

**Town of Durham
Board of Selectmen Meeting Minutes
August 25th 2015**

Call to Order: Selectman Wakeman called the meeting to Order at 6:30 p.m.

Members Present: Chairman Jeffrey Wakeman, Vice Chairman Sarah Hall, Selectman Mark Blake, Selectman Michael Stewart. Selectman Joshua Libby excused..

Quorum: Chairman Wakeman announced a Quorum has been met with four (4) members present.

Also Present: AA/TA Ruth Glaeser, Road Commissioner Calvin Beaumier, Codes Official Paul Baines, Secretary Jill Toher. Fire Chief/EMA Director excused,

Pledge of Allegiance: Completed.

Amendments to the Agenda: Chairman Wakeman added the following to the Consent Agenda: Approval of 2015 Municipal Valuation Return (moved out of Correspondence) be added as item "C"; Add the following to Correspondence: a letter from Delbert Mason from the Androscoggin County Employee Association be added as number 2; and FEMA Small Project Summary Certification Form for January 2015 Blizzard be added as item number 3. Strike "e" from Action and Discussion Items.

Public Present: Shannon Plourde.

Public Comments: None.

Consent Agenda:

- a. Approval of Treasurer's Payables Warrant
- b. Approval of Regular Selectmen's Meeting Minutes – August 11th 2015
- c. Approval of 2015 Municipal Valuation Return (moved out of Correspondence)
- d. Correspondence:
 - 1. LACO Minutes
 - 2. Letter from Delbert Mason from the Androscoggin County Employee Assn.
 - 3. FEMA Small Project Summary Form for the January, 2015 Blizzard

Vice Chairman Hall Moves to Approve the Consent Agenda. Selectman Blake Second. Motion Carried 4-0.

Action and Discussion Items:

- a. **Runaround Park Filming – Haley Norman** gave a Power Point Presentation depicting two screen tests performed as it pertains to noise in decibels for a Temporary Activities

Permit she applied for on behalf of her filming company for the period between August 29th 2015 through August 30th 2015 for night filming at Runaround Pond. All abutters were notified and one abutter who owns Celestial Acres horse farm voiced a concern that the noise may adversely affect horses on the farm.

After briefly discussing this abutter's concerns and after hearing the decibel test, it was the Board's consensus that noise should not cause any problems and if the Ms. Norman encounters problems during the filming, she should contact local law enforcement.

b. War Memorial Park Recognition and Flag Raising Ceremony – Chairman Wakeman suggested there should be an official flag raising ceremony to be held on Labor Day afternoon beginning at 5:00 p.m. The remainder of the Board concurred.

Chairman Wakeman Moves to recognize Boy Scout Troop #145 and Eagle Scout Candidate Justin Levesque for the War Memorial Park Project during the ceremony. Selectman Blake Second. Motion Carried 4-0.

The Ceremony, including a presentation to Justin Levesque and the Troop will be advertised in the usual manner.

A discussion followed regarding the electric panel. It was suggested that both the panel and electrical outlets be padlocked and the electrical outlet covers be changed out to metal.

The Codes Official suggested coordinating a volunteer day to replace the Gazebo Posts. He will check on the Ordinance with the Historic District Commission before seeking volunteers and setting a date.

c. Window at Town Hall Office – AA/TA Glaeser confirmed with Keith Russell that the price quoted, \$1,100.00, would still be in effect and was assured the price would remain the same. AA/TA Glaeser stated she would arrange the work to be done on a Wednesday when the office is closed and offered to supervise.

Selectman Blake Moves to Approve the proposal from Keith Russell from Portland Glass at the \$1,100.00 price. Selectman Stewart Second. Motion Carried 4-0.

d. Request for Additional Port-o-Potty Cleaning – AA/TA Glaeser reported that Maine Beer Company is sponsoring a small Cycling Fundraiser on October 3rd 2015. Runaround Pond Park is a planned rest stop. An additional cleaning of the port-o-potty's will be done on Friday, October 2nd 2015 at Maine Beer Company's expense.

e. Ordinance Review Committee Appointment – Stricken.

f. Room for Exercise - AA/TA Glaeser reported she checked with the ADA and was advised that since the building already exists, it does not need to be ADA compliant. However, if the Town hires someone who has special needs than the second floor room at the DPW either needs to be brought into compliance or the room cannot be used.

Road Commissioner Baumier stated that the exercise room would not be available during snow or ice events as the crew uses this space for sleeping. Employees will only be able to use the exercise room during regular business hours,

AA/TA Glaeser stated she will consult with the Eureka Committee to determine whether the Center could be used as a back up exercise site and report back.

Department/Committee Reports:

a. Town Administrator AA/TA Glaeser - reported that she received the ACH Bank Contract and will fax the signed agreement back after the Board has an opportunity to review it.

She also stated that she received the CMP contract for War Memorial Park and will fax back as soon as the date is inserted.

AA/TA Glaeser reported that a 5' x 8 ' Maine flag would cost about \$67.00 and a 6' x 10 ' American flag would cost about \$89.00. She will also check prices with the Sign Store located in Auburn and report back.

The AA/TA reported that Pearl Scribner advised she got three bids for flooring including installation and that Lowe's was the lowest at \$3,500.00, which is more than the Town approved at the April, 2015 Town Meeting, A suggestion was made to split the cost: \$2,700.00 to purchase the flooring then go before the Town to request \$800.00 installation. Several options for the needed funds will be explored.

b. Road Commissioner Beaumier - reported the DPW crew has been performing work as follows: clearing beaver dam on Cedar Pond Road, continuing hole patching on Town roads, installing culverts, cutting downed trees as a result of storm damage, shimming areas on the Rabbit Road, Runaround Pond Road and Old Brunswick Road then graded with Pownal's grader. The DPW has been repairing driveway washouts including those on the Davis Road near the Runaround Pond Road intersection and stock piling loam at the DPW site, with the thought of trading loam for gravel.

The Road Commissioner reported that the RFP for a generator to be installed at the DPW location is out for bid.

Selectman Stewart suggested that the Road Commissioner ask the Fire Department whether they could use the 8' x 8' pond float, and if not, advertise it for sale via the MMA.

Selectman Blake stated the hydrangeas are laying on the roof and need to be trimmed back. Road Commissioner Baumier will trim the bushes back after flowering.

c. Codes Official Baines – reported the Appeals Board met on August 27th 2015 to consider a request for a variance, which was granted. He also reported that the Land Use Ordinance Workshop will be held on Wednesday, September 9th 2015 at the Town Office at 6:00 p.m.

Selectman Stewart requested an update on the carpenter ant and roof leaking issues in the attic at the Town Hall. The Codes Official stated there is still evidence of leakage and he needs to check on the origins of the leaks as well as the ants and will report back.

Codes Official Baines stated he is waiting for a reply from George at the State and is working on the Shoreland Zoning Permit in preparation for the privy installation project at Runaround Pond Park.

The Codes Official reported the Junkyard Permit renewals have been mailed. He met with Larry Emerson at the office yesterday.

A general discussion followed regarding the process for mitigation when a junk yard site is closed. State Law requires that upon confirmation of a closing, the Selectmen need to enter into a Dissolution Agreement with the junk yard owner or heir(s) to clean up the yard.

The Codes Official reported that Mike Copp will start the Eureka Sink Hole repair project in the next couple of weeks.

d. Fire Chief/EMA Director St. Michel – None.

Selectmen's Comments:

Chairman Wakeman announced the following: The Town Office will be closed on Monday, September 7th 2015 in observance of Labor Day.

Regular Selectmen's meetings will be held on Tuesday, September 8th 2015 and Tuesday, September 22nd 2015 at the Town Office at 6:30 p.m.

Executive Session: **Chairman Wakeman Moves the Board into Executive Session pursuant to Title #1, M.R.S.A., ss 405(6)(A) – Personnel – Personnel Matters** at 7:21 p.m. Preceded by a brief recess. Vice Chairman Hall Second. Motion Carried 4-0.

Respectfully submitted,

Jill S. Toher, Secretary

Chairman Wakeman Moves the Board out of Executive Session at 7:52 p.m.

ACTION TAKEN: **Chairman Wakeman Moves** to Direct Administrator to issue a letter as discussed in Executive Session. Vice Chairman Hall Second. Motion Carried 4-0.

Adjournment: Vice Chairman Hall Moves to Adjourn at 7:55 p.m. Selectman Blake Second. Motion Carried 4-0.

Respectfully submitted,

Ruth Glaeser, AA/TA