

**Town of Durham  
Board of Selectmen  
Regular Meeting Minutes  
May 31<sup>st</sup> 2016**

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

**Members Present:** Chairman Jeffrey Wakeman, Selectman Mark Blake, Selectman Michael Stewart. Selectman Joshua Libby. Vice Chairman Hall excused.

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

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

**Residents Present:** Heather Roy, 777 Hallowell Road.

**Amendments to Agenda:** AA/TA Glaeser Adds two Flagging Invoices, payable in one check, to Payables Warrant.

**Public Comments:** None.

**Consent Agenda:**

- a. Approve Treasurer's Payables Warrants– As Amended: Add Flagging Invoices
- b. Approval of Selectmen's Minutes – May 17<sup>th</sup> 2016
- c. Correspondence
  - 1. LACO Minutes – May 10<sup>th</sup> 2016

**Selectman Libby Moves** to Approve the Consent Agenda as Amended adding extra Payables Warrant for flagging. Selectman Stewart Second. Motion Carried 4-0.

**Action and Discussion Items:**

a. **Tri-Town Track Signage** – Heather Roy addressed the Board and apologized for placing the Track and Field Project sign at the Eureka Center as she was unaware that she needed permission from the Selectmen to place a sign on Town property, although she had permission from Eureka Center's Nancy Decker. She distributed a photo of the sign requesting donations for the Selectmen's review. She is requesting the sign be placed at the Eureka Center for one week. Ms. Roy also advised that the group is selling bricks for \$500.00 each.

**Chairman Wakeman Moves** to Allow the sign to be placed at the Eureka Center for one week plus or minus. Selectman Blake Second. Motion Carried 4-0.

**b. Phone Service –** AA/TA Glaeser requested to table as she is still investigating prices.

Selectman Libby suggested the Town consider voice over internet service and offered to reach out to Tidewater to request a presentation.

**c. Maine Municipal LPC Nominations –** Chairman Wakeman asked Board members if anyone would be interested or able to serve on MMA's Legislative Committee. A brief discussion followed and it was the consensus of each Board member that they are currently committed to attend too many meetings.

**d. Approve Wally Staples as Member of Comprehensive Plan Committee -**

**Selectman Stewart Moves** to Appoint Wally J. Staples to the Comprehensive Planning Committee. Selectman Blake Second. Motion Carried 4-0.

**Department/Committees:**

**a. Fire Chief/EMA Director William St. Michel –** (no report) – Only one proposal was received and was turned over to the Chief by AA/TA Glaeser and was opened tonight. It was received from Gary Lane and included two prices: one for inside work and one for outside work. He will review and report back at next meeting.

**b. Codes Official Paul Baines –** presented and reviewed with the Board with his one page Office of Codes Enforcement Report dated May 31<sup>st</sup> 2016. The Code Official's one page report, hereinafter referred to as Attachment #1 is attached hereto and incorporated herein and made a part of these Minutes.

The Codes Official stated he will look into the possibility of using GIS to assist in research for the Comprehensive Planning Committee. Selectman Libby offered to speak with someone at MMA regarding whether there may be any software available.

**c. Town Administrator Ruth Glaeser –** presented and reviewed her Town Administrator's Report dated May 31<sup>st</sup> 2016. The AA/TA's one page report, hereinafter referred to as Attachment #2, is attached hereto and incorporated herein and made a part of these Minutes.

In addition to the information discussed in her report, AA/TA Glaeser stated there are ongoing computer issues occurring in the office pertaining to connectivity to the printer while on-line. Selectman Libby offered to trouble shoot the issue on Thursday.

**d. Road Commissioner Calvin Baumier** – presented and reviewed his Durham Public Works Department Head Report dated May 31<sup>st</sup> 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.

A discussion ensued regarding a Rabbit Road resident's request to save three trees along the roadside in front of her home. It was the consensus of the Board, after determining the trees are in the Town's right-of-way and will interfere with ditching, that the three trees must be removed. The Road Commissioner will talk to the homeowner.

Road Commissioner Baumier also advised that there are cables buried in the right of way and he has arranged for these cables to be unearthed and installed on poles along the road.

Due to the consistently heavy workload of the DPW, Selectman Blake suggested that the Road Commissioner consider requesting adding a fifth full time position to next year's budget.

**Selectmen's Comments:** Chairman Wakeman announced the following:

Regular Selectmen's Meetings will be held on Tuesday, June 14<sup>th</sup> 2016 and Tuesday, June 28<sup>th</sup> 2016 at the Town Office beginning at 6:30 p.m.

There will be a Special Joint Meeting of the Pownal and Durham Selectmen on Tuesday, June 7<sup>th</sup> 2016 beginning at 6:00 p.m.

Secretary Toher requested to be excused from the June 14<sup>th</sup> 2016 Board meeting as she will be serving as Warden during the Primary Election. Her request was granted.

**Executive Session:** **Chairman Wakeman Moves** the Board into Executive Session pursuant to Title #1, M.R.S.A., ss. 405(6)(C) – Real Estate at 7:30 p.m. Selectman Blake Second. Motion Carried 4-0.

Respectfully submitted,

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Jill S. Toher  
Meetings Secretary

**Chairman Wakeman Moves** the Board out of Executive Session at 7:48 p.m.

**ACTION TAKEN: No Action Taken.**

**Adjournment: Selectman Libby Moves** to Adjourn at 7:48 p.m. Selectman Stewart Second. Motion Carried 4-0.

Respectfully submitted,

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Ruth Glaeser, AA/TA

Attachment #1: Code Official's one page Office of Codes Enforcement Report dated May 31<sup>st</sup> 2016.

Attachment #2: AA/TA's one page Town Administrator's Report dated May 31<sup>st</sup> 2016.

Attachment #3: Road Commissioner's one page Durham Public Works Department Head Report dated May 31<sup>st</sup> 2016.