

**7:00PM Board of Selectmen Meeting  
Topsham Municipal Building  
Donald A. Russell Meeting Room  
May 3, 2018**

**Pledge of Allegiance –**

**Roll Call of Board Members –**

**Town Manager's Report –**

**Board and Committee Reports and Updates-**

- Update from House Representative, Denise Tepler
- Head of Tide Presentation – Pam LeDuc, Parks/Recreation Director
- Update TDI/ECD- John Shattuck, Economic and Community Development, Director

**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 open the polls at 8:00am on June 12, 2018 for the State of Maine Primary and Referendum Election and M.S.A.D. #75 District Budget Referendum.
3. Approval to extend the Registrar's office hours on Wednesday, June 6, 2018 to remain open until 6:30PM for the purpose of additional hours for voter registration as required by state statute 21-A§122.6.
4. Approval to appoint Ballot clerks for the June 12, 2018 Municipal Election.
5. Approval to appoint Linda Dumont as Warden for the State Election.

**Public Hearing –**

**Unfinished Business –**

**Old Business –**

**New Business –**

**18-31-** Consideration and any appropriate action on the request to award the bid to remove asbestos for the Old Fire Station on Green Street to the lowest bidder, New Meadow Abatement, Inc.

**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: 05/03/2018

**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 Special Selectmen meeting 04-12-2018.

**Brief Description of Consent or Agenda Item:** see attached

**Submitted by** Rich Roedner, Town Manager

**Date:** 04-23-2018

MINUTES  
TOWN OF TOPSHAM  
BOARD OF SELECTMEN MEETING  
APRIL 12, 2018 - 7:00 p.m.

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

MEMBER(S) ABSENT: All present

STAFF PRESENT: Richard Roedner, Town Manager

A special meeting of the Topsham Board of Selectmen was held on Thursday, April 12, 2018 in the Donald A. Russell Meeting Room, at the Municipal Building, 100 Main Street, Topsham, Maine.

Also present at the meeting were the following members of the Finance Committee: Christopher Dawson, Gail Eaton, Kimberley Mondonedo, David Reed, Peter Richard, Tori Ryan and Kenneth Stockford.

**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, as well as the 7 above members of the Finance Committee.

**TOWN MANAGER'S REPORT**

Due to the "spring" thaw, we are lifting road postings as of tomorrow, Friday the 13th. Despite the cold weather, the frost is out and the weight restrictions are no longer needed.

Saturday, June 23 is the planned date for the Comprehensive Plan Committee's next big public event as our new Comprehensive Plan takes shape. Stay tuned for details.

Saturday, June 2 is the grand opening of the Head of Tide Park. This project started in 2007 with an idea, and over the years, a close partnership between the Town, Brunswick Topsham Land Trust and TDI, has enabled the Town to acquire land at the head of tide on the Cathance River, and develop a really remarkable riverside park. The last piece of property on the upstream side of the road has now been deeded to the Town, and the park is now complete. There will be future improvements no doubt, but it is now complete and functional park. On June 2, there will a series of events throughout the day, including a history program at Town Hall, the annual plant sale from the Garden Club at Town Hall, fly fishing demonstrations, a ribbon cutting and a reception at the Library. Again, stay tuned for the final schedule of events and the times involved.

Several weeks ago, we were contacted by the Town of Lisbon about the Celotex facility that straddles the town lines. Our Board agreed that a joint meeting made sense, and we are now planning to schedule that for Thursday, May 24 at the Lisbon Town Offices, at 7 p.m. This date/time is subject to Board agreement by both Boards.

Lastly, a reminder that Town Meeting will be held at 7:00 p.m. on Wednesday, May 16, 2018 at the Commons at Mt. Ararat High School. Doors open at 6:30 p.m. for registration.

**BOARDS AND COMMITTEE REPORTS AND UPDATES** – None noted.

**PUBLIC COMMENT** – None noted.

**CORRESPONDENCE** – None noted.

**ADJUSTMENTS TO THE AGENDA** – None noted.

**CONSENT CALENDAR**

**1. Approval of the minutes of the Regular Selectmen’s Meeting of 4/5/18.**

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 April 5, 2018, as written.

**PUBLIC HEARING**

**18-28 CONSIDERATION AND ANY APPROPRIATE ACTION ON THE TOWN MEETING WARRANT**

Chairman Douglass explained the process of how he would conduct the Public Hearing to review the articles for the Town Meeting Warrant. He said he would open the Public Hearing, read each article, at which time members of the public could express their comments. The Public Hearing would then be closed. The Board would then deliberate and vote on each article – Selectmen first and then by the Finance Committee. He noted that the Board and Finance Committee had been working on the budget process since December of last year.

The Public Hearing was declared open and each article addressed as follows:

**Article 1:** To elect a Moderator to preside at said meeting. **(No comment from members of the public.)**

**Article 2:** To have the Town vote to raise, appropriate and spend the sum of \$1,398,979 for Debt Service Proposed Debt Service Schedule for the coming year Ladder \$59,985, Municipal Complex \$768,589, Library Bond \$101,938, Municipal Complex #2 \$31,500, 2015 Equipment Bond \$87,172, Monument Place \$180,287, Sidewalks \$31,500, 2016 Equipment Bond \$138,008. **(No comment from members of the public.)**

**Article 3:** To see what sum the Town will vote to spend for General Government under the following accounts and to see what sum the Town will vote to raise and appropriate for the same: 1. Administration \$345,885, 2. Municipal Officers \$18,621, 3. Finance Manager

\$88,589, 4. Central Services \$133,100, 5. Tax/Clerk \$309,965, 6. Codes \$92,312, 7. Assessing \$128,270, 8. Elections/Registration \$13,064, 9. Planning Office \$242,006, 10. Economic Development \$124,400, 11. Municipal Insurance \$186,980, 12. Facilities Maintenance \$166,275, 13. Parks/Recreation \$408,582 14. Library \$651,146, 15. General Assistance \$20,600, 16. Contractual Services \$117,600, 17. Public Utilities \$370,763, 18. Municipal TIF Fund \$ 106,147. Total \$3,524,305. Board of Selectmen Recommendation \$3,524,305, Finance Committee Recommendation \$3,524,305 **(No comment from members of the public.)**

**Article 4 :** To see what sum the Town will vote to spend for the Capital Projects Fund under the following accounts and to see what sum the Town will vote to raise and appropriate for the same: 2018-2019, \$1,346,355 Board of Selectmen and Finance Committee Recommendation: \$1,346,355. **Parks and Recreation Director, Pam LeDuc asked to be recognized and explained that she was not able to be at the last meeting when the budget process was reconciled. Ms. LeDuc explained the poor condition of the zero turn lawn mower and the various uses for the piece of equipment. She requested that an additional \$8,000 be added to the budget for the purchase of a new mower.**

**Article 5:** To see what sum the Town will vote to spend for Public Safety under the following accounts and to see what sum the Town will vote to raise and appropriate for the same: 2018-2019, Police Protection \$1,807,432, Fire Protection/Rescue \$1,002,511 Total \$2,809,943. Board of Selectmen and Finance Committee Recommendation: \$2,809,943. **(No comment from members of the public.)**

**Article 6:** To see what sum the town will vote to spend for Public Works, Solid Waste, and Recycling under the following accounts and to see what sum the Town will vote to raise and appropriate for the same: (The Public Works Department is authorized to spend funds from this article in support of Capital Projects) 2018-2019 Public Works \$1,228,995, Solid Waste/Recycling \$393,820. Total \$1,622,815 Board of Selectmen and Finance Committee Recommendation: \$1,622,815. **(No comment from members of the public.)**

**Article 7:** To see what sum of money the Town will vote to spend for the Topsham Community Fund, which will go towards short-term unanticipated costs associated with the Androscoggin Bike Path, for local costs associated with the development and acquisition of the Head of Tide Park, or into the Topsham Community Fund for future projects. Board of Selectmen Recommendation and Finance Committee Recommendation \$15,000. Both recommending Ought to Pass. **(No comment from members of the public.)**

**Article 8:** To see what sum the Town will vote to increase the maximum property tax levy limit established by State Law (L.D.1) in the event that the municipal budget approved at this Town Meeting results in a tax commitment in excess of the maximum property tax levy otherwise applicable such that the increase maximum property tax levy hereby established will equal the amount committed: (By State Law, the vote on this article must be by written ballot.) Board of Selectmen and Finance Committee Recommendation Ought to Pass/Ought not to Pass **(No comment from members of the public.)**

**Article 9:** To see if the Voters will adopt 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. Planning Board Recommendation - Ought to Pass.

**Charles Dogherty, owner of HighBrow at the Topsham Fair Mall, spoke against the article saying its passing would hurt his business and that he is in favor of selling retail marijuana. He spoke of the business advantage and the importance of stopping the black market. Mr. Dogherty said he paid \$5,000 to the state for his license.** Chairman Douglass explained the Board's position of wanting to wait to see what the State comes up with for regulations. Planning Board member, Peter Richard, also explained the Planning Board's reasoning for recommending an "Ought to Pass" on this article.

**Article 10:** To see if the Voters will adopt an Ordinance to amend the Town Code, Chapter 225-50, Apartment Buildings and Multifamily Developments – to amend the section to correct omissions and errors. Planning Board recommendation: Ought to pass. **(No comment from members of the public.)**

**Article 11:** To see if the Voters will adopt an Ordinance to amend the town Code, Chapter 225-16 Attachment 1:1 Table of Use Regulations – to amend the table to delete, add and allow certain existing uses within all zoning districts. Planning Board Recommendation: Ought to pass. **(No comment from members of the public.)**

**Article 12:** To see if the voters will vote to pay for tax abatements and applicable interest granted during the fiscal year of 2018/2019 from Overlay. (Explanation: The Assessor is authorized to raise Overlay under 36 MRSA, Section 710, but voter authorization is required to spend Overlay. Overlay cannot be more than 5% of the Tax Commitment.) **Town Manager Roedner spoke of the importance of voter approval of this article at Town Meeting.**

**(Articles 13 through 19 were noted as "Housekeeping Items" and were addressed all together with no comments from members of the public.)**

**Article 13:** To see if the Town will fix the date of the Maine 2019 Special Town Meeting May 15, 2019 Board of Selectmen Recommendation: Ought to pass.

**Article 14:** To see if the Town will fix the dates when taxes are due and payable, Monday, October 15, 2018 and Tuesday, April 16, 2019 and to see if the Town will fix a rate of interest to be charged on taxes after said date at 8% or the maximum amount determined by the State Treasurer. Board of Selectmen Recommendation: Ought to pass.

**Article 15:** To see if the Town will establish a maximum interest rate to be paid on abates taxes. 8% or the maximum rate established by the State Treasurer. For delinquent taxes the interest rate to be paid by the town will be reduced by 2%. Board of Selectmen Recommendation: Ought to pass.

**Article 16:** To see if the Town will authorize the Selectmen to dispose of Town-owned personal property with a value of \$5,000 or less under such terms as they deem advisable: Board of Selectmen Recommendation: Ought to Pass/Ought not to Pass

**Article 17:** To see if the Town will authorize the Selectmen to accept gifts on behalf of the Town under such terms as they deem advisable: Board of Selectmen Recommendation: Ought to Pass/Ought not to Pass

**Article 18:** To see if the Town will authorize the Selectmen to convey by deeds of quit-claim title or other titles as appropriate any real estate acquired by the Town to such persons for such

considerations as the Selectmen may in each case determine: Board of Selectmen Recommendation: Ought to Pass/Ought not to Pass

**Article 19:** To see if the Town will authorize the Board of Selectmen to apply for grants, approve the acceptance of grants, receive grants, appropriate the Town's share of the grants from funds raised at a Town Meeting and expend the grant for the purpose stated in the grant: Board of Selectmen Recommendation: Ought to Pass/Ought not to Pass

With all comments having been heard, the Public Hearing was declared closed.

Chairman Douglass explained that the Board of Selectmen would look at each article, discuss it if necessary, and vote. Then the Finance Committee would follow on each article. Results of the voting follows with Finance Committee vote in italics.

**Article 1 –** Motion was made by Selectman Tufts, seconded by Selectman Lyons, and it was unanimously **VOTED** to move Article 1 to Town Meeting.

**Article 2 -** Motion was made by Selectman Tufts, seconded by Selectman Lyons, and it was unanimously **VOTED** to move Article 2 (\$1,398,979) to Town Meeting.

*Motion was made by Mr. Stockford, seconded by Ms. Eaton, and it was unanimously **VOTED** to move Article 2 (\$1,398,979) to Town Meeting.*

**Article 3 -** Motion was made by Chairman Douglass, seconded by Selectman Lyons, and it was unanimously **VOTED** to move Article 3 (\$3,524,305) to Town Meeting.

*Motion was made by Ms. Eaton, seconded by Ms. Mondonedo, and it was unanimously **VOTED** to move Article 3 (\$3,524,305) to Town Meeting.*

**Article 4 -** This article was discussed. The amount of \$1,346,355 was budgeted. Following discussion, the Board and Finance Committee agreed to increase the amount by \$9,000 to include the recreation mower requested by Ms. LeDuc. Amount to vote on would now \$1,355,355. Motion was made by Chairman Douglass, seconded by Selectman Thompson, and it was **VOTED** to increase the budgeted figure of \$1,346,355 to \$1,355,355 and to forward to Town Meeting.

*Motion was made by Ms. Eaton, seconded by Ms. Ryan to add \$9,000 to the budgeted figure of \$1,346,355 and to send the figure of \$1,355,355 forward to Town Meeting. Vote was called and the motion passed. (Vote was 6 in favor with one voting against, Mr. Reed.)*

**Article 5 -** Motion was made by Selectman Tufts, seconded by Selectman Lyons, and it was unanimously **VOTED** to move Article 5 (\$2,809,943) to Town Meeting.

*Motion was made by Mr. Stockford, seconded by Ms. Mondonedo, and it was unanimously **VOTED** to move Article 5 (\$2,809,943) to Town Meeting.*

**Article 6 -** Motion was made by Selectman Tufts, seconded by Selectman Lyons, and it was unanimously **VOTED** to move Article 6 (\$1,622,815) to Town Meeting.

*Motion was made by Ms. Eaton, seconded by Ms. Mondonedo, and it was unanimously **VOTED** to move Article 5 (\$1,622,815) to Town Meeting.*

**Article 7 -** Motion was made by Selectman Tufts, seconded by Selectman Lyons, and it was unanimously **VOTED** to move Article 7 (15,000) to Town Meeting.

*Motion was made by Ms. Eaton, seconded by Ms. Mondonedo, and it was unanimously **VOTED** to move Article 7 (15,000) to Town Meeting.*

**Article 8 -** Motion was made by Chairman Douglass, seconded by Selectman Lyons, and it was unanimously **VOTED** to mover Article 8 forward to Town Meeting with no recommendation from the Board of Selectmen.

*Motion was made by Mr. Richard, seconded by Ms. Eaton, and it was unanimously **VOTED** to move Article 8 to Town Meeting with no recommendation from the Finance Committee.*

**Article 9 -** Motion was made by Chairman Douglass, seconded by Selectman Lyons to move Article 9 to Town Meeting with recommendation from the Board of Selectmen of “Ought to Pass.”

**Article 10 -** Motion was made by Chairman Douglass, seconded by Selectman Lyons to move Article 10 to Town Meeting with recommendation from the Board of Selectmen of “Ought to Pass.”

**Article 11 -** Motion was made by Chairman Douglass, seconded by Selectman Lyons to move Article 11 to Town Meeting with recommendation from the Board of Selectmen of “Ought to Pass.”

**Article 12, Article 13, 14, 15, 16, 17, 18 and 19.** Motion was made by Chairman Douglass, seconded by Selectman Lyons and it was unanimously **VOTED** to move Articles 12 through 19 to Town Meeting with recommendation from the Board of Selectmen of “Ought to Pass.”

**OLD BUSINESS** – None noted.

**NEW BUSINESS**

**18-29 CONSIDERATION AND ANY APPROPRIATE ACTION ON THE APPOINTMENT OF WILLIAM GREENWOOD TO THE TREE COMMITTEE, SHANA STEWARD DEEDS TO THE CONSERVATION COMMISSION AND CHARLENE SWIFT TO THE FINANCE COMMITTEE**

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

**VOTED**

To appoint William Greenwood to the Tree Committee, Shana Steward Deeds to the Conservation Commission and Charlene Swift to the Finance Committee.

**EXECUTIVE SESSION**

At 7:48 p.m. motion was made by Chairman Douglass, seconded by Selectman Lyons, and it was unanimously

**VOTED**

To move into Executive Session to discuss acquisition of real property, pursuant to 1 M.R.S.A. § 405 (5) (C).

**18-30 CONSIDERATION AND ANY APPROPRIATE ACTION TO ENTER INTO EXECUTIVE SESSION TO DISCUSS ACQUISITION OF REAL PROPERTY, PURSUANT TO 1 M.R.S.A. § 405 (5) (C)**

Following discussion, no action was taken.

**ADJOURNMENT**

The Board came out of Executive Session at 8:50 p.m. Motion was made by Selectman Brilliant, seconded by Selectman Thompson, and it was unanimously

**VOTED**

To adjourn the meeting.

Respectfully submitted,

\_\_\_\_\_  
Patty Williams, Recording Secretary

# Board of Selectmen Meeting

For the date of: 5/3/2018

**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** 2-5

(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:**

2. Approval to open the polls at 8:00 am on June 12, 2018 for the State of Maine Primary and Referendum Election and MSAD NO. 75 District Budget Referendum.
3. Approval to extend the the Registrar's office hours on Wednesday June 6, 2018 to remain open until 6:30 pm for the purpose of additional hours for voter registration as required by state statue 21-A§122.6
4. Approval to appoint Ballot clerks for the June 12, 2018 Municipal Election
5. Approval to appoint Linda Dumont as Warden for the State Election.

**Brief Description of Consent or Agenda Item:** List attached

**Submitted by:** Linda Dumont, Town Clerk

**Date:** 4/2/2018

# Ballot Clerks to serve at Municipal Elections, and Special Town meeting May 1, 2018-2019

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

# Board of Selectmen Meeting

For the date of: 05/03/2018

**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:** 18.31

(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 request to award the bid to remove asbestos from the Old Fire Station on Green Street to the lowest bidder, New Meadow Abatement, Inc.

**Brief Description of Consent or Agenda Item:** See memo and attached bids

**Submitted by:** Dennis Cox, Public Works Director

**Date:** 04-19-2018



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



April 17, 2018

To: Rich Roedner  
From: Dennis Cox  
Subject: Bid Results for Asbestos Removal from the Old Fire Station

An asbestos abatement was done to determine if there was any asbestos in the Old Fire Station and it was determined that there were two locations, the floor in one room and on the boiler.

I then sent out bid requests for the removal of this material from five businesses and four responded.

The following contractors bid the asbestos removal and the cost from each to remove this material per Maine Department of Environmental Protection rules and dispose of it:

|                              |          |
|------------------------------|----------|
| Victory Environmental, LLC   | \$ 7,535 |
| New Meadows Abatement, Inc.  | \$ 6,510 |
| R.J. Enterprises, Inc.       | \$ 8,000 |
| Safe Environmental Solutions | \$ 7,450 |

All four bids do meet our requirements and I am recommending the low bid, New Meadows Abatement for \$6,510 from Bath.

Please contact me if there are any questions.

# R.J. ENTERPRISES INC.

*Specializing in Asbestos Abatement, Mold/Lead Remediation & Selective Demolition*

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P.O. Box 82  
Brunswick, Maine 04011

(207) 373-0344  
fax (207) 373-1344  
info@rjenterprisesinc.net

April 5, 2018

Dennis Cox  
Public Works Director  
Town of Topsham  
10 Maintenance Way  
Topsham, ME

Dear Dennis

Thank you for the opportunity to present a proposal for the removal of asbestos in way of demolition of the former Topsham Fire Station on Green Street in Topsham. There is approximately 120 square feet of linoleum on the second floor and 11 square feet of boiler gasket material on the boiler in the basement.

The work area will be maintained under negative pressure utilizing critical barriers over doors and windows. A three-stage decontamination unit will be attached directly to the containment. All asbestos will be kept wet and placed immediately into properly labeled containers for disposal into an E.P.A. approved landfill.

The cost for this project is \$8,000.00 and includes labor, materials, disposal fees, and all other related costs.

If you have any questions, please do not hesitate to call.

Sincerely,



Liz Storer



**Safe Environmental  
Solutions**

Safe Environmental Solutions, Inc.  
346 South Street Building #2 Gorham, Maine 04038  
Tel: 603-883-1111 Fax: 603-883-1112  
www.safeenvironmentalsolutions.com

*346 South Street Building #2 Gorham, Maine 04038*

**ASBESTOS ABATEMENT COST PROPOSAL**  
(SES Project 18-04006)

**Prepared For:**

Mr. Dennis Cox  
Public Works Director  
10 Maintenance Way  
Topsham, Maine.  
207-725-1728  
[dcox@topshammaine.com](mailto:dcox@topshammaine.com)

**Location:**

"Former" Topsham Fire Station  
Green St  
Topsham, Maine

**From:**

Bruce M. Hackett, Sr.  
Safe Environmental Solutions  
346 South Street Bldg. #2  
Gorham ME 04038

April 12, 2018

Safe Environmental Solutions, Inc. (SES) appreciates the opportunity to assist you with your asbestos abatement requirements. SES is a leader in the Indoor Air Quality (IAQ), asbestos, lead, testing and abatement services. Our management team has over 40 years of combined experience in providing cost effective solutions for environmental issues.

The cornerstone of our company's philosophy is the concept that an informed consumer is an important partner in the successful management of any environmental remediation project.

Our fully insured professional staff at Safe Environmental Solutions are committed to providing safe & creative engineering, design, and cost-effective solutions that work to meet our individual client's needs.

The enclosed information has been assembled so that you can have a better understanding of the industry. We encourage you to ask us questions and to contact any of our clients regarding our professionalism, price and overall response.

Our commitment is to a safe and healthy environment, satisfied customers, quality service, and of course very competitive pricing.

Sincerely,

*Bruce M. Hackett, Sr.*

Bruce M. Hackett  
President / CEO

This quote is based on the Hazardous Materials Assessment completed by ICON Environmental on August 28, 2017 as well as our site visit we recently conducted. The abatement/removal will be completed under the State of Maine DEP Asbestos Management Regulations Chapter 425, Federal EPA , and OSHA requirements, for demolition of facilities..

**Task #1 – Abatement of asbestos containing materials as outlined in the Asbestos Materials Listing in the ICON assessment report.**

|  |                   |
|--|-------------------|
| ➤ Labor, Materials, Waste                  | \$7,000.00        |
| ➤ DEP Notification & Independent Clearance | <u>\$450.00</u>   |
|  | <b>\$7,450.00</b> |

We look forward to serving you and stand committed to a safe and healthful Maine. Should you have any further questions or concerns, please feel free to contact me directly at 207-615-3694 or [bruce@sesofne.com](mailto:bruce@sesofne.com).

Sincerely

*Bruce M. Hackett, Sr.*

Bruce M. Hackett, Sr.  
President / CEO

4/16/18  
7:40 AM.

VICTORY  
ENVIRONMENTAL, LLC

**COST ESTIMATE AND PROPOSAL**  
**ASBESTOS ABATEMENT AND DISPOSAL**

*PREPARED FOR:*

**Dennis Cox**  
**Public Work Director**  
**10 Maintenance Way**  
**Topsham Maine**

*AT:*

**Former Topsham Fire Station**  
**Green Street**  
**Topsham Maine**

*FROM:*

**Victory Environmental LLC**  
**PO Box 2228**  
**Windham Maine**

# VICTORY ENVIRONMENTAL, LLC

April 16, 2018

Dennis Cox  
Public Work Director  
10 Maintenance Way  
Topsham Maine

Re: Asbestos Cost Estimate for Asbestos Removal Services at the former Topsham Fire Station

This letter is in response to the request for cost estimate for asbestos linoleum flooring and boiler gasket and mud packing removals

***Findings and Observations:***

There is approximately 120 sq/ft of asbestos linoleum flooring in the 2<sup>nd</sup> floor SCBA room and a boiler on the ground floor that has asbestos gasketing and mud packings that need to be removed prior to building demolition by others. Power is available at the site, water is not, VELLC will provide own portable water for the abatement process.

***Recommendations:***

Victory Environmental LLC recommends that proper removal and disposal of the materials described in the findings and observations be conducted prior to building demolition by others. The work will be conducted in compliance with all applicable regulations using regulated removal methods by a state of maine DEP licensed Asbestos Contractor.

Page Two

Former Topsham Fire Station  
Green Street  
Topsham Maine

**Owners Responsibilities**

- Provide Parking
- Provide Power
- Clear access to the work area's

**Scope of Service & Breakdown of Costs:**

- Removal and disposal of approximately 120 sq/ft of asbestos linoleum flooring from the 2<sup>nd</sup> floor SCBA room and asbestos gasketing and mud packing from the boiler on the ground floor prior to building demolition by others. Power is available at the site, water is not, VELLCC will provide own portable water for the abatement process. Boiler and components will remain at the site. \$ 6,660.00
  - Independent visual and air clearance fee's (two) \$ 775.00
  - Maine DEP Fee \$ 100.00
- Total \$ 7,535.00**

**PAYMENT TERMS:** Payment due in full upon completion

I trust that this information is sufficient for your asbestos abatement planning need. We look forward to serving you and stand committed to a quality, cost effective services. Should you have any further questions or concerns, please feel free to contact me.

Very truly,



Mark Griffeth  
President

**Victory Environmental LLC**

NEW MEADOWS ABATEMENT, INC.  
P.O. BOX 227  
BATH, MAINE 04530  
PH: 443-1071 FAX: 443-1613  
www.newmeadowsabatement.com

April 13, 2018

Dennis Cox  
Public Works Director  
Town of Topsham  
100 Main Street/ 10 Maintenance Way  
Topsham, Maine 04086

RE: Town's Old Fire Station on Green Street, Topsham

Dear Dennis;

Thank you for the opportunity to present a proposal for the removal and disposal of approx. 120 sq. ft. of asbestos linoleum; approx. 3 sq. ft. of mud packing on boiler and 8 sq. ft. of asbestos gaskets. Boiler will be dismantled, cleaned and left on site.

|  |                   |
|--|-------------------|
| Materials, Notification, Disposal, Labor, etc. | \$6,110.00        |
| Independent Air Clearance                      | \$ 400.00         |
| <b>Total:</b>                                  | <b>\$6,510.00</b> |

The scope of work for removal shall consist of the following procedures:

1. Isolate and contain the work area(s) with 2 layers of four-mil polyethylene sheeting on doors & windows, vents, etc. After pre-cleaning the area with a vacuum cleaner equipped with a High Efficiency Particulate Air Filter.
2. Construct an employee decontamination unit and shower facility.
3. Provide a negative air filtration system equipped with a HEPA filter to continually clean the air while the work is in progress and employs state-of-the-art equipment and techniques during the removal process.
4. Remove ACM materials.

New Meadows Abatement, Inc. will perform work in accordance with:

1. Chapters 401, 405, and 425 D.E.P. - Solid Waste Disposal Regulations.
2. 29 CFR 1926.1101 - OSHA Construction Standards for Asbestos.
3. 40 CFR 61 Subparts A and M, National Emission Standards for Hazardous Air Pollutants for Asbestos.
4. All air monitoring required by OSHA Regulations 29 CFR 1926.58 with a copy of the clearance analysis conducted by an independent laboratory and showing less than 0.01 fibers per cubic centimeter of air.

New Meadows Abatement, Inc. shall maintain all books, documents, records of medical monitoring, respirator fit testing, air monitoring, asbestos disposal receipt upon delivery at a State approved landfill, and other documentation required by statutes or regulations and shall make all such material available to the building owner upon request.

These prices include all labor, materials, transportation, disposal fees, and all other related expenses.

Any alteration or deviation from the above contractual specifications that involve extra cost will be executed only upon the parties entering into a written change order.

Dates of commencement and completion will be set forth in the Maine Department of Environmental Protection (DEP) asbestos project notification. A copy will be forwarded to you upon request.

After acceptance of this contract, please allow one week lead time for the project commencement date, as a notification must be sent to the DEP five business days in advance of any project involving more than three square/linear feet of asbestos-containing materials.

Upon acceptance, a down payment of one third of the contract price is preferred. For projects that are cancelled at least one week in advance of the commencement date, the down payment will be refunded, less any non-refundable fees paid to the Maine DEP, not to exceed two hundred dollars. An invoice for the remainder will be sent upon completion of the project. Full payment is expected completion of the project. We accept checks or money orders only.

New Meadows Abatement, Inc. reserves the right to add a 1.5% monthly service charge on all unpaid balances beyond 30 days from the invoice date and to be compensated for all collection costs incurred including reasonable attorney fees.

If you wish to accept this proposal, please sign and return one copy to New Meadows Abatement, Inc. Please do not hesitate to call if I can be of further assistance.

Sincerely,

Michael S. Lemar  
Vice President  
New Meadows Abatement Inc.

Proposal accepted by:

\_\_\_\_\_  
Name/Title

\_\_\_\_\_  
Date

Your Contact # \_\_\_\_\_

\*This proposal is valid for 30 days. Thereafter, price is subject to change.