

**6:00PM Executive Session
(Items 20-64 and 20-65)
6:30PM Board of Selectmen Meeting
Virtual Meeting (TV Ch. 3)
September 17, 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
- Update regarding the establishment of Energy Committee - Mark Waltz, Assistant Town Manager

Correspondence – If you have any comments/questions on an agenda topic, email them to info@topshammaine.com by Tuesday, the week of meeting. Please include your full name and address in the email. Emails will be reviewed and addressed during the meeting which will be televised on channel 3.

Adjustments to the Agenda – At this time we will be taking phone calls for any comments/question you have on this agenda at 373-5090. We will be asking for you name, address and brief comment/question.

Consent Calendar –

1. Approval of the minutes of the Regular Selectmen meeting September 3, 2020.
2. Approval to extend the Registrar's office hours on Tuesday, September 22, 2020 National Voter Registration Day and on Thursday, October 29, 2020 until 7:00pm for the purpose of additional hours for voter registration as required by state statute 21-A§122.6.

Public Hearing –

20-62- Consideration and any appropriate action on an application for a Special Amusement permit for American Legion Corey Edwin Garver Post 202.

Unfinished Business –

Old Business –

New Business –

20-63- Consideration and any appropriate action to award the bid for winter sand.

Executive Session- *(Held prior to meeting @6:00PM)*

20-64- Consideration and any appropriate action to enter into Executive Session pursuant to 36 M.R.S.A. § Title 1 405 (6) (F) to discuss tax acquired properties.

20-65- Consideration and any appropriate action to enter into Executive Session pursuant to 36 M.R.S.A. § Title 1 405 (6) (F) to discuss tax acquired properties.

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



Memorandum

To: Town Manager Scrapchansky
From: Asst. Town Manager Waltz
Re: Establishment of Standing Commission on Energy
Date: September 1, 2020

Title 30-A M.R.S.A. § 3271 allows municipalities to create energy commissions.¹ If a Town chooses, it is permissible to combine an energy commission with a conservation commission.

Pursuant to 30-A M.R.S.A. § 3272, the purposes of the energy commission may include the following:

- A. To study and recommend energy policies to the municipal officers, body or board and to the planning board, if any;
- B. To reduce energy consumption in the municipality by encouraging energy conservation and better energy management;
- C. To promote efforts to increase community energy self-sufficiency through the development of safe, efficient and renewable energy resources;
- D. To provide leadership and direction for local energy conservation education;
- E. To work with other public and private organizations to secure funding and other resources for local energy projects and employment;

¹ **30-A §3271. Energy commissions**

Unless otherwise provided under their home rule authority, municipalities may establish energy commissions as provided in this section

1. Appointment of commissioners. The municipal officers may appoint at least 3, but not more than 7, energy commissioners. Members shall initially be appointed for terms of one, 2 and 3 years, such that the terms of approximately 1/3 of the members will expire each year. Their successors shall be appointed for terms of 3 years each. Members shall serve until the appointment of their successors.

2. Combination with conservation commission. Notwithstanding sections 3261 to 3264, municipal officials may combine the duties of a municipal energy commission with those of an existing conservation commission to create an entity with responsibilities for a wide range of energy and conservation issues.

F. To coordinate their efforts with those of other local, regional and state organizations;
and

G. To serve other purposes related to energy as specified by the municipality.

If a standing energy commission is formed, the Town must notify the Department of Economic and Community Development of its formation.

While state law authorizes the Town to establish an energy commission, in order to actually establish a standing commission, the Town needs to exercise its home rule authority (30-A M.R.S.A. § 3001) and pass an ordinance establishing it at Town Meeting. The steps to establish the energy commission are as follows:

- A. Draft ordinance which establishes the committee and governs its operation;
- B. Post the proposed ordinance in the manner provided for town meetings;
- C. Municipal officers must certify one copy of the proposed ordinance to the clerk at least seven days before the meeting;
- D. The proposed ordinance reduced to a question, "Shall an ordinance entitled "Establishment of Energy Commission" be enacted;
- E. Ordinance is voted on at Town Meeting.

The municipal officers have the authority to establish ad hoc committees/commissions at any time. One path forward might be to appoint an ad hoc energy commission charge it with developing the proposed ordinance which will establish the standing commission. The ad hoc committee could also be charged with some of the same tasks as a standing committee could serve and the ad hoc energy commission could operate under the ad hoc charge until Town Meeting when the standing committee can be enacted by ordinance.

Board of Selectmen Meeting

For the date of: 09/17/2020

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 September 3, 2020.

Brief Description of Consent or Agenda Item: see attached

Submitted by Derek Scrapchansky, Town Manager

Date: 09-09-2020

MINUTES
TOWN OF TOPSHAM
BOARD OF SELECTMEN MEETING
HELD VIA ZOOM FROM INDIVIDUAL RESIDENCES
SEPTEMBER 3, 2020 – 6:30 P.M.

MEMBERS PRESENT: David Douglass
Marie Brilliant
Ruth Lyons
Matt Nixon

MEMBER(S) ABSENT: Roland Tufts

STAFF PRESENT: Derek Scrapchansky, Town Manager, Assistant Planner Andrew Deci.

A meeting of the Topsham Board of Selectmen was held on Thursday, August 20, 2020, with individuals joining the meeting from their residences via Zoom.

EXECUTIVE SESSION

20-61 CONSIDERATION AND ANY APPROPRIATE ACTION TO ENTER INTO EXECUTIVE SESSION PURSUANT TO 1 M.R.S.A §405 (6) (A) TO DISCUSS PERSONNEL MATTERS

The Board met at 6:10 p.m. and voted to enter into Executive Session to discuss Item 20-61. Attending the meeting was the Town Manager, Mr. Douglass, Ms. Brilliant, Ms. Lyons and Mr. Nixon. Motion was made, seconded and unanimously **VOTED** to come out of Executive Session at 6:40 p.m. Motion was made, seconded and unanimously **VOTED** to follow through with the suggestion made by the Town Manager.

CALL TO ORDER

Chairman Douglass called the regular meeting to order at 6:44 p.m.

PLEDGE OF ALLEGIANCE/ROLL CALL

Everyone was 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, except for Mr. Tufts, who had been excused.

TOWN MANAGER'S REPORT

Good Evening,

The Clerk's office is taking applications for absentee ballot requests. They are available by phone, mail, in-person, or online. As of today, we have received over 1200 applications for absentee ballots. Also, papers for Board of Selectmen and School Board positions are due by 3:00 p.m. tomorrow.

The Solid Waste Facility has reopened the token machine. Hand sanitizer and hand wipes are available for your safety when using the machine.

The Parks and Recreation Department is accepting registrations for fall programming. A reduced soccer league, mountain biking, field hockey, and cross country are also being offered. In addition, there will be clinics for pickleball for Topsham residents. Dates will be announced soon. Please visit the Parks and Recreation webpage for more information.

Work has commenced on the Public Safety Building as part of the Municipal Complex trim/facia project. We expect this to be complete by October 1st.

Select Board meetings are now streamed live on The Town of Topsham YouTube station. A link can be found on the front page of the Town website under Selectmen's Notices.

Thank you and have a good night,

Derek Scrapchansky
Town Manager

BOARD AND COMMITTEE REPORTS AND UPDATES

INFORMATION ON IMPACT OF PROPOSED AMBULATORY SURGERY CENTER PROJECT IN TOPSHAM

Lois Skillings, President and CEO, at MidCoast-Parkview Health presented a Power Point review of the impact of the proposed Ambulatory Surgery Center Project. The center will be a 93-bed non-profit facility with a mission to care for the people in the Bath-Brunswick-Topsham Community. It proposes to employ 2,031 people. Ms. Skilling said the group opposes the proposed Ambulatory Care Facility slated for Topsham as it will be a duplication of services already available.

Chairman Douglass thanked Ms. Skillings for her presentation and said the Board of Selectmen take no position on either of the proposed projects.

PUBLIC COMMENT

Chairman Douglass asked if anyone from members of the public joining in the Zoom meeting wished to comment. If so, he asked that they raise their hand or call in at 373-5090. No one responded so the meeting moved forward.

CORRESPONDENCE - None noted.

ADJUSTMENTS TO THE AGENDA – None noted.

CONSENT CALENDAR

1. Approval of the minutes of the Regular Selectmen’s meeting of August 20, 2020.

Motion was made by Chairman Douglass, seconded by Selectman Lyons, and it was unanimously (of those present)

VOTED

To approve the minutes of the August 20, 2020 Board of Selectmen Meeting as written.

PUBLIC HEARING

20-56 CONSIDERATION AND ANY APPROPRIATE ACTION ON AN APPLICATION FOR A SPECIAL AMUSEMENT PERMIT FOR THE FAIRGROUND CAFÉ

Owner Perry Leavitt joined the meeting via telephone. Mr. Leavitt responded to questions posed by Chairman Douglass and the following Finding of Facts were gathered:

Applicant: Fairground Cafe

Location: 49 Topsham Fair Mall Road, Topsham

Liquor Lic. Exp: September 21, 2020

Type of Entertainment: Live Music, 1-3 person music groups

Area for Entertainment: Dining Room

Nights of Entertainment: Thursday, Friday, Saturday

Hours of Operation: 5:00 p.m.-8:00 p.m.

Any Furniture Moved: None

Size of Lounge: 60'x50'

Size of Hall: N/A

Seating Capacity: 160, though less during Covid-19 indoor eating guidelines

Adequate Parking: Yes

Letter from Town Depts.: Codes, Fire and Police have no issues.

CONCLUSIONS:

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

Motion was made by Chairman Douglass, seconded by Selectman Lyons, and it was unanimously (of those present)

VOTED

That the application for a Special Amusement Permit for Fairground Cafe be granted as meeting the requirements of Maine Revised Statutes, Title 25-A, Sec 1054 and the Topsham Code Chapter 71, Article 1, Section 6 & 7.

UNFINISHED BUSINESS – None noted.

OLD BUSINESS – None noted.

NEW BUSINESS

20-57 CONSIDERATION AND ANY APPROPRIATE ACTION ON GUIDELINES TO ALLOW ROADSIDE MEMORIALS

The Board held a lengthy discussion on the best way to develop a policy for guidelines to allow roadside memorials. Mrs. Michelle Oram asked the Board for guidance on how to rightfully place a roadside memorial at the place her son lost his life on November 24, 2016. Her family and friends placed a memorial at the scene, but it was learned that the memorial was out of the Town's right of way and approximately one foot onto private property and was taken down. The Oram's would like to place a small cross at the scene.

During discussion, the Board reviewed the ordinance for Political and Non-Commercial Sign Guidelines. Chapter 225-33 of the Topsham Zoning Ordinance provides for the Board of

Selectmen to adopt guidelines for the placement of non-commercial signs in the public right of way. A copy of the ordinance was included in the Board Package and was reviewed at the meeting.

Following discussion, motion was made by Chairman Douglass, seconded by Selectman Lyons, and it was unanimously (of those present)

VOTED

That the Oram's submit what they would like to erect and we move forward to determine what would be allowed in the Town's right of way and bring something in writing back to the Board at the first meeting in November.

20-58 CONSIDERATION AND ANY APPROPRIATE ACTION TO AWARD A BID FOR THE PURCHASE OF A NEW AMBULANCE

Fire Chief Chris McLaughlin reviewed the three bids received for the purchase of a new ambulance. The bids received were from:

Horton Ambulances, Greenwoods, Brunswick, ME	\$289,480.87
Lifeline Ambulances, Specialty Vehicles, Inc, Plainville, MA	\$279,868.00
Braun Ambulances, Autotronics, Bangor, ME	\$264,450.00

Motion was made by Chairman Douglass, seconded by Selectman Lyons, and it was unanimously (of those present)

VOTED

To award the bid for the purchase of a new ambulance to Braun in Bangor, Maine in the amount of \$264,450.

20-59 CONSIDERATION AND ANY APPROPRIATE ACTION TO AWARD A BID FOR THE PURCHASE OF A NEW PLOW TRUCK

Public Works Director Dennis Cox reviewed the bids he received for the purchase of a new plow truck. Bids were received from:

Daigle and Houghton International CV515w/Viking Clves Gear	\$121,808
Daigle and Houghton International CV51 w/Howard Fairfield Gear	\$129,257
Portland North International CV555 w/Viking Clves Gear	\$124,845
Portland North International CV555 w/Howard Fairfield Gear	\$132,294

Motion was made by Chairman Douglass, seconded by Selectman Lyons, and it was unanimously (of those present)

VOTED

To award the bid for the purchase of a new plow truck to Daigle and Houghton International for the CV515 w/Viking Clves Gear in the amount of \$121,808.

20-60 CONSIDERATION AND ANY APPROPRIATE ACTION TO WAIVE THE BID PROCESS AND ACCEPT THE QUOTE FROM CONNECTIVITY POINT TO PURCHASE AND INSTALL A NEW ULTRA NEXXUS TV SERVER

Chairman Douglass referenced the packet of information from Connectivity Point that was included in the Board package.

Parks and Recreation Director Pam LeDuc asked the Board to waive the bid process for the purchase of a new Ultra Nexxus TV Server from Connectivity Point for the following reasons:

- The Ultra Nexxus System works within our current camera, audio and broadcast system.
- The Leightronix Company has stood by us through our issues, loaning us 2 machines to make our broadcasts and slide shows continue to happen, even during the COVID outbreak.
- Connectivity Point is the only vendor for Leightronix machines in Maine.

The total lump sum for the proposal is \$14,032.

Selectman Nixon disagreed that Connectivity Point is the only vendor for Leightronix machines in Maine. He said Portland Headlight and Audio also offers Leightronix and suggested that an RFP be sent to them.

Motion was made by Chairman Douglass, seconded by Selectman Nixon and it was unanimously (of those present)

VOTED

To not waive the bid process and to seek a quote from Portland Headlight and Audio.

ADJOURNMENT

Motion was made, seconded and it was unanimously (of those present)

VOTED

To adjourn the meeting at 7:55 p.m.

Respectfully submitted,

Patty Williams, Recording Secretary

Board of Selectmen Meeting

For the date of: 09/17/2020

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 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 extend the Registrar's office hours on Tuesday, September 22nd *National Voter Registration Day* and on Thursday, October 29th until 7:00 pm for the purpose of additional hours for voter registration as required by state statute 21-A§122.6

Brief Description of Consent or Agenda Item:

Submitted by: Linda Dumont, Town Clerk

Date: 09-01-2020

Board of Selectmen Meeting

For the date of: 09/17/2020

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: 20-62

(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 an application for a Special Amusement permit for American Legion Corey Edwin Garver Post 202.

Brief Description of Consent or Agenda Item: See approval from PD and FD

This is a renewal application

.

* Everything is in order for this permit

Submitted by: Linda Dumont, Town Clerk

Date: 9/01/2020

Revised 08-2002

**NOTICE
PUBLIC HEARING
TOWN OF TOPSHAM**

NOTICE IS HEREBY GIVEN that The Board of Selectmen of the Town of Topsham shall hold a Public Hearing on September 17, 2020 via Zoom and broadcast on Channel 3 at 6:30pm to consider an application for a Special Amusement Permit for Corey Edwin Garver Post 202 American Legion, located at 79 Foreside Rd.

Any and all person(s) may appear to show cause and why said application should or should not be approved.



Sept 17
6:30

TOWN OF TOPSHAM

Town Clerk's Office
100 Main Street, 04086
ldumont@topshammaine.com
(207)725-1719 Fax: 725-1733

APPLICATION FOR LICENSE OR PERMIT

Please complete:

Type of Business:

- Partnership- Partner's Names: _____
- Corporation- Corporation Name _____
Incorporation Date: _____ Incorporation State _____

Type of License Special Amusement

New License: Opening Date _____ **Renewal**

Business Name: Corey Edwin Galtz Amusement E-Mail: amerikanlesionspost202ma@gmail.com

Business Address: 79 Foreside rd Business Phone Number 729-9870

Name of Contact Person: Nancy Laffin Contact's Phone Number 975-1923

Mailing Address for Correspondence: same as above

Signature of Applicant: [Signature] Date: 8/25/2020

Any information provided in this application, which is found to be false will result in denial or revocation of this license-
Per 1 M.R.S.A.17-A§ 453

SELECT TYPE OF LICENSE YOU ARE APPLYING FOR ON BACK OF THIS PAGE

Corporations Please Complete:

Address of Incorporation: _____ Phone#: _____

Name of Corp. Officer, Owner, or Partners:	Title	Address	% of Stock ownership

Office Use Only (Make copy of signed State application for office file)

Type of License: SA Permit Fee \$ _____ Paid Advertising Fee \$ _____ Paid

For Peddler-Police Chief sign off required: _____

Required Approvals for Special Amusement and new Liquor license: BOS _____ CEO _____ Fire _____ Police _____

Public Hearing Posted Public Notice Dates 9/14, 15, 16 Copy of current State liquor license _____
via zoom

Town Clerk Signature [Signature]

Complete back

License Fees & Schedule: Please check the type of license you are applying for

- Catering Privileges Off - Premises** (Title 28-A§1052) (events which involve liquor) holders of current state liquor license
 *Requires Town Clerk's sign off & approval of FC, PC CEO (Attach approval to office copy application)
 No Town fee

Entertainment/Dancing \$50 + 3 day Public Hearing advertising fee

- Special Amusements** (Title 28-A§1054) Expires annually with liquor license, must provide copy of current state certificate with renewal application
 Requires annual Public Hearing
 * Include supplemental pages 3 &4
 *Describe in detail the type and nature of entertainment, the room or rooms to be used
 *Provide a diagram of room to be used

Victualer (Food Service Establishment to include Bed and Breakfast) Expires May 31st

Describe food to be sold _____

- FSE with- out Liquor **\$50** Copy of State Certificate required
- FSE with Liquor (Title 28-A§652) **\$100** Copy of State Certificate required (requires Public Hearing on new applications)
- FSE Outside Liquor Service Extension of Premise
 (deck, lawn) Municipal approval required - submitted in writing to Bureau of Liquor Enforcement
 Describe food to be sold _____

Peddler (The selling of tangible commodities having no established or fixed place of business in Topsham)

\$25 Resident \$50 Non-Resident \$25 - #___ of months (up to 3 months \$25)

Description of nature of business and goods to be sold _____

Name and address of employer and evidence of employment _____

Vehicle Description: Make _____ Model _____ Year _____ Color _____ License plate # _____

Photo of applicant taken with- in 60 days of application

Description of location if stationary and letter of agreement from owner of record

Names of two reliable property owners, references, or other evidence of good character

A statement of whether the applicant has been convicted of any crime, misdemeanor or violation of any municipal ordinance, nature of the offense, punishment or penalty assessed

Taxicabs/Vehicles for Hire 30A- §3009(1) (F) \$50 per vehicle Expires April 1st each year.

Number of Taxicabs for which license is desired _____

Taxicab Driver \$25 annually

SUPPLEMENTAL APPLICATION IS REQUIRED

***Supplemental page for Special Amusement Permit**

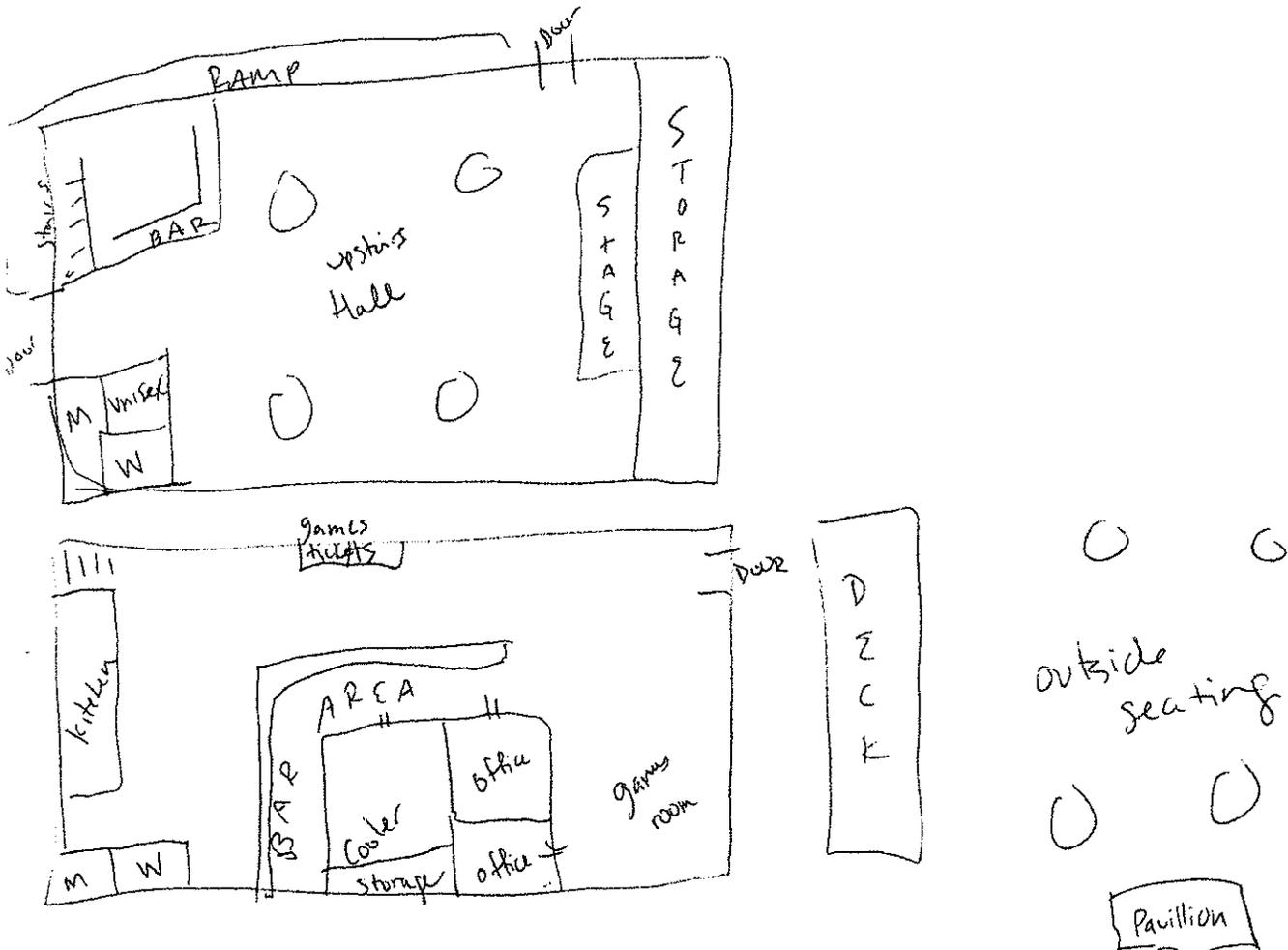
Describe in detail the type and nature of entertainment:

DJ, Bands

Describe in detail the room or rooms to be used under this license:

down stairs lounge - Capacity 81 } no more than 50
upstairs hall - Capacity 263 } at current moment
due to Covid-19.

DIAGRAM



Special Amusements Application

Topsham Board of Selectmen

Signatures:

Date: _____

Rose Woodd

From: Linda Dumont
Sent: Wednesday, September 9, 2020 1:36 PM
To: Rose Woodd
Subject: Fwd: American Legion

Sent from my iPhone

Begin forwarded message:

From: Mike Labbe <mlabbe@topshammaine.com>
Date: September 9, 2020 at 1:21:38 PM EDT
To: Linda Dumont <ldumont@topshammaine.com>
Subject: American Legion

Linda

The legion has corrected its issues, so the Fire Department has no problem with the liquor license or special amusement permit

Mike



Michael Labbe, Deputy Chief, EMS/EMA
Topsham Fire Rescue
100 Main Street
Topsham, ME 04086-1209
mlabbe@topshammaine.com
207 725-1729

Please be advised that pursuant to Title 1 M.R.S.A. Section 402(3), a public record includes any written, printed or graphic matter or any mechanical or electronic data in the possession or custody of an agency or public official that has been received or prepared for use in connection with the transaction of public or governmental business and contains information relating to the transaction of said business; therefore, the public is advised that any correspondence, whether by traditional method or e-mail with Town offices or Town officials, with certain limited exceptions, is public record and is available for review by any interested party.

Linda Dumont

From: William Collins
Sent: Wednesday, September 9, 2020 9:42 AM
To: Linda Dumont
Subject: RE: liquor and SA application

Linda:

I apologize for not getting back to you sooner. We had a total of 10 calls at the Legion since Jan 2019. None of them were any cause of concern in regards to their liquor license or special amusement permit. -Bill

From: Linda Dumont <ldumont@topshammaine.com>
Sent: Wednesday, August 26, 2020 12:56 PM
To: Chris McLaughlin <cmclaughlin@topshammaine.com>; Mike Labbe <mlabbe@topshammaine.com>; William Collins <wcollins@topshammaine.com>
Subject: liquor and SA application

Hello,
Corey Garver Post 202 American Legion has submitted a renewal application for a liquor license and an application for Special Amusement permit, please advise of any concerns. I would like to get them on the BoS agenda for 9-17. Thanks,
Linda

Linda J. Dumont
Town Clerk
Registrar of Voters & General Assistance Coordinator
Town of Topsham
100 Main Street
Topsham, Maine 04086
ldumont@topshammaine.com
(207) 373-5091
Fax (207) 725-1733

Board of Selectmen Meeting

For the date of: 09/17/2020

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 20-63

(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 award the bid for winter sand.

Brief Description of Consent or Agenda Item: See attached memo

Submitted by Dennis Cox, Public Works Director

Date: 09-04-2020



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
Subject: Winter Bid Recommendation
Date: August 31, 2020

I have been out to bid for our winter sand and heard back from three of the six vendors I sent bid packages to.

The following is the results for the bid process:

Copp Excavating, Inc.	\$ 9.97 per cubic yard delivered
Country Fare	\$13.75 per cubic yard delivered
McGee Construction	\$12.75 per cubic yard delivered

All three bids quality and meet specification, so therefore I am recommending the low bid of Copp Excavating. There is \$15,000 budgeted for this year's winter sand.

Please contact me if there are any questions.

Board of Selectmen Meeting

For the date of: 09/17/2020

Type of Item:

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

Type of Submission:

- Regular Submission
- Additional Agenda Item
- Additional Information

Agenda Number 20-04

(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 enter into Executive Session pursuant to 36 M.R.S.A. § Title 1 405 (6) (F) to discuss tax acquired properties.

Brief Description of Consent or Agenda Item:

Submitted by Mark Waltz, Assistant Town Manager

Date: 9-9-2020

Board of Selectmen Meeting

For the date of: 09/17/2020

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 20-105

(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 enter into Executive Session pursuant to 36 M.R.S.A. § Title 1 405 (6) (F) to discuss tax acquired properties.

Brief Description of Consent or Agenda Item:

Submitted by Mark Waltz, Assistant Town Manager

Date: 9-9-2020