

**Town of Durham
Board of Selectmen Meeting Minutes
July 14th 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 Sarah Hall, Selectman Mark Blake, Selectman Joshua Libby, Selectman Michael Stewart.

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

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

Pledge of Allegiance: Completed.

Amendments to the Agenda: Chairman Wakeman adds second Treasurer's Account's Payable Warrant to Consent Agenda.

Public Present: Kenneth Scribner, Bert Langelier, Adam Salve

Public Comments: None.

Consent Agenda:

- a. Approval of Treasurer's Payables Warrant #1
- b. Approval of Treasurer's Payables Warrant #2
- c. Approval of Regular Selectmen's Meeting Minutes – June 30th 2015

Vice Chairman Hall Moves to Approve the Consent Agenda as Amended. Selectman Libby Second. Motion Carried 5-0.

Action and Discussion Items:

a. **Gazebo at War Memorial Park** – The Codes Official reported he is preparing a scope of work after talking to a couple of local contractors. Resident Kenneth Scribner questioned whether there is a need to spend a lot of money to refurbish/replace the structural problems, noting that very few residents use it.

A general discussion followed regarding the various options to pursue. The Codes Official stated the Historic District Commission would need to approve plans. Codes Official Baines

offered to turn the replacement upright posts to match the originals at no cost to the Town. It was determined the main issue is "Fix vs Secure (brace up)" the original structure. This topic will be revisited at the July 28th 2015 meeting.

b. Light at War Memorial Park – Chairman Wakeman reviewed CMP's outline, noting that CMP will put up a light and service in free of charge. The Town would have to provide the fixture at a cost of about \$18.00. It was noted that CMP charges a minimum of \$15.00 per month, with the stipulation that the Town enter into a fifteen year agreement with CMP. The proposed outlet(s) would be metered and charged out on the same electric bill.

Vice Chairman Hall Moves to go forward with the lighting for the War Memorial Park Project. Selectman Libby Second. Motion Carried 5-0.

c. Town Mowing Contract - The Board received an e-mail from Corey Wallace advising that he cannot meet the terms of his contract with Durham and is resigning as of July 13th 2015. He did offer to do the mowing only for \$600.00 per month. It was the general consensus of the Board to have Mr. Wallace continue mowing at \$600.00 per month ending on July 31st 2015.

Chairman Wakeman Moves to accept the resignation of Corey Wallace as the contractor for groundskeeping on July 31st 2015 and to pay the contracted price through the first half of July, then pay \$300.00 for the second half. Selectman Stewart Second. Motion Carried 5-0.

An very lengthy exchange followed between the Board and the Road Commissioner relative to the DPW taking on the Town's mowing with the exception of the Town's cemeteries effective the beginning of August, 2015. AA/TA Glaeser stated there is between \$18,000.00 to \$19,000.00 available for equipment purchases remaining in the DPW equipment bond.

Road Commissioner Baumier stated that he could meet this deadline using DPW part-time employees and paying them with the unexpended mowing contract monies.

It was decided that the Board will hold a Special Meeting on July 21st 2015 at 6:00 p.m. , at the Town Office to act on the purchase of a mower and act on grounds keeping by the DPW.

d. Mailbox Replacement – Bert Langelier of Peter View Road stated that his mailbox pole was knocked off at ground level and came to rest in a snow bank by the force of snow being plowed during a winter storm and supplied photos for review. He stated he would like the Town to reimburse him for the cost of replacement. The breakage was not reported when the incident occurred, and only recently came to the attention of the Town. Mr. Langelier is requesting the Town reimburse him \$70.00, which is the amount he claims the replacement cost. He stated he did not retain any paid receipts for the replacement.

A lengthy discussion followed regarding the Town's position. The Board reviewed an article in the March, 2015 issue in the Maine Townsman as well as Brunswick's policy regarding mailbox replacement. Customarily, Durham has reimbursed residents \$10.00 for a 4 x 4 ft. post and \$20.00 for a metal mailbox only after the DPW verified the loss and had an opportunity to remedy the damage, although Durham currently has no Mailbox Policy in place.

Selectman Libby Moves the Town compensate Mr. Langelier \$70.00 and to begin to establish a Mailbox Policy. Selectman Stewart Second. A discussion followed.

Selectman Libby Moves to Rescind his Motion.

Vice Chairman Hall Moves to reimburse \$30.00 to Mr. Langelier of Peter Vier Road for the mailbox and post, the same amount as other residents have been reimbursed. Selectman Libby Second. Motion Carried 5-0.

Chairman Wakeman stated that the Town needs a policy for mailboxes and directed AA/TA Glaeser to prepare a draft using Brunswick's policy as a model and bring back at next meeting.

e. Eureka Community Center Sink Hole – The Codes Official presented the Board with a scope of work including drawings and stated that Mike Copp will give the Town two estimates, one simple and one more complicated. He advised he is meeting with Jason Turcotte on Thursday morning. He is not sure whether Jeff Munn will be participating. The Codes Official also advised that the MMA will not consider an insurance claim. He will report back at the next regular Board meeting.

Department/Committee Reports:

a. Town Administrator AA/TA Glaeser – AA/TA Glaeser presented updated Budget information for the first half year.

AA/TA Glaeser stated that two land only properties were foreclosed upon in December, 2014, and requested the go ahead to put the properties out to bid. She stated that the eleven acre property is not build-able. She said she intends to send letters to abutters notifying them that the properties are being put out to bid.

b. Road Commissioner Beaumier - The Road Commissioner reported that the Geo on-board GPS distance sensor the Town had been using is no longer available and requested the Board consider purchasing one as it is a versatile item. The cost would be \$1,713.20 which includes software. A discussion followed regarding purchase options. Chairman Wakeman suggested the unit come out of the current DPW budget or wait until the next year's budget. The discussion continued. It was decided to revisit this topic during the July 21st Special Meeting.

It was the consensus of the Board to fund the purchase of small equipment trailer at a cost of \$1,151.20 from Lowe's, via the DPW equipment bond.

The Road Commissioner advised that the pond on DPW property was poorly designed and keeps flooding and suggested the pond be drained and filled in with ditching materials. Chief St. Michel stated in his opinion the pond is not a good candidate for a dry hydrant due to continuing costs for maintenance.

Other updates included roadside mowing plans, a discussion on how to finance future road repairs and that Allstate will be doing the chip sealing on the Auburn-Pownal Road.

c. Codes Official Baines – The Codes Official reported that the first Land Use Ordinance Workshop was held on July 8th 2015 during which a time line and means of communication was developed. The next meeting is set for the second Wednesday in September, 2015.

The Codes Official also reported there is strong evidence of carpenter ants in the office, which needs immediate attention. He will investigate further, obtain estimates from exterminators and report back at the next Board meeting.

Codes Official Baines stated he went to MMA Training called Verbal Judo and strongly advocates office attend this training as well.

The Codes Official stated that according to the IRC before a certificate of occupancy can be issued on new or remodeling construction, working smoke detectors need to be in place. He suggested this be a joint venture with his office and the fire department. Chief St. Michel concurs. A discussion followed regarding the semantics as to how to best introduce this. He stated it is his hope that smoke detectors be incorporated into the updated Ordinance Review project.

d. Fire Chief/EMA Director St. Michel – The Fire Chief presented Board members with a hand out pertaining to an on-line system for residents to obtain burning permits free of charge called "Warden's Report". The Fire Chief recommended the Board consider signing up on a trial basis and advertising it on the Website, Town Channel, Tri-Town News and Durham News Blast, as well as making hand outs available at the fire station as well as the Town office.

Selectman Libby Moves to authorize the Fire Chief to go with a six month trial of the Warden's Report. Chairman Wakeman Second. Motion Carried 5-0.

Chief St. Michel reported the Apparatus Committee met in July 13th 2015 on Engine #22. The Committee has scheduled a meeting with two vendors on July 20th 2015 at 6:30 p.m., at the Fire House to discuss refurbish or replacement options.

The Fire Chief advised that Diana is working with County EMA on interfacing the Town's dry hydrants into the County's system.

Selectmen's Comments:

Chairman Wakeman announced the following: A Special Selectmen's Meeting will be held on Tuesday, July 21st 2015 beginning at 6:00 p.m, at the Town Office to discuss Town mowing.

Regular Selectmen's meetings will be held on Tuesday, July 28th 2015 and Tuesday August 11th 2015 at the Town Office at 6:30 p.m.

Executive Session #1: Tabled.

Executive Session #2: Tabled

Adjournment: Selectman Libby Moves to Adjourn at 8:33 p.m. Selectman Stewart Second. Motion Carried 5-0.

Respectfully submitted,

Jill S. Toher, Secretary