

**Town of Durham  
Board of Selectmen Meeting Minutes  
February 24<sup>th</sup> 2015**

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

**Establishment of a Quorum:**

**Members Present:** Chairman Jeffrey Wakeman, Vice Chairman Sarah Hall, Selectman Mark Blake, Selectman Libby.

**Quorum:** Chairman Wakeman announced a Quorum has been met with five (5) members present.

**Also Present:** AA/TA Ruth Glaeser, Road Commissioner Shawn Bennett, Fire Chief/EMA Director William St. Michel, Secretary Jill Toher. , Fire Department Members Lisa Groves and Keith Russell, DPW employee Ron Dube.

**Pledge of Allegiance:** Completed.

**Amendments to the Agenda:** Add Item "J" under Action and Discussion Items – Spirit of America; Strike Executive Sessions #9 and #10; Add Executive Session – DPW – Personnel.

**Public Present:** Ron Dube, Seth Koenig, Justin Levesque and his parents, Fire Dept. members Lisa Groves and Keith Russell, DPW employee, Ronald Dube.

**Public Comments:** None.

**Consent Agenda:**

- a. Approval of Treasurer's Payables Warrant
- b. Approval of Regular Selectmen's Meeting Minutes – February 9<sup>th</sup> 2015
- c. Approval of Regular Selectmen's Minutes – February 10<sup>th</sup> 2015

**Vice Chairman Hall Moves** to Approve the Consent Agenda as presented. Selectman Stewart Second. Motion Carried.

**Action and Discussion Items:**

- a. **Historic District Commission Ordinance** – Seth Koenig, a member of this Commission, stated that the Historic District Commission would like to amend the ordinance as follows: to add two (2) Associate Members to the Commission. The proposed Amendment will be added to the proposed non-monetary Warrant articles.

**b. Eagle Scout Presentation of Flag Pole Project** – Justin Levesque from Durham's Troop #145, would like to revamp the Veteran's War Memorial Park as his Eagle Scout project. His initial plan includes replacing the flag poles, adding lighting and electricity to the Gazebo, developing a gravel or stone path from the Monument to the Gazebo and possibly rotating the Gazebo for easy access to the staircase.

He is investigating costs involved and the potential for a fund raiser to help defray these costs. . Labor would be provided by the Scout Troop. He is aware that his plans would require approval from the Historic District Commission. He is requesting the Board's approval to move forward with his research. A lengthy discussion regarding details followed.

**Selectman Libby Moves** the Board approve that Justin go forward with his research for this project. Selectman Blake Second. Motion Carried.

**c. Discussion of ACO** – The Board reviewed the proposed job description as well as the proposed advertising copy. AA/TA will put the job description in the approved Town format and bring a copies to the next meeting.

**Chairman Wakeman Moves** to place the add for ACO on the Town Channel, Town Website, MMA Job Site, Tri-Town News and Lewiston Sun Journal. Selectman Blake Second. Motion Carried.

**d. Discussion of Public Works Bonds** – AA/TA Glaeser reported there are is sill some monies available in both of the Bonds. The Selectmen previously decided the cost for the generator would be paid for out of the Building Bond balance.

A discussion followed regarding mowing and whether the DPW should/could take on mowing. Chairman Wakeman stated it is currently costing the Town approximately \$11,000.00 for contracted mowing. It was suggested to investigate the costs for hiring a part-time person to mow only as well as obtaining prices for mowers and purchasing them this year from the Bond balance of \$20,000.00 with the intention of storing until next year.

Road Commissioner Bennett adviseds holding off on making a decision regarding part time employment for mowing until next year. Chairman Wakeman suggested the Board to hold off. continue "status quo" for now and obtain more information.

**e. Town Report Dedication -**

**Selectman Libby Moves** the Dedication in the Town Report be made to John Ackerman, and use the write-up as presented. Vice Chairman Hall Second. Motion Carried.

**f. Discussion of Shared Equipment Agreement** - The Board reviewed the Shared Equipment Agreement that Pownal has with the Town of Cumberland. A discussion regarding the particulars as well as potential consequences regarding work related injuries followed. Road Commissioner Bennett will supply additional information which the Board may find useful.

It was decided to Table this discussion for now.

**g. Interim Road Commissioner – Defer until After DPW Executive Session**

**h. Clarification of On-line Commitment Book** - AA/TA Glaeser advised that PIT Ricker put the information provided in the Town Report in PDF Format on-line. Chairman Wakeman discussed the difference between the Tax Commitment records, which is about 300 pages, versus itemized information contained in the Town Report, which is approximately 50 pages. A discussion regarding Town resident's concerns for privacy followed.

AA/TA Glaeser stated the office receives somewhere between fifteen to twenty calls a day from real estate agents and banks for this information. This was discussed at length on the Town floor last year with the majority of the residents not wanting this information put on-line, even though it is a matter of public record.

Chairman Wakeman proposed placing a non-monetary article in the Town Warrant for the residents to vote upon at the 2015 Town Meeting preceded by a presentation of comparing what information is contained in each type of record.

**i. Fire Capital Budget** - Chairman Wakeman stated the Fire Chief's proposal to include \$12,000.00 to the Debt Service of the Capital Improvement Budget was not provided in the Budget request last night. The Chief requested adding \$12,000.00 for expenditures as follows: Exterior painting, replace wood trim, install a suppression hood over the stove and installing security cameras.

A discussion followed as to whether each of these items qualify as Capital Improvements or general building maintenance. It was decided that AA/TA Glaeser get a legal determination from legal counsel and revisit this issue at Thursday night's Budget meeting.

**j. Spirit of America** – The Board reviewed a request from Pearl Scribner representing the Eureka Community Center for the Selectmen to nominate high school student Pat Provost for this year's award.

**Michael Stewart Moves** to approve Pat Provost for the 2015 Spirit of America Award. Selectman Libby Second. Motion Carried.

### **Department/Committee Reports:**

**a. Town Administrator** - None.

**b. Road Commissioner Bennett** – Road Commissioner Bennett stated he was under the impression the DPW crew was permitted to accrue up to eighty hours of compensation time, instead of forty hours. The Road Commissioner advised a couple of DPW employees have accrued over forty hours of compensation time, due to the amount of snow storms this winter. A lengthy discussion followed and it was the consensus of the Board not to change the forty hours comp time policy, but to allow up to eighty comp hours for this year only.

**Chairman Wakeman** Moves the Board to temporarily allow DPW to accrue up to eighty hours, with a sunset date of April 15<sup>th</sup> 2015. After that date, the maximum will go back to forty hours. Selectman Libby Second. Motion Carried.

Road Commissioner Bennett requested the Board begin thinking about moving to post the roads, and suggested the Board discuss road postings and make a decision at the March 10<sup>th</sup> 2015 Board meeting.

**c. Fire Chief/EMA Director William St. Michel** – presented a copy of his summary his request for costs related to the blizzard for reimbursement to be sent to FEMA and the State. He also presented a four page narrative regarding his Safer Grant request for the Board to review and supply feedback to the Fire Chief.

Chief St. Michel advised the Department recommends the Board appoint Lisa Groves as Rescue Deputy and Keith Russell as Deputy Fire Chief. Chairman Wakeman requested that AA/TA Glaeser prepare the appointment papers and have them ready for the March 10<sup>th</sup> 2015 Board meeting.

**d. Code Enforcement** – None.

### **Selectmen's Comments:**

Chairman Wakeman announced the following:

Regular Selectmen's Meetings will be held on Tuesday, March 10<sup>th</sup> 2015 and Tuesday, March 24<sup>th</sup> 2015 at the Town Office beginning at 6:30 p.m.

The Budget Committee will meet on Thursday, February 26<sup>th</sup> 2015 beginning at 6:00 p.m., at the Town Office.

**Executive Session:**

**Chairman Wakeman Moves** the Board into Executive Session #1 pursuant to Title #1, M.R.S.A. ss 405(6)(A) – personnel matters – Fire Chief, with Deputies Present, preceded by a brief recess at 7:55 p.m. Selectman Stewart Second. Motion Carried.

Respectfully submitted,

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Jill S. Toher, Secretary

**Chairman Wakeman Moves** the Board out of Executive Session at 8:41 p.m..

**ACTION TAKEN:** None, discussion only.

**Chairman Wakeman Moves** the Board into Executive Session #2 pursuant to Title #1, M.R.S.A., ss. 405(6)(A) – Road Commissioner, with Ronald Dube present.

**Chairman Wakeman Moves** the Board out of Executive Session at 8:48 p.m.

**ACTION TAKEN:** **Chairman Wakeman Moves** to Appoint Ronald Dube as Interim Road Commissioner as of February 28<sup>th</sup> 2015. He will receive an additional \$1.00 per hour while acting as Interim Road Commissioner. Selectman Blake Second. Motion Carried.

Respectfully submitted,

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Sarah Hall, Vice Chairman

**Chairman Wakeman Moves** the Board into Executive Session #3 pursuant to Title #1, M.R.S.A. ss. 405(6)(F) – Confidential Records – at 8:51 p.m. Selectman Libby Second. Motion Carried.

**Chairman Wakeman Moves** the Board out of Executive Session at 9:08 p.m.

**ACTION TAKEN:** None, discussion only.

**Adjournment:** **Selectman Libby Moves** to Adjourn at 9:09 p.m. Selectman Blake Second. Motion Carried.

Respectfully submitted,

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Ruth Glaeser, AA/TA