

**Town of Durham
Board of Selectmen Meeting Minutes
May 19th 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, Selectman Mark Blake, Selectman Joshua Libby, Selectman Michael Stewart. Vice Chairman Sarah Hall excused.

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

Also Present: AA/TA Ruth Glaeser, Interim Road Commissioner Ronald Dube, Codes Official Paul Baines, Fire Chief/EMA Director William St. Michel, Secretary Jill Toher, PIT John Ricker.

Pledge of Allegiance: Completed.

Amendments to the Agenda: None.

Public Present: Dewitt Hill Road residents David Kroll, Brian Pottle, Meghan Merrill. Cedar Pond Road resident Mark Conway.

Public Comments: David Kroll who resides at 125 Dewitt Hill Road presented Board members with a letter dated May 19th 2015 in which he outlines his concerns over the issue that a portion of the cul-de-sac was constructed on his land back in 1991. He stated that he was under the impression that this would be removed prior to additional lots being sold beyond the cul-de-sac. He is requesting the Town either remove that portion of the cul-de-sac which occupies part of his land or arrange to purchase that piece of land from him. Mr. Kroll asserted that he was assured at a June, 2012 Planning Board Meeting that no building permits would be issued beyond the cul-de-sac until the issue was rectified. He stated he learned that about six weeks ago a building permit was issued to Brian Pottle and Meghan Merrill. The Board needs to identify all existing issues before discussing possible remedies.

Mark Conway who resides at 156 Cedar Pond Road, spoke regarding recent remarks from the Fire Chief and asked about who was in charge of the Fire Department.

Chief St. Michel gave a brief response followed by Chairman Wakeman who stated that Chief St. Michel is still in charge.

Consent Agenda:

- a. Approval of Treasurer's Payables Warrant**
- b. Approval of Regular Selectmen's Meeting Minutes – May 5th 2015**
- c. Approval of Reimbursement Application for Homestead Exemptions**
- d. Warrant & Notice of Election Calling RSU#5 Budget Validation Referendum**

Selectman Libby Moves to Approve the Consent Agenda as presented. Selectman Stewart Second. Motion Carried 4-0.

Action and Discussion Items:

a. Discussion of Alternative Warrant Committee – AA/TA Glaeser reported applications were received from Alice McPeake, Donna Church, Linda Bowie and Terry Kirk. After some discussion it was decided to have AA/TA Glaeser prepare nomination papers for each and re-post seeking additional members. A mission statement will be prepared as soon as the committee forms.

Selectman Libby Moves to continue accepting applications. Selectman Blake Second. Motion Carried 4-0.

b. CEO – Fines and Fees – The Codes Official advised he would like to add some additional fines to the proposed draft of fines and fees submitted last fall and will report back at the June 2nd 2015 Board meeting.

c. DeWitt Hill Road – The Board discussed at great length the issues brought forward by Dewitt Hill Road resident David Kroll. The Codes Official stated the Town approved Article #44 in 1991 to accept Dewitt Hill Road as a Town Road despite the fact that phase two of the road had not been completed beyond the cul-de-sac. It was noted that a portion of the cul-de-sac was constructed on David Kroll's property. Lot owners Brian Pottle and Meghan Merrill are unable to obtain a driveway permit in order to build until this issue is resolved. The Codes Official and Interim Road Commissioner will meet at the site and report back to the Board their findings.

d. Franchise Agreement – PIT Ricker stated that internet services for Town buildings cannot be part of the Franchise Agreement due to F.C.C. Regulations. He also stated that the proposed Agreement includes a \$10,000.00 equipment upgrade Grant and that the proposed Agreement has been reviewed by the Town Attorney.

Selectman Libby Moves to Approve the Franchise Agreement as presented. Selectman Stewart Second. Motion Carried 4-0.

e. Softball Lease – AA/TA Glaeser presented a proposed Softball Lease for the Board's review. It needs to be reviewed by the Town Attorney. It was decided to Table until the Attorney's review has been completed.

f. GPCOG Annual Meeting – It was the general consensus of the Board to ask Vice Chairman Hall if she could attend the meeting on Wednesday, June 17th 2015, and if not, to appoint AA/TA Glaeser to attend in her place.

Selectman Libby Moves to Appoint AA/TA Glaeser to attend should Vice Chairman Hall be unavailable. Chairman Wakeman Second. Motion Carried 4-0.

g. Expenses for New ACO Position – The Board reviewed and discussed a list of proposed expenditures submitted by the new ACO, who will start in July, 2015. He has completed the required training. The ACO is required to get a series of three Rabies vaccine injections. It was the consensus of the Board to defer the cost of the third injection, \$235.00, to next year's budget request. AA/TA Glaeser is preparing a Letter of Employment. The Board requested that a cell phone stipend of \$20.00 per month be added to the list as well that the Town will provide the items requested provided the amount does not exceed the amount budgeted for 2015, and that items provided by the Town need to be returned when employment ends. AA/TA will complete a draft letter of employment and report back next meeting.

h. Spirit of America Award Resolution – Chairman Wakeman stated there will be an award ceremony honoring this year's winner, Pat Provost, at the County Court House in Auburn, Maine some time next month. He would like at least one Board member to attend, since he will be unavailable.

i. Lawn Care Issues – Selectman Stewart stated he will discuss reported issues with the new lawn care contractor, Corey Landscaping, and make sure that all contracted issues are resolved.

Department/Committee Reports:

a. Town Administrator – AA/TA Glaeser supplied the Board with expenditures itemized by Department from January 1st 2015 through April 30th 2015. Selectman Blake requested that the AA/TA send a copy to each Budget Committee member.

b. Interim Road Commissioner - Ronald Dube reported that 95% of the roads were swept today and crack sealing has begun. He stated he received an unsolicited contract from Allstate Asphalt which he will turn over when the new Road Commissioner starts.

Interim Road Commissioner Dube reported that the issue of clay bleeding through a portion of the Old Brunswick Road was temporarily fixed by applying an area of cold patch after some ditching and scraping was completed. Interim Road Commissioner Dube also reported that Bulky Waste Day was a huge success.

c. Codes Official – The Codes Official stated that the Town has no legal obligation regarding the Dewitt Hill Road situation, however he feels that the Town may have a moral obligation and suggested the Board may want to consult with the Town Attorney.

The Codes Official recommended that language be included in the Soft Ball Lease stating that any upgrades, changes and/or repairs meet all State and Federal requirements.

d. Fire Chief/EMA Director – Chief St. Michel reported there are a number of questions remaining regarding the installation of an enhanced communications tower and recommends the Town proceed with what the initial Grant covers. A general discussion followed.

The Chief reported that he, Bill DeLong and Interim Road Commissioner Ronald Dube met with a FEMA representative. He stated that the Fire Department would not be eligible for any FEMA monies as a result of the December, 2014 snowstorm, however the DPW should receive about \$24,000.00 from FEMA allocated as follows: 75% from the Federal Government, 15% from the State and 10% from Local.

The Fire Chief reported the following: Rescue #25 was out of service for three days last week for repairs; the Fire Department Corporation voted to pay the insurance for the Model A Antique fire truck for this year only; the part-time seven hour one day per week position for a Firefighter/EMT is being posted in-house and should no one apply, it will be advertized to the public in the usual manner; and, the Department has scheduled presentations for the Durham Community School students for EMS Week.

A brief discussion followed about exploring the possibility of regular maintenance of the fire department's vehicles being handled in-house by the DPW. Also discussed was the Town's rating for insurance purposes. Currently the Town is rated a Class #9, and hopefully in the near future the rating can be upgraded to an 8-B or lower as Mutual Aid is being changed over to Automatic Aid. ISO paperwork requesting a re-evaluation has been submitted.

Chairman Wakeman requested that prior to the Department scheduling the installation of security cameras, the Fire Chief discuss plans with the Board first so surveillance policy issues can be addressed.

A brief discussion followed regarding coordinating the Fire Department's orders for office supplies with the Town Office so that items can be ordered in bulk to get the best pricing.

Selectmen's Comments: Chairman Wakeman announced the following:

Regular Selectmen's Meetings will be held on Tuesday, June 2nd 2015 and Tuesday, June 16th 2015 at the Town Office beginning at 6:30 p.m.

The Town Office will be closed on Monday, May 25th 2015 in observance of Memorial Day.

The Memorial Day Parade will begin at 10:00 a.m., on Monday, May 25th 2015. The parade route will begin at the corner of the Davis Road and Route #136 traveling along Route #136 ending at the Durham Community School.

The Annual RSU#5 Town Budget Meeting will be held at the Freeport High School on Wednesday, May 27th 2015 beginning at 6:30 p.m. Durham residents need to check in with Election Clerks upon arrival in order to receive a card to vote. Budget lines will be decided and voted upon at this meeting.

The RSU#5 Budget Referendum will be voted upon on Tuesday, June 9th 2015 at the Durham Community School. The polls will be open from 8:00 a.m. to 8:00 p.m.,

Adjournment:

Selectman Libby Moves to Adjourn at 8:10 p.m. Selectman Blake Second. Motion Carried 4-0.

Respectfully submitted,

Jill S. Toher, Secretary