

**Town of Durham
Board of Selectmen
Regular Meeting Minutes, DPW Budget
January 26th 2017**

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, 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, Fire Chief/EMA Director William St. Michel and Codes Official Paul Baines.

Residents Present: Bruce Marquis, Todd Beaulieu, Patrick Johnson, Bill Downs, Joseph Howe.

Pledge of Allegiance: Completed.

Public Comments: Bill Downs personally addressed the Board with a request to have several ambassador animals be featured at his son's seventh birthday party which is scheduled to be held at the Eureka Center. The facilitator is Wildlife Encounters out of New Hampshire. His son wants a mini pig, cockatoo, sugar glider and laughing kookaburra at his party. AA/TA Glaeser represented that the Eureka Community Center Committee had no objections.

Chairman Wakeman Moves the Board waive the no animal restriction for this party. Selectman Blake Second. Motion Carried 4-0.

Consent Agenda:

- a. Approve Treasurer's Payable Warrant
- b. Approval of Selectmen's Meeting Minutes – January 10th 2017
- c. Approval Selectmen's Meeting Minutes – January 17th 2017
- d. Correspondence – none.

Vice Chairman Hall Moves to Approve the Consent Agenda as presented. Selectman Stewart Second. Motion Carried 4-0.

Action and Discussion Items:

- a. **Animal Control Officer Report** - ACO Pat Johnson replied verbally to a letter sent to him by the Selectmen regarding his arm surgery and he stated, just for the record, that he was able to use his arm four days after surgery.

ACO Johnson also stated that he thought his reports would be posted on the website and is wondering why he and his wife couldn't find them. He was especially concerned as reports were requested from him on several occasions. He also stated that he supplied copy regarding rabies outbreaks for posting and he could not locate that information either. The ACO provided some examples of calls he routinely receives to give an accurate overview of the scope of his work.

Selectman Stewart advised the ACO that in order to save on paperwork, his pay would be increased by \$500.00 which will represent mileage. ACO Johnson discussed putting evidence together for cases and various types of rescues. He stated he has worked with Brunswick, Lisbon and Harpswell and requested help for a dog stranded on the Androscoggin River. He will submit his request for a wage increase to AA/TA Glaeser by Monday.

b. Cal Ripkin League presentation of Plans for Swamp Road – Joe Howe reviewed the planned use for the ten acre lot. About one-third is wet and unusable. Plans are for two big and two small fields with entrances staggered as to not interfere with current driveways. Parking will allow for 100 vehicles which is approximately one per player.

He continued that Sappi Paper completed clearing this fall and they would like to begin so that some phase is in process by summer. Mr. Howe stated that the total rough estimate to install is \$320,000.00. Plans include going to the Planning Board for approval then get necessary permits, then apply for grants. Porta Potties would be used during the season and no plans for a septic system are in the offing.

Vice Chairman Hall asked if other uses could be entertained and Mr. Howe stated that the lease could allow certain other uses.

Mr. Howe stated he is here this evening to verify the process with the Selectmen and answer any questions or concerns. It was the general consensus of the Selectmen to let the Cal Ripkin League to move forward as long as there is no cost to the Town.

Planning Board Discussion on Marijuana Moratorium Ordinance – Chairman Todd Beaulieu came before the Board to discuss prohibiting marijuana use and allowing marijuana social clubs. He stated that a Town wide moratorium is in keeping with the Town's character. Chairman Beaulieu also voiced Planning Board concerns as there is no Town police department.

Chairman Beaulieu stated both the issue of marijuana and proposed Ordinance changes will need to have a public hearing.

d. Budget Discussion – Department of Public Works – Hold until end of meeting.

e. Joshua Libby Letter – Chairman Wakeman read a letter of resignation from Selectmen Libby as a Board member.

Chairman Wakeman Moves that the Board receives the letter of resignation with regret. Selectman Stewart Second. Motion Carried 4-0.

Chairman Wakeman Moves to allow Joshua Libby to hold keys and security code until such time as his work with IT is complete. Selectman Stewart Second. Motion Carried 4-0.

Department/Committees:

a. Codes Official Paul Baines – no written report. The Codes Official distributed a two page letter along with a graph dated January 26th 2017 for the Board's review.

The Codes Official requested the Selectmen consider a change in the fee schedule for residents whose houses are destroyed by fire. He is proposing that fees be waived for residents requesting a permit to re-build. He also requested that Parker (Pat) Morse be reimbursed for building fees due to the January, 2017 fire.

The Codes Official reported that the American flag pole's concrete base at War Memorial Park moves when shook and is listing. A full assessment will be needed in the spring. Joe Donovan confirmed that the concrete base was set 2-1/2 feet below ground per specifications by the pole's manufacturer. Codes Official Baines recommends it should be replaced by a rectangular base and set deeper into the ground.

Codes Official Baines opened a discussion regarding Durham's growth and referred to the graph he supplied. He stated that no new subdivisions have been developed lately, as the Ordinances are very restrictive. More homes are being built on town roads as the requirement is to have a minimum of 300 feet of road frontage. He projects that remaining lots available will be consumed within the next 30 years.

The Codes Official stated that Comprehensive plans need to be implemented then tracked. The previous Comprehensive plan was not tracked. Vice Chairman Hall suggested the Selectmen, Planning Board and Comprehensive Plan Committee should have a workshop.

Codes Official Baines advocates that Durham have a Town Planner, which should have been done ten years ago and that the Planning Board and Town Planner make yearly recommendations to the Board.

Chairman Wakeman stated the Comprehensive Plan Committee is holding a Visioning Meeting next Tuesday at the Durham Community School from 6:30 p.m., to 8:30 p.m.

b. Fire Chief/EMA Director William St. Michel – excused. The Fire Chief/EMA Director's one page report dated January 24th 2017, hereinafter referred to as Attachment #1, is attached hereto and incorporated herein and made a part of these Minutes.

Chairman Wakeman reviewed the Fire Chief's report noting his request for the Board to approve his request for a Forestry Grant to purchase twenty pairs of forestry pants be approved.

Selectman Blake Moves to Approve the Forestry Grant for twenty pairs of forestry pants at \$2,540.00 paid out of the Grant Match Account with 50% reimbursement. Selectman Stewart Second. Motion Carried 4-0.

c. Town Administrator Ruth Glaeser – no written report.

d. Road Commissioner Calvin Beaumier – DPW Budget Discussion -

Road Commissioner Beaumier stated that the Personnel raise pool request is at 2% and the amount requested does not include a raise for himself. The FICA line also included MPRS.

He has requested an increase due to the increasing price of #2 fuel oil, and has made cuts to propane and electricity lines.

Cellphones have been moved out of Communications.. He has added the purchase of JD Link which is \$1,500.00. Rental Equipment shows a negative figure as there is a reimbursement posted from Pownal.

The change in Facilities Maintenance includes the new roof as part of the expense. He is requesting monies to replace the salt shed door and to pump the septic tank. Training/Professional Development is for continuing educational classes.

His request for signs includes \$2,500.00 for a "Welcome to Durham" sign to be placed by the Durham/Lisbon Falls Bridge.

Administrative Supplies includes the GPCOG bid fee for salt. The request for Uniforms has been decreased by \$1,250.00. His request for Professional Services which includes surveying has been reduced by \$2000.00.

Road Commissioner Beaumier stated he added a new budget line for Traffic Control for costs associated with flaggers who work part-time and receive no benefits.

The request for Tree Work is \$6,000.00, and increase of \$2,000.00 over last year. A brief discussion followed during which it was agreed to come back to this line item for further discussion.

The request for Operational Supplies includes money to purchase material for dust control for gravel roads. During discussion, the Road Commissioner advised that the dust control material also serves as a binder for surface sand which saves adding gravel. The request for Patch has been cut by \$12,000.00.

The amount requested for Roads (paving) has increased by approximately \$158,000.00. It does not include a request for a Bond for any road repair. A lengthy discussion followed comparing costs for chip seal and shim versus shim and overlay. Chip seal and shim costs \$70,000.00 per mile and is holding up after five years. Shim and overlay lasts about ten years.

A very lengthy discussion followed over which roads need attention the worst. The Road Commissioner stated that the Bowie Hill Road from the corner of the Davis Road is now too far gone. It was finally agreed to change the amount requested from \$443,500.00 to \$368,500.00 for Roads (paving).

Winter Roads: The Road Commissioner's request for liquid de-icers remains the same as last year as he anticipates using more of the product this year. He stated it takes 9 gallons to treat a ton of sand. The Road Commissioner is requesting \$9,000.00 to refill the sand shed. He is requesting \$20,000.00 more for salt. Plow blades request is \$5,000.00 less than last year.

Last year \$22,714.00 was spent on winter equipment maintenance and the request of \$20,000.00. A lengthy discussion followed. The Road Commissioner stated that included in winter equipment maintenance is four trucks plus the one-ton truck. He stated that although the Town is purchasing a new truck this year, the remainder of the fleet has aged by one year.

The Building and Equipment Bonds are part of the operating budget and the Road Bond needs to be separated out from the operating budget and moved to the Capital budget.

A general review followed during which it was agreed to cut \$79,000.00 from the Road Commissioner's original budget request.

Capital Budget: In addition to making changes as previously discussed, \$100,000.00 is to be included in the Capital Budget for future truck purchases.

A very lengthy discussion ensued regarding the Road Commissioner's request for Wash Bay Curtains. He wants to purchase these curtains in order to keep water and/or overspray from compromising wall outlets and electrical equipment for safety reasons.

The Board asked the Road Commissioner to see if these curtains will be sufficient as well as meet insurance criteria.

Next discussed was Road Projects and it was the general consensus of the Board to look towards doing a road bond every other year.

The Board suggested that the Road Commissioner prepare charts depicting cost efficiency of the DPW handling road replacement work versus hiring a professional contractor and get this information to the Selectmen before the first Budget Committee meeting.

Future spending on road replacement and bond strategies need to be further discussed.

The next Selectmen's Budget meeting will be held on Monday, January 30th 2017 beginning at 6:30 p.m.

Road Commissioner Beaumier advised that he applied for a Grant for two Road Crossings. He added that the odds are not good for getting the grants approved. He would like the Selectmen to consider adding a Warrant item for \$120,000.00 to cover these grants should one or both be approved for reimbursement.

Selectmen's Comments: Chairman Wakeman announced the following:

The Comprehensive Plan Committee is holding a Visioning Meeting next Tuesday at the Durham Community School from 6:30 p.m., to 8:30 p.m.

The Selectmen will have a Budget Workshop on Monday, January 30th 2017 at the Town Office beginning at 6:30 p.m.

Regular Selectmen's meetings will be held on Tuesday, February 7th 2017 and Tuesday, February 21st 2017 beginning at 6:30 p.m.

Nomination papers for two (2) Selectmen, Three (3) Budget Committee members and one (1)

School Board Member and one (1) Selectmen for a one year term, are available at the Town Office.

Adjournment: **Selectman Stewart Moves** to Adjourn at 8:45 p.m. Selectman Blake Second. Motion Carried 4-0.

Respectfully submitted,

Jill S. Toher,
Meetings Secretary

Attachment #1: Fire Chief/EMA Director William St. Michel's Fire and Rescue Selectmen's Report dated November 15th 2016, one page.