

NOTICE OF PUBLIC MEETING
Town of Durham Board of Selectmen
Jeff Wakeman, Chairman
Sarah Hall, Vice-Chair
Mark Blake
Michael Stewart

The regular meeting of the Durham Board of Selectmen will be held on **TUESDAY, February 7th, 2017 at 6:30 p.m.** at the Durham Town Office, 630 Hallowell Road, Durham, Maine 04222.

AGENDA

Consideration of:

- I. Call to Order & Establishment of Quorum**
- II. Pledge of Allegiance**
- IV. Amendments to Agenda**
- V. Public Comment**
- VI. Consent Agenda: *(Any Board member may request to have an item removed from the consent agenda for discussion)***
 - a. Approve Treasurer's Payables Warrant**
 - b. BYOB Permit for Eureka**
 - c. Correspondence**
 - 1) County Tax Assessment**
 - 2) Letter of Resignation**
 - 3) LD Municipal Impact Synopsis**
 - 4) Androscoggin Land Trust Report on River Park**
- VII. Action & Discussion Items:**
 - a. Gene Villacci Request for No Action Letter**
 - b. Tax Acquired Sale**
 - c. Budget Workshop – Final on all Departments**
- VIII. Departments/Committees**
 - a. Fire Chief**
 - b. Code Enforcement**
 - c. Town Administrator**
 - d. Road Commissioner**
- IX. Selectmen's Comments:**
 - a. Upcoming Meeting(s):**

Regular Selectmen's Meetings will be held:
Tuesday, February 21st, 2017 at 6:30 p.m.
Tuesday, March 7th, 2017 at 6:30 p.m.

Nomination papers for two (2) Selectmen (three year term), one (1) Selectmen (one year term), three (3) Budget Committee Members and one (1) School Board Member are available at the Town Office and are due no later than close of business on close of business on February 14th, 2017
- X. Executive Session-Pursuant to 1 M.R.S.A. 405(6)(A)-Personnel – Personnel Matters**
- XI. Executive Session-Pursuant to 1 M.R.S.A. 405(6)(F)-Discussion of Confidential Records**

**Town of Durham
Board of Selectmen
Regular Meeting Minutes
Final Budget Workshop
February 7th 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.

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

Also Present: AA/TA Ruth Glaeser, Fire Chief/EMA Director William St. Michel. Meetings Secretary Jill Toher and Road Commissioner Beaumier excused.

Pledge of Allegiance: Completed.

Residents Present: Gene Villacci.

Public Comments: None.

Amendments to Agenda: If there are no objections from the Board, Chairman Wakeman would like to table item number eleven until next meeting. Strike eight "b" and eight "d" as they will not be here this evening. Number six C-2 move to seven "d".

Consent Agenda:

- a. Approve Treasurer's Payable Warrant
- b. BYOB Permit for Eureka Community Center
- c. Letter of Resignation
- d. Correspondence –
 - 1. County Tax Assessment
 - 2. Letter of Resignation
 - 3. LD Municipal Impact Synopsis
 - 4. Androscoggin Land Trust Report on River Park

Vice Chairman Hall Moves to Accept the Consent Agenda as Amended. Selectman Blake Second. Motion Carried 4-0.

Action and Discussion Items:

- a. **Gene Villacci Request for No Action Letter** – Gene Villacci personally appeared before the Board and read a letter of request on behalf of his company. The Board was supplied with a copy of the letter during the meeting.

He is requesting letter of No Action regarding the possible set back infraction between 257 Pinkham Brook Road and the neighbor immediately to the north at the north eastern edge. He has supplied a copy of the survey.

Chairman Wakeman stated that should the Selectmen opt to supply a letter of No Action, that any filing fees be paid for by the Town. Chairman Wakeman also stated that should the Board change its mind the letter can be rescinded. Mr. Villacci stated that he is in the midst of selling this property and represented to the buyers that he would follow through and request a Variance from the Town. A brief discussion followed regarding the history of the property during the previous thirty-nine year period.

Chairman Wakeman Moves to Grant a Letter of No Action and if there are any fees, they shall be incurred by the Town. Selectman Blake Second. Motion Carried 4-0.

Chairman Wakeman requested that AA/TA Glaeser work with the Codes Official to prepare the Letter of No Action and have it signed.

b. Tax Acquired Sale – Map #8 Lot #22-A – Chairman Wakeman stated that the Town received five (5) bids on the property. The Bids are as follows: Robert Ponto - \$22,111.00; Crooker Construction - \$25,001.00; Joseph E. Fisher - \$40,100.00; Steve Rand = \$50,200.00; and James Pappi - \$42,000.00. AA/TA Glaeser stated the reserve has been met.

Vice Chairman Hall Moves that the Board accept the offer for the purchase of the property from Steve Rand in the amount of \$50,200.00. Selectman Blake Second. Motion Carried 4-0.

Budget Workshop – Final on All Departments – Chairman Wakeman stated there were several changes made during the prior discussions and AA/TA Glaeser has supplied new budget sheets for tonight. He continued that there is only one left to finalize which needs to be taken up in Executive Session: Item #10. AA/TA Glaeser requested that all the numbers receive a quick review tonight to ensure all are in agreement. She stated that the bottom line in Administration may need to be changed. The following were in agreement: Office Capital Budget; Animal Control (updated); Assessing and Cemeteries remain the same; \$50.00 was moved from Conservation to Parks; Donations have been updated per Selectmen's consensus; Eureka Community Center remains the same; Fire/Rescue/EMA is at \$321,680.00; Fire Reserve/Capital Improvements requests remain the same as payments are a fixed amount; General Assistance remains the same. AA/TA Glaeser stated that the Historical Society has not requested and funds and during discussion, Chairman Wakeman asked AA/TA Glaeser to touch bases with them. Parks and Recreation AA/TA Glaeser stated she added \$300.00 for seed and loam for the Eagle Scout Project.

Planning Board, Appeals Board, Comprehensive Plan Committee and Historic District Commission requests remains the same; For DPW Roads the only thing AA/TA Glaeser changes was to include seven months of insurance for the proposed new position. Total request is \$1,441,208.00 which includes the equipment and building Bonds. Commissioner Beaumier stated he is still waiting for the information the Board requested for the wash bay curtains.

Road Commissioner Beaumier requested the Board consider adding a separate warrant for additional road work which would give residents the option of moving forward. Chairman Wakeman stated that the Board needs some figures before considering his request.

For Solid Waste, AA/TA Glaeser included the bid from Pine Tree and Tice and carried each figure out, by year through 2019.

AA/TA Glaeser changed two lines in Telecommunications. She stated she increased the line for hardware to take into consideration the wiring at the Eureka Community Center and for the server and added a little bit more to the IT Support line. Monies for Telecommunications comes from Franchise Fees which is \$53,663.00. .

AA/TA Glaeser stated that Durham received the County Tax Assessment which is a 7.64 increase, or \$428,411.61, which is a .09 mil increase.

During a brief discussion regarding the increase, Chairman Wakeman explained that it is due to an increase in the property valuations which is based on State valuations. Chairman Wakeman continued that the overall County assessment was increased somewhere between 6% and 7% which may be attributed to a proposed increase in the legal expenses which includes the dispute with the towns plus an uptick in employee disputes. He also stated the County is concerned with jail costs that may not be eligible for help with State funding.

Selectman Blake opened a discussion regarding the Selectmen's and Budget Committee's bottom lines for the budget. He stated it should not be a competition as to who can cut the most and if both entities come close in the numbers than he feels each have done their job.

d. Resignation: Todd Beaulieu has submitted his resignation from the Planning Board, effective immediately.

Chairman Wakeman Moves to accept his resignation with regret. Selectman Stewart Second. Motion Carried 4-0.

Department/Committees:

a. Codes Official Paul Baines – no report.

b. Fire Chief/EMA Director William St. Michel – presented and reviewed his one page report. The Fire Chief/EMA Director's one page report dated February 7th 2017, hereinafter referred to as Attachment #1, is attached hereto and incorporated herein and made a part of these Minutes.

Chief St. Michel stated he really didn't have anything to add to his report and is here to answer any questions the Board may have. He recommended that the Board of Selectmen send Lisbon a letter of intent to stay with Lisbon unless they close down and add if they decide to put an RFP out that they include Durham.

Chief St. Michel advised the next Hazard Mitigation Meeting is February 16th 2017 at the County EMA, and stated he will not be able to attend. Chairman Wakeman suggested that if the Road Commissioner is available that he might want to consider attending as the main focus is roads. A very lengthy discussion followed regarding any other possible attendees.

Selectman Blake Moves that the Town send a letter of intent to stay with Lisbon as long as they have dispatch and if they put out RFP's they include Durham. Selectman Stewart Second. Motion Carried 4-0.

c. Road Commissioner Calvin Beaumier – excused, no report.

d. Town Administrator Ruth Glaeser – Reported she was contacted by a resident who would like to dig up some scrub pines that are in the right-of-way on the #136 side of the Eureka Community Center by the ball field this spring. He will fill in any holes. Selectman Stewart suggested he put a ribbon on the ones he wants so the Selectmen can make a decision.

Alden Adler will make recommend changes to the Town Channel slides as discussed.

Selectmen's Comments: Chairman Wakeman Announced the following: Regular Selectmen's meetings will be held on Tuesday, February 21st 2017 and Tuesday, March 7th 2017 at the Town Office beginning at 6:30 p.m.

Nomination papers for two (2) Selectmen (three year term), one (1) Selectman (one year term), three (3) Budget Committee Members and one (1) School Board member are available at the Town Office and are due no later than the close of business on Tuesday, February 14th 2017 at 4:30 p.m.

Chairman Wakeman announced the Board will go into Executive Session preceded by a brief recess.

Respectfully submitted,


Jill Toher
Meetings Secretary

Attachment #1: Fire Chief/EMA Director William St. Michel's Fire and Rescue Selectmen's Report dated February 7th 2017, one page.

Executive Session

Chairman Wakeman Moves the Board into Executive Session pursuant to Title #1, M.R.S.A., ss 405(6)(A) – Personnel Selectman Blake Second. Motion Carried 4-0.

Chairman Wakeman Announced the Board came out of Executive Session at 7:42 p.m.

ACTION TAKEN: No Action

Adjournment: Selectman Stewart Moves to Adjourn at 7:55 p.m. Selectman Blake Second. Motion Carried 4-0.

Respectfully submitted,


Ruth Glaeser
Town Administrator

Selectmens MINUTES
ATTACHMENT #1
2-7-2017

Fire & Rescue

Selectmen's Report 2/7/17

1. I attended the Lisbon Town Council Workshop on Dispatch services on January 31st. It was very informative. The discussion was similar to discussions in the past about local control, cost savings, expediting the notification of responders and maintaining clerical as well as School, PW, Sewer, and Water communication systems if emergency dispatch did move. They had a well written report on cost savings and relocation costs focused on the Town of Lisbon moving to Androscoggin. The meeting was well attended and there was considerable local input. Near the end I was asked to speak. I conveyed our dispatch history with Red Phones, Freeport, Androscoggin and most recently Lisbon. I informed them that we did our research last year when they had their discussions and found that once we addressed all of the budgeted and unforeseen operational costs; we were going to realize no cost saving and would have fairly substantial relocation costs. I could not speak for the Town or the Board until it was reviewed but felt that unless they decided to close we would not be considering relocation. They did vote before closing whether additional research was needed or if they were ready to make a decision. I believe it was 3 - 4 so they will be doing additional research. They also spoke of going out for RFP's rather than just going with Androscoggin. My recommendation to the Board would be to stick with Lisbon and send them a letter to that effect. But also request that if they chose to solicit proposals that they include us as part of a package deal with the two communities numbers separated.
2. The next Hazard Mitigation Meeting is February 16th at 5:30 PM at the County EMA. I overlooked an item in my schedule and will not be able to make it. I will contact County EMA and let them know. If somebody else is going to try to be in attendance, please let me know and I will let them know that as well.
3. Androscoggin County Firefighters Association will be holding a Basic Fire Officer Class in Durham on Wednesdays starting February 22nd. It is a very in depth class. It is provided by Maine Fire Service Institute and will be instructed by Chief Low of Auburn Fire. The only cost for the class is books. The class will not end until May 6th if they stay on schedule. We have eight members that have enrolled.