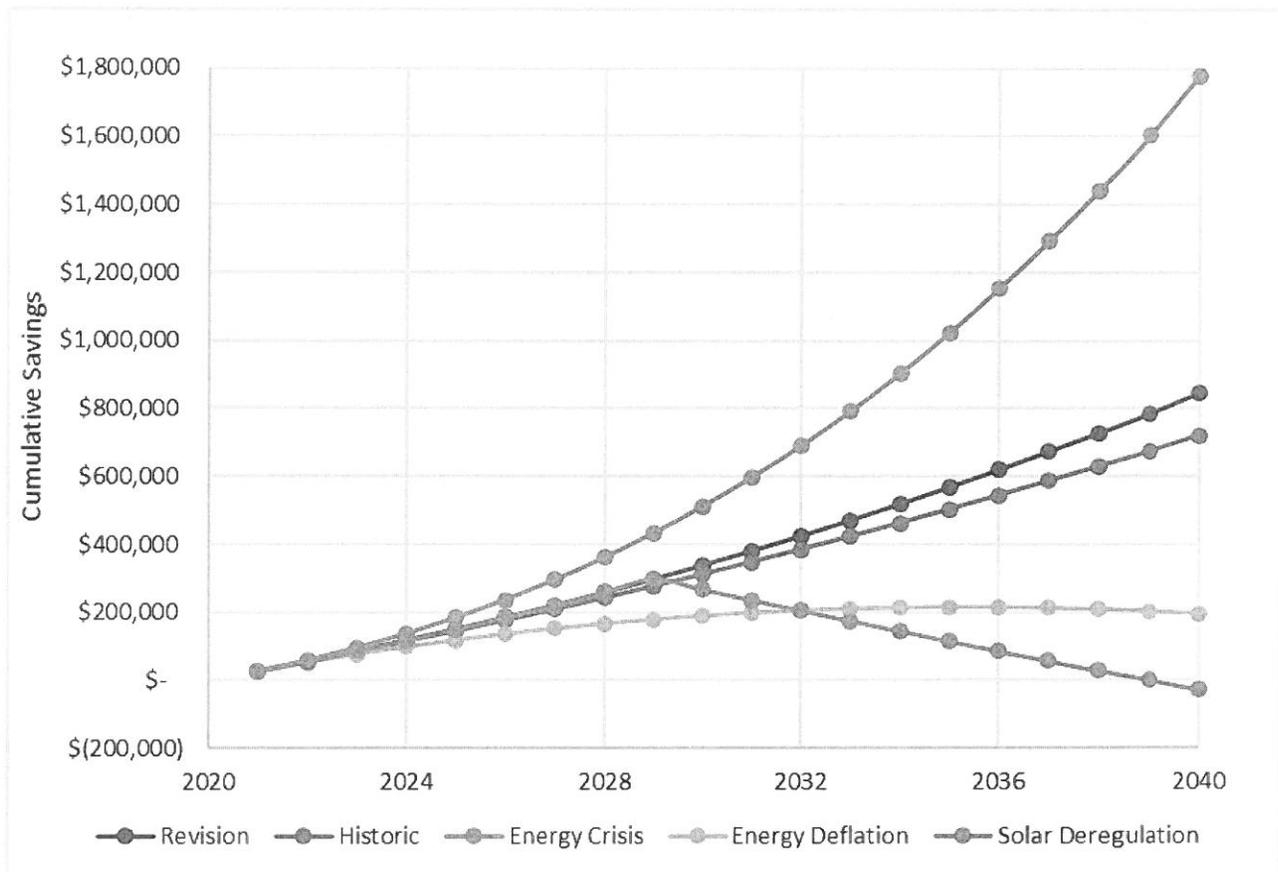
Historic electrical costs for both residential and commercial accounts have decreased over time with current rates being at or near record lows. In terms of risk the greatest increases in costs were in the late 1970's during the energy crisis when rates outpaced inflation by an average of 3.5%. Conversely efficiencies and supply surplus in the markets from 1990 to 2000 saw energy costs decrease by 2.5% annually when adjusted for inflation. It should also be noted that for the past two decades energy rates when adjusted for inflation have been practically constant. Data presented is from the US Energy Information Administration and US Bureau of Labor Statistics



Life Cycle Cost Analysis

This analysis is based on a twenty-year life cycle, quotes, current market rates and legislative rebates and incentives at this time. It does not include maintenance and disposal costs, which should be considered, but are very difficult to monetize at this time, but would be unlikely to dramatically shift the analysis.

The life cycle cost analysis presents five possible outcomes. The first two are considered likely outcomes. The first is the projection by Revision Energy which has electrical rates outpacing inflation by 0.5%. The second historic projection utilizes the trend of the last two decades where electrical rates have matched inflation. The final three analyses are viewed as unlikely outcomes, but represent a best- and worst-case scenarios for the District. The best-case scenario uses a 3.5% annual outpace of inflation as an energy crisis scenario where electric rates out pace inflation. The first worst-case scenario uses energy deflation where rates are 2.5% under the pace of inflation. The second worst case asks what if LD1711 is repealed in year 11 of the contract and solar is subject to market rates.



Board of Selectmen Meeting

For the date of: 02/20/2020

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: 20-12

(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 to approve Main Street Culvert Engineering Costs.

Brief Description of Consent or Agenda Item: Asking for approval and funding for construction administration & resident engineering work on the Main Street Culvert project.

Submitted by: Dennis Cox, Public Works Director

Date: 02-11-2020

MEMORANDUM

To: Board of Selectmen
From: Derek Scrapchansky, Town Manager
Date: February 13, 2020
Re: Main St. Culvert Funding Options

On December 5, 2019, the Board of Selectmen (BoS) awarded the Main Street Culvert reconstruction bid to St. Laurent & Sons, for a sum not to exceed \$468,885. The bids provided to the BoS did not include the construction services provided by Wright Pierce or the recommended 5% project contingency. It is my recommendation to fund an amount not to exceed \$81,115 (\$57,770 for Construction Administration and Resident Inspector and \$23,345 for Construction Contingency). This amount may come the Downtown TIF reserve, which has a balance of \$245,017 as of 2/5/2020.

If approved, the motion would be to award Wright Pierce a sum not to exceed \$57,770 for the Construction Administration and Resident Inspector required for the Main Street Culvert reconstruction project, and a 5% project contingency for a sum not to exceed \$23,345, with funds to come from the Downtown TIF reserve.



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



To: Derek Scrapchansky
From: Dennis Cox
Date: February 11, 2020
Subject: Approve Engineering Costs for the Main Street Culvert Project

The purpose of this memo is to request the approval for Engineering Services costs for the Main Street culvert project work including the construction administration, resident inspector and construction contingency of 5%.

The project total cost breaks down as follows:

Construction Admin., Resident Inspect.	\$ 57,770
St. Laurent & Sons Construction	\$ 468,885
Construction contingency (5%)	\$ 23,345
Design & Bid Services (already paid out)	<u>\$ 4,850</u>
Total Project Cost =	\$554,850

On November 13, 2019 Rich approved the \$4,850 design & bid services.
At the Selectmen's Meeting on December 5, 2019, St. Laurent & Sons were awarded the bid for construction; for a sum not to exceed \$468,885.

I am asking for approval for the Engineering costs of \$81,115. The account for this funding is yet to be determined.

MEMORANDUM

To: Board of Selectmen
From: Richard Roedner, Town Manager
Date: November 27, 2019
Re: Main St. Culvert Funding Options

As we discussed at our last meeting, this project was originally funded at \$265,000, based on a verbal estimate. This was in 2017 and was the basis for the FY 18 budget. We have completed design work, and have heard that estimates have gotten much larger over the past two years due to the strength of the construction economy.

To assist with budgeting for the coming year, we decided to put this project out to bid, to get an accurate price. As reported last week, the two bids came in at \$468,885 (St. Laurent & Sons Constr.) and \$523,165 (Crooker Construction). The recommendation from staff is to award the bid to St. Laurent and Sons.

As for funding, I have to confirm numbers with Debbie when she gets back on Monday, but we will have something around \$245,000 in remaining in the budget from FY 18. The balance, approximately \$225,000 can come from a couple of sources:

- FY 2021 allocation through the budget process, effect July 1, 2020.
- Draw from the Economic Development reserve, which had \$475,455 in it as of June 30, 2018 (June 2109 audit not completed yet).

The funds in reserve have been previously appropriated and been authorized for spending via the annual budget process. The Board has spent funds from this account in the past (about \$50,000) under the understanding that the authorization to spend had already been given).

Should the Board choose the second option, the motion would be to award the Main Street Culvert reconstruction bid to St. Laurent & Sons, for a sum not to exceed \$468,885, with funds to come from the remaining FY 2018 budget allocation, with the balance coming from the TIF Economic Development Reserve Fund.

Board of Selectmen Meeting

For the date of: 02/20/2020

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: 20-13

(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 to approve the Main Street Culvert Project Traffic Plan.

Brief Description of Consent or Agenda Item: Traffic plan for the Main Street culvert replacement project. See attached

Submitted by: Dennis Cox, Public Works Director

Date: 02-11-2020



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



To: Derek Scrapchansky
From: Dennis Cox
Subject: Main Street Culvert Project Traffic Plan
Date: February 12, 2020

The purpose of this memo is to show and explain the "Traffic Plan" for the Main Street Culvert Project and ask for the Selectmen's approval.

The Traffic Plan is attached to this memo and is a (2) part plan:

- Detour traffic plan when Winter Street is closed
- Detour traffic plan when Elm Street Extension is closed

The first part will be the closure of Winter Street for approximately 5 days. The commercial truck traffic will be routed to the Mall Road and Monument Drive and Main Street. Passenger type vehicles will be detoured to Bridge Street to Summer Street and then to Main Street.

The second part is the closure of Elm Street Extension for a couple days. The traffic plan is similar, where commercial trucks going from Main Street to the Mall will have to use Monument Drive.

There will be signage directing the traffic and a message board set up in advance to warn drivers of the scheduled closure dates.

Please contact me with any concerns or questions.



St. Laurent and Son, Inc.

20 Highland Spring Road

Lewiston, Maine 04240

Office: (207) 784 7944

Fax: (207)784 6592

**Town of Topsham, Maine
Lower Village Drainage Rehabilitation
WP Project No. 13997A**

TRAFFIC CONTROL PLAN

**Submitted: 2/12/2020
Written By: Abram Ward
Project Manager
St. Laurent and Son**

Description of Project:

Beginning at 12 Main Street continuing behind 16 to 24 Main Street entering the road at 8 Winter Street heading west into the intersection of Winter Street and Elm Street EXT. then finishing into the drainage ditch north through Elm Street EXT. St. Laurent and Son will be excavating to replace approximately 600' of drainage pipe and structures, 250' of this work will be in the road where the road will be regraded and paved after completing drainage work.

SECTION A: Construction phasing and sequencing to minimize impact on the traveling public:

Phase One Winter Street : The Winter Street Drainage work will be performed by closing Winter Street from Elm Street Ext to Main Street. We will allow residents in this section of road access to their properties in a safe manner as the work proceeds. All of the traffic west bound on Winter Street and Elm Street EXT. will not be disturbed as we work on Winter Street. The drainage work on Winter street will be approximately 10 working days. The road will be opened for weekend traffic.

Phase Two Elm Street EXT.: The Elm Street EXT. Drainage work will be performed by closing Elm Street Ext from Winter Street to Main Street. All of the traffic east bound on Winter Street will flow as we open the one-way section previously occupied. The drainage work on Elm Street EXT. will be approximately 5 working days. The road will be opened for weekend traffic.

Phase Three Paving: This phase will use the same detour pattern as phase one and two. The paving work will take three days on Winter Street and one day on Elm Street EXT. The roads will remain open on the weekends

SECTION B: Written narrative of how traffic and pedestrians will be moved through the project limits:

Traffic will be moved around the project using lane Detours to isolate work areas.

In areas presently designed for pedestrian traffic, i.e. sidewalks, crosswalks and driveways, pedestrians will be crossed as necessary and provided a channelized access through the work area by the use of signs, cones or barrels until they are safely through the work zone. Pedestrian access to homes will be coordinated by 24-hour notice to the owners stating the nature and time frame of the interruption of use and by expediting backfill and grading operations to minimize the service disruption. Special needs cases will be addressed in the field as required.

SECTION C: Description of special Detours:

There will be a Message board set out on Winter Street prior to work, to notify public with date of closer.

The detour for the Winter Street phase will have two detour routes. One to accommodate commercial traffic that will start at Topsham Fair Mall Rd to Monument Place to Main Street. The second detour pattern will be for residential traffic and will start at Bridge Street to Maple Street to Summer Street to Main Street.

The Detour route for the Elm Street EXT. will follow the Winter Street detour in reverse. The detour will move the Elm Street traffic North on Main Street. The traffic passing Summer Street will have a detour arrow to promote residential traffic in this route.

See the attached Traffic Control Plan sheets for traffic control treatments at the project site.

SECTION D: Traffic Control Supervisor

Abram Ward will be the traffic control supervisor for this project. Abram will direct and oversee the installation of the work zone traffic control, and the detour routes. Abram and/or his designee will be available at any time during construction and will make routine checks on detours to correct any traffic control issues.

SECTION E: Notification List In The Event of Traffic Emergencies:

Emergency	911
St. Laurent and Son – Office	(207) 784-7944
Abram Ward, Responsible Person & Project Manager	
Office Phone	(207) 784-7944
Cell Phone	(207) 504-2004
Sagadahoc County Sheriff	(207) 443-8529
Maine State Police	(207) 624-7076
Topsham Town Office	(207) 725-1720
Topsham Police Department	(207) 725-4337
Topsham Fire and Rescue	(207) 725-7581
Maine DEP	(800) 482-0777
National Response Center	(800) 424-8802
Clean Harbors	(800) 799-8111

SECTION E: Maximum length of contiguous lane closure:

The maximum length of contiguous lane closure will be as agreed with the MDOT Representative.

SECTION F: The temporary roadway surface conditions and treatment:

Traffic may travel on some sub-base gravel in areas of work and this surface shall be maintained, acceptable to the MDOT Representative, so as not to cause vehicular damage or unnecessary traffic slow-downs. Offending loose stones and debris from construction activities will be swept / removed from the roadway surface. Temporary ramps (HMA/Cold Patch) shall be used as necessary to transition between paved and gravel areas.

Dust control methods, acceptable to the MDOT Representative, will be utilized to keep dust at a minimum.

Cross trenches for road culverts shall be paved prior to Friday night or before shutting down operations for the weekend.

SECTION I: The coordination of appropriate temporary items (drainage, concrete barriers, barrier end treatments, impact attenuators, and traffic signals) with the TCP:

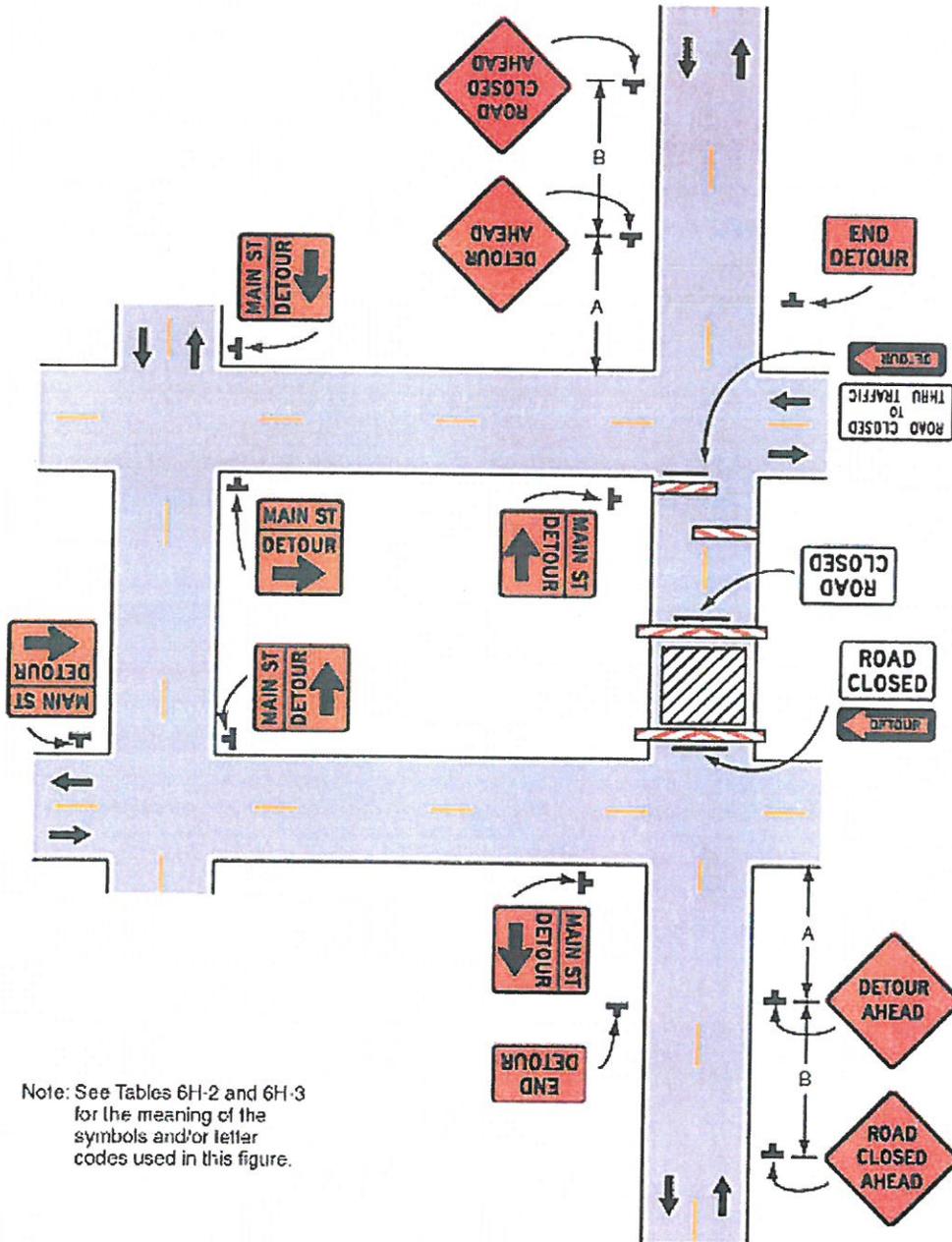
For temporary traffic control items, see the attached traffic control signing plans.

SECTION J: The plan for unexpected nighttime work along with a list of emergency nighttime equipment available on-site:

For unexpected night time work, we will illuminate the work areas and the flagger stations if flaggers are used. All employees will wear reflective clothing. Flaggers will wear Class 3 apparel, hardhats with 360° retro-reflectivity and use retro-reflective or flashing SLOW/STOP paddles.

Portable light towers will be brought to the site as needed.

Figure 6H-20. Detour for Closed Street (TA-20)



Note: See Tables 6H-2 and 6H-3 for the meaning of the symbols and/or letter codes used in this figure.

Typical Application 20



ST!







Monument Pl

Maple St

Winter St
Detour

Commercial
Detour

Winter St

Main St

Residential
Detour

Bridge St

Summer St

Maple St

