

**Town of Durham
Board of Selectmen
Regular Meeting Minutes
November 1st 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 excused.

Others Present: Nate Chapman and Karen McNaughton, Pine Tree Waste; Josh Tice, Tice Waste Management; Budget Committee members: Kevin Nadeau, Terry Kirk, Milt Simon, Michael Fitzpatrick and Marc Farrin.

Amendments to Agenda: Chairman Wakeman adds the following: Consent Agenda – item 4) thank you from Shiloh Church to Fire Department; and, Under Action and Discussion Items – item G) Notice of Return.

Public Comments: None.

Consent Agenda:

- a. Approve Treasurer's Payables Warrant
- b. Approval of Selectmen's Minutes – October 18th 2016
- c. Correspondence
 - 1. Two letters from Comcast
 - 2. Email regarding Telecommunications
 - 3. Resident Complaint
 - 4. Thank you from Shiloh Church to Fire Department

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

Action and Discussion Items:

a. **Discussion of Solid Waste RFP** – Josh Tice personally appeared before the Board and gave an overview of his four years in business noting that the business is family owned. He purchased the business from Harris Brothers. He stated he has a promise from Norway Bank, which he supplied, for a loan to purchase a compactor truck should Tice Waste Management be the successful bidder. He stated that Tice Waste Management mostly does single stream.

He advised that he has doubled his customer base during the last four years and that his business is primarily subscription pick-ups. He stated he currently has six trucks which are all dump bodies with covers and uses four of them on any given day. He added that he sells his recycling to a company in Mechanic Falls.

Both the Selectmen and Budget Committee members had a number of questions, which were answered. Questions included how he would handle Bulky Waste Day and how he justifies keeping the same price for the three year term. He stated he would team up with another contractor in order to accommodate Durham's Bulky Waste needs.

Chairman Wakeman asked Mr. Tice to provide the Selectmen with a list of his allowable recyclables.

Nate Chapman and Karen McNaughton from Pine Tree Waste next addressed the Board. Mr. Chapman stated that the business primarily contracts with towns and and Pine Tree Waste has a fleet of 200 compactor trucks. Waste is delivered to a new facility in Lewiston which charges between \$20.00 to \$30.00 per ton to dump.

The Selectman and Budget Committee members had several questions which included the possibility of automated cart pick-ups as well how the quotes in the RFP were developed. Mr. Chapman stated the prices for the three year period was based on a flat two (2%) increase per year.

Chairman Wakeman asked whether there were any more questions, and seeing none, thanked both companies representatives for coming tonight.

The Selectmen and Budget Committee discussed pricing information contained in both RFP's as there are some concerns as it relates to the large gap between the two. Equipment, as it pertains to Tice Waste Management was also discussed.

b. Act on Website RFP – AA/TA Glaeser stated that PIT Brown picked up the RFP's and will review them then will meet discuss them with the Telecommunications Committee before reporting back to the Board with the Telecommunication Committee's recommendations.

c. Act on Public Works Trailer – Road Commissioner Beaumier advised that he will be able to disconnect the electric, which will save the Town \$200.00.

Selectman Stewart Moves to Accept the bid of \$252.00 from Larrabee Construction.
Selectman Blake Second. Motion Carried 5-0.

d. Credit Card Discussion – AA/TA Glaeser advised that Androscoggin Bank has a new Business Credit Card named Elan Credit Card which offers reward points and has no fees

and provided information for the Board's review.

Vice Chairman Hall Moves to Authorize AA/TA Glaeser to apply on the Town's behalf for a credit card from Androscoggin Bank. Selectman Libby Second. Motion Carried 5-0.

e. Waiver of Foreclosure for Map #6, Lot #114: Emerson Tire Dump -

Chairman Wakeman Moves to waive Foreclosure on Map #6, Lot #114, the Emerson Tire Dump. Selectman Libby Second. Motion Carried 5-0.

f. E-mail regarding County Budget seat – Chairman Wakeman stated that the Town should see if there is anyone who would like to fill the seat vacated by Wade Caplinger who resigned from the County Budget Committee. If not, then the County Budget Committee needs to be advised so the opening can be advertised for the next budget year.

g. Notice of Return – AA/TA Glaeser stated the Town received a Notice of Return from RSU#5 which needs to be signed at the end of this meeting so that it can be returned.

Department/Committees:

a. Codes Official Paul Baines – excused: No report.

b. Fire Chief/EMA Director William St. Michel – presented and reviewed the information contained in his one page Fire and Rescue Selectmen's Report dated November 1st 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.

Chief St. Michel advised that Lemay's price for striping was based on striping the Fire Department lot as well as the Town Office lot and the quote did not include cold weather striping. He advised he has left a number of messages for a call back but has not had a reply.

He also stated that Curtis Dimock was selected to serve as Assistant Chief and Assistant EMA Director and requested the Board make the appointment at the next Board meeting.

The Chief also advised that an additional person has come forward in addition to the original four and applied to be a new recruit. He is in the process of vetting each.

c. Road Commissioner Calvin Beaumier – presented and reviewed the information contained in his one page Durham Public Works Department Head Report dated November 1st 2016. The Road Commissioner's one page report, hereinafter referred to as Attachment #2, is attached hereto and incorporated herein and made a part of these Minutes.

d. Town Administrator Ruth Glaeser – No report. AA/TA Glaeser stated the polls will be open on Election Day from 8:00 a.m., to 8:00 p.m. and that the State Troopers will stop by the Durham Community School frequently during these hours.

Absentee voting will close on Thursday, November 3rd 2016 at 6:30 p.m.

Selectmen's Comments: Chairman Wakeman announced the following: Regular Selectmen's meetings will be held on Tuesday, November 15th 2016 and Tuesday, November 29th 2016 at the Town Office beginning at 6:30 p.m.

The Office will be closed on Friday, November 11th 2016 in observance of Veterans' Day.

Chairman Wakeman Moves the Board into Executive Session pursuant to Title #1, M.R.S.A., ss. 405(6)(A) – Personnel – Personnel Matters – Discussion of Fire Department Reviews, preceded by a brief recess at 8:20 p.m. Selectman Libby Second. Motion Carried 5-0.

Respectfully submitted,

Jill S. Toher
Meetings Secretary

Chairman Wakeman Announced the Board came out of Executive Session at 8:29 p.m.

ACTION TAKEN: None.

Chairman Wakeman Moves the Board into Executive Session pursuant to Title #1, M.R.S.A., ss. 405(6)(A) Personnel – Personnel Matters – Administrative Department Reviews at 8:30 p.m.. Vice Chairman Hall Second. Motion Carried 5-0.

Chairman Wakeman Announced the Board came out of Executive Session at 9:10 p.m.

ACTION TAKEN: None.

Chairman Wakeman Moves the Board into Executive Session pursuant to Title #1, M.R.S.A., ss. 405(6)(A) – Personnel – Personnel Matters – Discussion of Public Works Department Reviews at 9:10 p.m. Selectman Blake Second. Motion Carried 5-0

Chairman Wakeman Announced the Board came out of Executive Session at 9:40 p.m.

ACTION TAKEN: None.

Chairman Wakeman Moves the Board into Executive Session pursuant to Title #1, M.R.S.A., ss. 405 (6)(A) – Public Works - Personnel Matter at 9:40 p.m. Selectman Blake Second. Motion Carried 5-0.

Chairman Wakeman Announced the Board came out of Executive Session at 9:50 p.m.

ACTION TAKEN: Chairman Wakeman Moves to suspend the employee indefinitely without pay. Selectman Libby Second. Motion Carried 5-0.

Executive Session pursuant to Title #1, Chapter #13, Section 405(6)(C) – Real Estate – Tabled.

Adjournment: Selectman Libby Moves to Adjourn at 9:52 p.m. Selectman Stewart Second. Motion Carried 5-0.

Respectfully submitted,

Jeffrey Wakeman
Chairman

Attachment #1: Fire Chief/EMA Director's Fire and Rescue Report dated November 1st 2016, one page.

Attachment #2: Road Commissioner's Durham Public Works Department Head Report dated November 1st 2016, one page.