

**Town of Durham  
Board of Selectmen  
Regular Meeting Minutes  
April 9, 2019**

**1. Call to Order & Establishment of Quorum:** Chairman Nadeau called the meeting to Order at 6:34 p.m.; Quorum met with five (5) members present

**Members present:** Kevin Nadeau, Chairman; Rob Pontau, Vice Chairman; Richard George; Todd Bealieu; and Marc Farrin

**Also present:** AA/TA Ruth Glaeser; Fire Chief Joseph Moore; Road Commissioner Calvin Beaumier

**2. Pledge of Allegiance:** Done

**Rich George Moves to re-elect Kevin Nadeau Chairman of the Board of Selectmen. Todd Beaulieu Seconds. Motion Carries 4-0.**

**Kevin Nadeau Moves to elect Rob Pontau Vice Chairman of the Board of Selectmen. Todd Beaulieu Seconds. Motion Carries 4-0.**

**3. Amendments to Agenda:**

**Rob Pontau Moves to take the Road Commissioner's report out of order. Kevin Nadeau Moves to take the Fire Chief's report out of order.**

**4. Departments/Committees:**

- a) Fire Chief (see attached)
- b) Road Commissioner (see attached)

**5. Public Comment:** None

## **6. Action/Discussion:**

### **a) Oaths of Office**

**Rob Pontau Moves to approve the Oaths of Office as presented. Todd Beaulieu Seconds. Motion Carries 5-0.**

### **b) Date for Goals Workshop**

### **c) Next Steps: Capital Improvement Plan**

### **d) Treasurer's Disbursement Policy**

**Kevin Nadeau Moves to re-adopt the Treasurer's Disbursement Policy as presented. Rich George Seconds. Motion Carries 5-0.**

### **e) Restrictions of MMA Legal Inquiries**

**Rob Pontau Moves to approve the restrictions on Maine Municipal Association's legal inquiries as written, and to give the following Town of Durham positions authority to make such inquiries: Selectmen; Town Administrator; Town Clerk; Deputy Tax Collector; Deputy Treasurer; Code Enforcement Officer; Road Commissioner; Fire + Rescue Chief; Town Planner; Planning Board; Board of Appeals; Budget Committee; Assessing Agent. Rich George Seconds. Motion Carries 5-0.**

## **4. Departments/Committees (cont'd.)**

**c) Town Administrator (see attached)**

## **7. Consent Agenda:**

**a) Approve Treasurer's Payables Warrant**

**b) Approve Minutes from March 26, 2019**

**c) AMVETS Bottle Club Registration**

**d) Correspondence**

**i. MMA Membership Report**

**Rich George Moves to approve the Consent Agenda. Todd Beaulieu Seconds. Motion Carries 4-0.**

## **8. Selectmen's Comments:**

Kevin Nadeau announced the following:

**The next Regular Board of Selectmen meetings will be held on Tuesday, April 23, and Tuesday, May 14, at 6:30 p.m. at the Durham Town Office. A Board of Selectmen goals workshop will be held from 6:00 to 6:30 p.m. on Tuesday, May 14.**

**Kevin Nadeau Moves the Board to enter into Executive Session Pursuant to 1 MRSA § 405(6)(A) – Personnel. Rob Pontau Seconds. Motion Carries 5-0.**

Respectfully submitted,

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Kathy Dion  
Meetings Secretary

**No Action taken.**

**Kevin Nadeau Moves to Move out of Executive Session at 8:37 p.m. Rob Pontau Seconds. Motion Carries 5-0.**

**Kevin Nadeau Moves to Adjourn at 8:37 p.m. Todd Beaulieu Seconds. Motion Carries 5-0.**

Respectfully submitted,

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Ruth Glaeser  
Town Administrator



# DURHAM FIRE & RESCUE

## Chief's Report on Department

### Durham Select Board

04/09/19

#### General Overview:

- The department is currently functioning well with many discussions and projects underway.

#### Departmental Changes/Major Projects:

- Continuing completion of updated mutual aid/automatic aid agreements
- SOG's to be finalized with pertinent legal aspects forwarded to the town lawyer for review by April 30<sup>th</sup>
- Working with Planning board and local contractors regarding residential sprinkler issues

#### Apparatus:

- Forestry 28 fixed and in service with some money returned to town for previous repairs
- New Engine 22 is under construction and moving along well (Attached Documents)
- Truck 24 will be out of service for repairs lasting 1-2 weeks, mutual aid arranged for coverage
- Fire Apparatus Fleet Evaluation (attached Document)

Respectfully Submitted,

Joseph C. Moore

Chief of Department



## ***Town of Durham***

**1099 Royalsborough Road  
Durham, Maine 04222**

**Tel.: (207) 353-3281**

**Road Commissioner  
Calvin Beaumier  
Cell Phone (207) 844-1774**

### **Durham Public Works Department Head Report 4-9-2019**

- Continued work with Crooker on quantities and pricing for the 2019 maintenance paving and the anticipated 2.1-million-dollar road bond.
- Engineer is busy working on contract docs for road bond. He started putting that together after our last Selectmen's meeting. Received some preliminary plans for the Meadow Road rebuild; I have been going over those plans and discussing with Crooker.
- We had scheduled training with Safety Works on Monday the 8<sup>th</sup>. Due to the snow storm, we had to cancel and reschedule for later in the week, Thursday the 11<sup>th</sup>.
- Reached out to DOT and got them to clear a frozen culvert on route 136 by the old Town Office. This was running out into the roadway and freezing at night.
- Continued communications with contractors that are trying get work done with limitations due to posted roads. I have been allowing them into sites only when the temps are below freezing and roads are dry. There is still significant frost in the roads, especially in the shaded areas. I believe we will be ready to pull the posted signs toward the end of the month.

- Crews have been out doing extensive patching as we are in the heart of frost heave and patch season.
- We had a daytime storm yesterday, April 8<sup>th</sup> that dropped about 3-4 inches of very wet/slippery snow. We had more light snow overnight that the crews took care of at 4am this morning and another storm starting this afternoon that's expected to last all night and into tomorrow.

## **Town Administrator Report 4/9/2019**

- As this is the first meeting after Town Meeting, we will have a number of oaths to renew and a disbursement policy to renew.
- The Treasurer's Disbursement Policy allows one Selectman to sign payroll warrants and warrants for State fund reimbursements. The Office will need a volunteer to sign these warrants every Friday – either during office hours or we can put the warrants in their box to be signed during the weekend.
- As we welcome a new Select Board member, does the Board wish to continue with the liaisons as assigned? This would mean Marc Farrin would replace Mark Blake as the administration liaison.
- I have three applications for the Conservation Committee – in addition to the two existing members. There are several more residents who have expressed interest. My intention is to call the first meeting on May 2, 2019. The Committee can hold elections and start discussing projects they wish to propose.
- I have been investigating the bonding options for the fire truck and now the Road Bond. I will have a more complete report of our options at the next meeting.