

**Town of Durham  
Board of Selectmen  
Regular Meeting Minutes  
September 20<sup>th</sup> 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:** AA/TA Ruth Glaeser, Road Commissioner Calvin Beaumier, Secretary Jill Toher, Fire Chief/EMA Director William St. Michel, Codes Official Paul Baines.

**Residents Present:** Kenneth Scribner, Wade Caplinger, Pearl Scribner.

**Public Comments:** None.

**PUBLIC HEARING & Action – Graveyard/Automobile Recycling Business and/or Junkyard Permit Applications:**

**Chairman Wakeman Opened** the Public Hearing on Graveyard/Junkyard Applications at 6:31 p.m.

**Codes Official Baines** presented the Board with his reports and recommendations for the following:

**a. Kenneth Carll II** – The Codes Official reported that Mr. Carll satisfied the conditions of last year's agreement and recommends re-issuing the License for one year based on agreed list of additional items to be removed.

**Selectman Libby Moves** to Grant a Conditional Junk Yard License based on the Code Official's recommendations. Selectman Blake Second. Motion Carried 5-0.

**b. John Piela** – The Codes Official reported that Mr. Piela has maintained a clean site.

**Selectman Libby Moves** to Grant a Junkyard License based on the Code Official's recommendations with the additional Condition that the fence be repaired and screening be brought "back up to snuff". Selectman Stewart Second. Motion Carried 5-0.

**c. Alvin Dennison, Jr.** - The Codes Official recommends re-issuing the License for one year.

**Selectman Libby Moves** to Grant a Junkyard License based on the Code Official's recommendations. Selectman Blake Second. Motion Carried.

**d. Lawrence Emerson** – The Codes Official recommends this License be Conditional to re-inspection after the fall recycle is completed and re-inspected and also recommends that the next year's License be changed to an Automobile Recycle Facility which will change the review period to every three years

**Selectman Libby Moves** to Grant a Conditional Junk Yard License based on the Code Enforcement's recommendations. Selectman Stewart Second. Motion Carried 5-0.

**e. Troy Peterson** – The Codes Official reported he found no violations and recommends a continuation of activities and renew his License.

**Selectman Libby Moves** to Grant a Junkyard License based on the Code Official's Recommendations. Selectman Blake Second. Motion Carried 5-0.

**Chairman Wakeman Closed** the Public Hearing for Junkyard/Automobile Graveyards at 6:42 p.m.

**PUBLIC HEARING & Action – General Assistance Ordinance Appendices A-D – 2016-2017:**

**Chairman Wakeman Opened** The Public Hearing on General Assistance Ordinance Appendices A-D for 2016-2017 at 6:42 p.m.

**Selectman Stewart Moves** to Approve the General Assistance Ordinance Appendices A-D, for 2016-2017 as presented. Selectman Blake Second. Motion Carried 5-0.

**Chairman Wakeman Closed** the Public Hearing for General Assistance Ordinance Appendices A-D for 2016-2017 at 6:43 p.m.

**ASSESSOR'S SESSION** – **Chairman Wakeman Moves** the Board into Assessor's Session pursuant to Title #36, M.R.S.A., ss. 841 at 6:44 p.m. Selectman Blake Second. Motion Carried 5-0.

**a. Supplemental Tax bill For Tree Growth Penalty, Map #3, Lot #14 -**

**Vice Chairman Hall Moves** to Approve the Tree Growth Penalty per the recommendation of Donna Moore Hays, CMA, to the Estate of Manfred K. Mayer, Map #3, Lot #14 in the sum of three thousand three hundred-ninety five (\$3,395.60) dollars and sixty cents, for the withdrawal of this parcel from the tree growth program. Selectman Libby Second. Motion Carried 5-0.

**b. Supplemental Tax Bill for Tree Growth Penalty, Map 2, Lot #18 -**

**Selectman Libby Moves** to Approve the issuance for a Supplemental Bill to Durham Friends Meeting for the withdrawal of one-half ( $\frac{1}{2}$ ) acre from the Tree Growth Program, Map #2, Lot #28, per the recommendation of Donna Moore Hays, CMA, in the amount of one hundred fifty-seven (\$157.60) dollars and sixty cents, as this parcel is the future site of the newly approved cell tower. Mark Libby Second. Motion Carried 5-0.

**Chairman Wakeman Moves** the Board out of Assessor's Session at 6:47 p.m. Selectman Libby Second. Motion Carried 5-0.

**Consent Agenda:**

- a. Approve Treasurer's Payables Warrant:**
- b. Approval of Selectmen's Minutes – September 6<sup>th</sup> 2016:**
- c. Approval of BYOB Permit for Event at Durham Amvets Hall:**
- d. Correspondence:**
  - 1. Forecaster/Current Publishing**
  - 2. Maine Employee Health Trust Plan Benefit Changes**
  - 3. EMA Drought Status Report**
  - 4. Invitation to Talk of Local Food Economy**
  - 5. Spirit of American Award Ceremony**

Chairman Wakeman stated that the Spirit of America Award ceremony will be held on September 21<sup>st</sup> 2016 at 6:30 p.m.. Selectman Blake offered to attend to represent the Town.

**Vice Chairman Hall Moves** to Approve the Consent Agenda as presented. Selectman Blake Second. Motion Carried 5-0.

**Action and Discussion Items:**

- a. Eureka Committee** – Pearl Scribner reported that the Girl Scouts and Brownies would like to make and tend a small garden at the Eureka Community Center as well as at River Park.

**Vice Chairman Hall Moves** to permit the Girl Scouts and Brownies to garden at the Eureka Community Center and River Park. Selectman Blake Second. Motion Carried 5-0.

Pearl Scribner stated the Eureka Center Committee would like to offer the hall to Fire Department Explorers, the school and other groups to hold classes and/or breakfasts.

It was the consensus of the Board to allow this based on proof of insurance such as a \$77.00 umbrella if no other insurance is in place. Chairman Wakeman requested that AA/TA Glaeser compose a draft Policy for Groups and present it to the Board first.

Pearl Scribner stated that Committee is hoping for a November rental and advised that Eureka Community Center Committee is entering their third year.

**b. Discussion of Web Site RFP** – AA/TA Glaeser presented the Board with a draft RFP for the new website. After a brief discussion, it was decided to table until next meeting.

**c. Appointment to Comprehensive Plan Committee -**

**Vice Chairman Hall Moves** to Appoint Pam Bosarge to the Comprehensive Plan Committee. Selectman Stewart Second. Motion Carried 5-0.

**d. Oaths for Warden and Two (2) Deputy Wardens -**

**Vice Chairman Hall Moves** to Approve the Appointments as listed by Chairman. Selectman Libby Second. Motion Carried 5-0.

**e. Discuss and Act on Heating Fuel Pricing** – AA/TA Glaeser presented the Board with pricing received from five vendors for propane and #2 heating oil for the upcoming season. Two of the vendors also offered lock-in rate options for two and/or three years. AA/TA Glaeser recommended selecting the first vendor listed to lock-in propane for three years.

A general discussion followed which included looking into Downeast Energy for service contract prices and ask whether there will be any tank changing fees. AA/TA Glaeser will make contact and report back. She also confirmed that the DPW building is the only site that uses #2 heating oil.

**Chairman Wakeman Moves** to contract with Downeast Energy for propane at \$1.16 for three years and Dead River for #2 oil at \$1.77 if three year pricing is available on #2 oil. If three year pricing is not available, the Board directs AA/TA Glaeser to contract with Downeast for one year. Selectman Libby Second. Motion Carried 5-0.

**f. Discuss and Act on Trailer near Salt Shed** – The Board reviewed photos of the trailer located at the DPW sand lot and it was determined that the Town would have no use for the trailer due to it's condition. AA/TA Glaeser will prepare a draft RFP for the sale of the trailer for the Board to review. It was the general consensus of the Board to include a viewing time in the RFP. Advertisement will be made in the usual manner with the MMA, the website and the Town Channel.

**Chairman Wakeman Moves** to advertise the trailer sale with the understanding that it is sold as is and that all removal costs will be paid by the purchaser. Selectman Blake Second. Motion Carried 5-0.

#### **Department/Committees:**

**a. Codes Official Paul Baines** – Reviewed his one page Office of Codes Enforcement report dated September 20<sup>th</sup> 2016, hereinafter referred to as Attachment #1, which is attached hereto and incorporated herein and made a part of these Minutes.

Also discussed was the Gazebo. The Codes Official offered to talk with Joe Johnson regarding assess. Selectman Blake stated there may be a small low area in the back that may be a separate lot.

Resident Kenneth Scribner stated that a number of years ago, \$10,000.00 was raised each year for two years and that when the Gazebo was rehabbed at that time only six 2' x6' pieces of existing lumber were able to be used. A lengthy discussion pertaining to Gazebo repair semantics followed.

**b. Fire Chief/EMA Director William St. Michel** – Reviewed his two page Selectmen' Report dated September 20<sup>th</sup> 2016, hereinafter referred to as Attachment #2, which is attached hereto and incorporated herein and made a part of these Minutes.

Also discussed was the paving project at the Fire Department. Chief St. Michel made several recommendations and requested the Board to approve them as they are well within the requested budget.

**Chairman Wakeman Moves** to Authorize the Chief to spend up to \$6,000.00 for cutting, \$30,000.00 for paving and up to \$3,500.00 for the catch basin. Selectman Libby Second. Motion Carried 5-0.

Chief St. Michel next advised that the Assistant EMA Director is stepping down. He is proposing that he begin looking to post in-house first and change the position to Assistant Chief/Assistant EMA Director.

The in-house posting would include a request for letters of interest which he plans to bring back to the Board in about one month. Chief St. Michel suggested offering a slightly higher stipend. The position would include training for the Chief's position with no guarantee that the successful candidate would be guaranteed the Chief's position.

**Chairman Wakeman Moves** to put out internally a posting for Assistant Chief and Assistant EMA Director. Selectman Stewart Second. Motion Carried 5-0.

Chief St. Michel opened a discussion regarding developing a survey with questions to residents revolving around what the resident's expectations would be for EMS and Fire Department coverage for the future. He would like to work with PIT Shannon Brown to develop the survey, then get the survey out to the residents for their reply.

**Chairman Wakeman Moves** to have the Chief work with the PIT to get the survey out to the townspeople. Selectman Blake Second. Motion Carried 5-0.

**c. Road Commissioner Calvin Baumier** – Reviewed his one page Durham Public Works Department Head Report dated September 20<sup>th</sup> 2016, which is attached hereto and incorporated herein and made a part of these Minutes.

Selectman Stewart opened a discussion regarding the possibility of putting the second coat on the Runaround Pond Road and Rabbit Road this year. Road Commissioner Baumier wants to finish the project before making a decision. Currently, he advocates holding off on adding the second coat so that the first coat can settle over the winter.

Road Commissioner Baumier supplied the Board with a pictorial mock up for a "Welcome to Durham" sign similar to the one that Lisbon has in place at the end of the new Durham-Lisbon bridge. He advised that Carrot Signs gave him an estimate of \$2,500.00 for the sign. He still needs to get pricing on the granite posts, and stated, with the Board's approval, he intends to include this project in next year's budget. It was the general consensus of the Board to include "Incorporated 1789" below the proposed "Welcome to Durham" copy.

**d. Town Administrator Ruth Glaeser – no report.**

**Selectmen's Comments:** Chairman Wakeman announced the following: Regular Selectmen's meetings will be held on Tuesday, October 4<sup>th</sup> 2016 and Tuesday, October 18<sup>th</sup> 2016 at the Town Office beginning at 6:30 p.m.

Following a brief discussion, the Selectmen agreed to convene a Special meeting for the purpose of entering into an Executive Session with the Town Attorney on Tuesday, September 27<sup>th</sup> 2016 at the Town Office at 6:00 p.m.

**Adjournment:** **Selectman Libby Moves** to Adjourn at 8:20 p.m. Selectman Blake Second.  
Motion Carried 4-0.

Respectfully submitted,

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Jill S. Toher,  
Meetings Secretary

Attachment #1: Code Official Paul Baines' Office of Codes Enforcement Report dated September 20<sup>th</sup> 2016, one page.

Attachment #2: Fire Chief/EMA Director William St. Michel's Selectmen's Report dated September 20<sup>th</sup> 2016, two pages.

Attachment #3: Road Commissioner Calvin Baumier's Durham Public Works Department Head Report dated September 20<sup>th</sup> 2016, one page.