

**Town of Durham
Board of Selectmen
Regular Meeting Minutes
February 21st 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, Road Commissioner Calvin Beaumier, Fire Chief/EMA Director William St. Michel.

Residents Present: Candace Decsipkes, Mary Fallon, Anita Sellars.

Amendments to Agenda: Add under Action and Discussion items: Historic District Commission.

Historic District Commission: Candace Decsipkes stated that the members of the Historic District Commission are disappointed to learn that Codes Official Paul Baines quit. She stated he was really helpful and made a positive impact on the Commission. She added he was quite helpful helping with their pre-1900 photo project, which is not yet done.

Mary Fallon stated former Codes Official was helpful in determining the age of the Town's homes in conjunction with the Photo survey project. Ms. Decsipkes added that the 2017 budget has \$500.00 requested for training and asked whether those monies could be used to hire Paul Baines on a consultant basis to help with the photo survey.

Mary Fallon also asked if the Selectmen would consider contacting him to see if he would return. A brief discussion followed. Vice Chairman Hall stated that leaving Durham's employ was Paul Baines' decision which is something the Selectmen cannot rescind. Selectman Blake stated that Paul Baines left abruptly, and provided no reason for leaving. Chairman Wakeman added that the way Paul Baines left leaves little if no recourse plus the fact that he left with a number of projects unfinished.

Consent Agenda:

- a. Approve Treasurer's Payable Warrant
- b. Approval of Selectmen's Meeting Minutes – January 24th 2017
- c. Approval Selectmen's Meeting Minutes – February 7th 2017
- d. Correspondence – none.

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

Action and Discussion Items:

a. Comprehensive Plan Committee – Steve and Seren Sinisi personally came before the Board to provide an update as well as request outreach from the community regarding the Vision Statement.

Steve Sinisi posed three questions: 1) What to you like about the Town; 2) Where do you want the Town to be ten years from now; and, 3) What other questions should the Comprehensive Planning Committee be asking the residents.

During discussion, it was the general consensus that the Selectmen liked the fact that Durham is rural yet close to bigger towns. In ten years, it was agreed that the tax base needs to be expanded in both the residential and business sectors by creating smart growth. It was also agreed that the center of Town needs to be defined area well as an increase in community spirit.

Other questions that need addressing is: 1) the aging population in Town on a fixed income; 2) the need for affordable housing; and 3) devise a plan for multi-unit affordable housing.

b. Act on the Codes Official's Resignation – Chairman Wakeman read Paul Baines' letter of resignation tendered February 7th 2017 which was effective at the end of business on that day.

c. Discuss Open Codes Official's Position – The Board discussed at some length steps needed in order to put out an ad for a new Codes Official, which includes re-vamping the current job description.

The Board also discussed looking toward other towns for the purpose of hiring a qualified person on a part-time basis during the interim in order to assist Interim Codes Official Calvin Beaumier. Selectman Stewart stated he would check with Lisbon Codes to provide some part-time help.

Selectman Blake stated he felt it could take as little as three months or as much as six months to successfully hire a new full time Codes Official. Vice Chairman Hall opined that the right job description could be ready for a vote, then posting, as soon as the next Selectmen's meeting.

During the discussion, Calvin Beaumier stated that the Codes Official position and Town Planner usually are two separate jobs, the Codes position being a liaison with a Town Planning position. A lengthy discussion followed.

Calvin Beaumier advised that there is one subdivision application that will be heard at the March 1st 2017 Planning Board meeting and there is another subdivision application in process. He also stated he has made several inspections since February 9th 2017. He also stated two Appeals are pending.

Vice Chairman Hall Moves to Appoint Road Commissioner Calvin Beaumier as Interim Codes Official. Selectmen Stewart Second. Motion Carried 4-0.

d. Budget Discussion/Act on Warrant Articles Completed -

Article #1 – the Moderator will be Joshua Klein-Golden

Article #4 – Selectman Blake Moves the Selectmen recommend Pine Tree Waste. Vice Chairman Hall Second. Selectman Blake would like the Article to include the prices from both Pine Tree Waste and Tice Waste Management. Chairman Wakeman asked the AA/TA to check with MMA to determine whether this should be two separate Articles. Motion Carried 3-1 with Selectman Stewart opposing.

Article #5 – The Selectmen and Budget Committee agreed and voted previously on this Article.

Article #6 – Selectman Blake Moves to recommend \$30,000 for Town Office renovations along with the Budget Committee. Vice Chairman Hall Second. Motion Carried 4-0.

Article #7 – The Selectmen and Budget Committee agreed and voted previously on this Article.

Article #8 – Chairman Wakeman pointed out the correct amount is \$12,573.34, which corrects a typographical error and that both the Selectmen and Budget Committee agreed and voted previously.

Article #9, Article #10, Article #11 – The Selectmen and Budget Committee agreed and voted previously on these Articles.

Article #12 – The Selectmen and Budget Committee agreed to the amount of \$3,000.00, but have separate recommendations for one allocation. The Selectmen recommend \$500.00 for Androscoggin Hospice and the Budget Committee recommends \$500.00 for Tri-County Mental Health. Selectman Blake stated the Townspeople will vote on which allocation they prefer.

Article #13 – The Selectmen and Budget Committee agreed and voted previously on this Article. Chairman Wakeman pointed out a typographical error. Eureka rentals should be \$540.00 not \$504.00.

Article #14, Article #15, Article #16 – The Selectmen and Budget Committee agreed and voted previously on these Articles.

Article #17 – Selectmen has not yet made a recommendation. **Selectman Blake Moves** to go forward as presented. Chairman Wakeman Second. Motion Carried 2-2 with Vice Chairman Hall and Selectman Stewart opposing Motion **Fails. The Selectmen make no recommendation.** The Budget Committee previously voted in the affirmative as presented.

Chairman Wakeman stated there should be another Article between Article #17 and Article #18.

*****To see what sum of money the Town will vote to raise and/or appropriate for additional EMS/Fire coverage for Fire Station Coverage. ** See handout detailing Option #1, Option #2 or Option #3.** A discussion regarding the best ways of getting the information to the residents followed. There will be a Public Hearing held on this Article which will include a handout outlining the options along with a PowerPoint presentation at the Public Hearing as well as the 2017 Annual Town Meeting.

The discussion continued as to whether the Selectmen could vote now to make no recommendation and make a recommendation on the 2017 Town Hall Floor based on information presented at the Public Hearing.

Chairman Wakeman stated since there are no Motions tonight, the Selectmen will make no recommendation. AA/TA Glaeser will re-number the Articles after all changes are made.

Article #18 – **Vice Chairman Hall Moves** to change their recommendation to \$2,000.00 in agreement with the Budget Committee. Selectman Blake Second. Motion Carried 3-1, with Chairman Wakeman Opposing. A discussion followed regarding the amounts spent since 2009, some of which were higher than the \$2,000.00 requested. Any additional monies needed comes out of undesignated funds.

Chairman Wakeman inserts the following Article: To see what sum of money the Town will vote to raise and/or appropriate for the Grant Match Fund. The Selectmen discussed this previously and agreed to recommend \$10,000.00.

Chairman Wakeman stated that the Budget Committee will entertain this Article when they meet on Monday, February 27th 2017.

Article #19, Article #20 - The Selectmen and Budget Committee agreed and voted previously on these Articles.

Article #21 – Still needs to be presented to the Budget Committee for a vote.

Article #22 – The Selectmen and Budget Committee have not voted upon previously.

Selectman Blake Moves to remove the amount allocated for the curtains which would change the recommendation to \$37,350.00. Selectman Stewart Second. Motion Carried 4-0. This article will be presented to the Budget Committee at their meeting on February 27th 2017.

Article #23 – **Selectman Blake Moves** to raise \$100,000.00 for the Public Works Capital Reserve Fund. Vice Chairman Hall Second. Motion Carried 4-0.

Article #24, Article #25, Article #26 – Selectmen made recommendations previously. These Articles will be re-presented to the Budget Committee at the next meeting.

Article #27 – The Selectman recommend \$200,753.00. The Budget Committee needs to make a recommendation at the next meeting. Half of the amount is to pay the current contract with Pine Tree Waste and the second half is the amount needed should the Town vote to retain Pine Tree Waste. It was the consensus of the Selectmen to move this Article to the beginning of the Warrant Articles which addresses the new solid waste contract. The Selectmen agreed that should the Town vote to go with Tice, then alternative figures will be ready to present at the 2017 Annual Town Meeting.

Article #28 – The Selectmen and Budget Committee previously agreed and voted on this Article.

Article #29 and Article #30 – are new articles that the Town Meeting Manual suggests be voted upon. After discussion, AA/TA Glaeser will send the Board members a copy of the applicable page from the Manual so the Board can further discuss this at a Special Selectmen's meeting on February 27th 2017 after the Budget Committee meeting.

Article #31 through Article #41 – Are housekeeping Articles.

Department/Committees:

a. 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 21st 2017, hereinafter referred to as Attachment #1, is attached hereto and incorporated herein and made a part of these Minutes.

The Board next discussed the amount of the Levy Limit assessed in Article #31. AA/TA Glaeser explained how the Levy Limit amount is calculated. The Board reviewed the calculations for 2015, which is what the current levy amount is calculated upon.

c. Road Commissioner Calvin Beaumier – presented and reviewed his one page report. The Road Commissioner's one page report dated February 21st 2017, hereinafter referred to as Attachment #2, is attached hereto and incorporated herein and made a part of these Minutes.

Road Commissioner Beaumier stated the price for the curtains came in at \$13,500.00, and at that cost, he cannot recommend the purchase. He did state he would like an engineer to sign off on not having curtains.

d. Town Administrator Ruth Glaeser – no written report.

Selectmen's Comments: Chairman Wakeman announced the following:

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

The Budget Committee will hold a meeting on Monday, February 27th 2017 at 6:30 p.m.

There will be a Special Selectmen's meeting on Monday, February 27th 2017 immediately following the Budget Committee meeting.

Executive Session:

Chairman Wakeman Moves the Board into Executive Session Pursuant to Title #1, M.R.S.A., 405(6) (A) – Personnel – Personnel Matters preceded by a brief recess.

Chairman Wakeman Announced the Board came out of Executive Session at 8:54 p.m.

ACTION TAKEN: None.

Adjournment: **Selectman Stewart Moves** to Adjourn at 8:54 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 February 21st 2017, one page.

Attachment #2: Road Commissioner Calvin Beaumier's Durham Public Works Department Head Report dated February 21st 2017, one page.