

**Town of Durham
Board of Selectmen
Regular Meeting Minutes
April 19th 2016**

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.

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

Also Present: Road Commissioner Calvin Beaumier, Secretary Jill Toher, Tax Collector/Treasurer Pamela Cloutier. AA/TA Glaeser, Codes Official Baines, Fire Chief/EMA Director St. Michel excused.

Residents Present: Justen Levesque, Collette Wagner, John Wagner, Joseph Howe, Hunter Howe.

Public Comments: None.

Consent Agenda:

- a. Approve Treasurer's Payables Warrant
- b. Approval of Selectmen's Minutes – April 5th 2016
- c. Correspondence
 - 1. Tri Town Track & Field Project (3 pieces)
 - 2. RSU#5 Election Bill
 - 3. Letter from Historic District Commission re: Photography

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

Action and Discussion Items:

a. Final Presentation of War Memorial Park (Phase #1) – Eagle Scout Candidate Justen Levesque stated some changes were made to the initial presentation including adding some sona-tubing to flag pole holes and adding the 2015 Memorial Day Ceremony.

He added challenges included some confusion on his part pertaining to the Historic District Commission and getting parts for the flags.

Eagle Scout Candidate Levesque stated that the project actually cost \$5,979.19 and he raised the additional \$877.19 through bottle collection and family donations.

It was the consensus of all Board members to sign off on Eagle Scout Candidate Levesque's Eagle Service Project.

b. Discussion of War Memorial Park (Phase #2) – Eagle Scout Candidate Hunter Howe stated he would like to install a brick walkway as well as two additional flag poles to accommodate the Coast Guard and Marine Maritime Flags. He estimates the project will cost about \$900.00 per estimates from Gagne & Sons and Mike Libby. He advised he plans to raise the money through bottle collection and redemption as well as a fundraiser dinner.

Chairman Wakeman advised the Town can purchase one flag pole at \$300.00. Costs for repairing the Gazebo, currently unknown, may affect the Town's ability to pay for the second flag pole.

Vice Chairman Hall Moves to Approve the project as presented. Selectman Libby Second. Motion Carried 5-0.

c. Discussion Regarding Bonds - Chairman Wakeman discussed AA/TA Glaeser's report in which she requested the Board consider approving a TAN in the amount of \$400,000.00 in order for the Town to pay it's bills until property tax revenues start coming in.

Selectman Libby Moves to Authorize a TAN in the amount of \$400,000.00 through Bond Counsel. Selectman Stewart Second. Motion Carried 5-0.

The Board next discussed the Amortization Schedule prepared by AA/TA Glaeser which compared figures from Androscoggin Bank and the Bond Bank, and decided the Bond Bank fall rates may be more favorable as the spring rates were 2%. The Board next considered applying for a BAN until the fall Bond Bank opens, then pay off the BAN. Considerable deliberation was given to the various terms and associated rates, and it was decided to pursue a seven (7) year term for the \$1,100,000.00 road bond when the fall Bond Bank opens.

Chairman Wakeman Moves to Authorize AA/TA Glaeser to pursue a seven (7) year loan for the road bond when the fall Bond Bank opens, pursue securing a Bond Anticipation Note in the interim then pay off the BAN when approved. Selectman Blake Second. Motion Carried 5-0.

d. Set Date to Meet with Pownal Selectmen re: Road Commissioner – The Board discussed possible meeting dates and suggested meeting Tuesday, April 26th 2016 at 6:00 p.m., and requested Tax Collector/Treasurer Cloutier speak with Pownal's AA to see if this date works for the Pownal Selectmen.

Department/Committees:

a. Fire Chief/EMA Director William St. Michel – excused. Chairman Wakeman reviewed the information contained in the Fire Chief's Selectmen's Report dated April 19th 2016. The Fire Chief/EMA Director's one page report, hereinafter referred to as Attachment #1, is attached hereto and incorporated herein and made a part of these Minutes.

Chairman Wakeman stated the Fire Chief/EMA Director is requesting the Board approve his vacation request from June 26th 2016 through July 10th 2016.

Chairman Wakeman Moves to Approve the Fire Chief/EMA Director's vacation request as presented. Selectman Stewart Second. Motion Carried 5-0.

b. Codes Official Paul Baines – excused. No report.

c. Town Administrator Ruth Glaeser – excused. AA/TA Glaeser's Administrator's Report dated April 15th 2016, one page, hereinafter referred to as Attachment #2, is attached hereto and incorporated herein and made a part of these Minutes. The contents of this report was discussed earlier.

d. Road Commissioner Calvin Baumier – presented his Department of Public Works Department Head Report dated April 19th 2016. The Road Commissioner's one page report, hereinafter referred to as Attachment #3, is attached hereto and incorporated herein and made a part of these Minutes.

Road Commissioner Baumier advised he received quotes from Crooker and Shaw Brothers and has begun the process of comparing them. Selectman Stewart requested the Road Commissioner seek a quote from Pike Industries as well.

He stated there is a 15-inch culvert installed down thirteen feet, which is filled in now near the corner of Four Wheel Drive and Runaround Pond Road. He has met with Mike Copp and will meet with Mr. Blackstone on the best way to handle this.

The Road Commissioner reported road grading will start tomorrow. Selectman Blake requested the Road Commissioner inspect a large rotted tree on Stackpole Road that may be or become a hazard.

Road Commissioner Baumier stated that the DPW has removed sand on several lawns in Town including Hunter Hill which has had a history of being problematic. He suggested the Selectmen look into a new Town Policy regarding the DPW remediating winter sand on lawns.

The Road Commissioner reported bids for the new Plow Truck package are to be opened on April 28th 2016 at the Town Office at 12:00 noon.

The Road Commissioner also reported the paperwork has been sent in for the pending Grant Money.

Selectman Stewart asked about the potholes on Quaker Meetinghouse Road and Road Commissioner Baumier stated he already discussed this with Crooker and they will be fixing them at no charge to the Town.

Selectmen's Comments: Chairman Wakeman announced the following: The Selectmen will meet on Tuesday, May 3rd 2016 and Tuesday, May 17th 2016 at the Town Office beginning at 6:30 p.m.

Bulky Waste Day will be held at the DPW on Saturday, May 21st 2016 from 9:00 a.m., to 3:00 p.m.

RSU #5 Budget Meeting will be held at the Durham Community School on Wednesday, May 25th 2016 beginning at 6:00 p.m.

Adjournment: **Selectman Libby Moves** to Adjourn at 7:20 p.m. Selectman Bake Second. Motion Carried 5-0.

Respectfully submitted,

Jill S. Toher
Meetings Secretary

Attachment #1: Fire Chief/EMA Director's one page Selectmen's Report dated April 19th 2016.

Attachment #2: AA/TA Glaeser's one page Town Administrator's Report dated April 15th 2015.

Attachment #3: Road Commissioner Baumier's one page Durham Public Works Department Head Head Report dated April 19th 2016.