

**Town of Durham  
Board of Selectmen  
Regular Meeting Minutes  
March 7<sup>th</sup> 2017**

**Call to Order:** Chairman Wakeman Called the Joint Meeting of the Pownal and Durham Selectmen to Order at 5:30 p.m.

**Agenda:**

**I. Discussion of Pownal/Durham Road Commissioner Agreement:**

**II. Chairman Wakeman Moves** the Joint Boards into Executive Session pursuant to Title #1, M.R.S.A., ss. 405 (6)(A) – Personnel – Personnel Matters:

**Chairman Wakeman Announced** the Joint Boards came out of Executive Session.

**ACTION TAKEN:**

**Call to Order:** Selectman Wakeman called the Durham Board of Selectmen meeting to back 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.

**Amendments to Agenda:** Selectman Blake would like to add an Executive Session for Personnel matters before adjourning.

**Residents Present/Public Comments:** Gene Villacci is back to request a No Action Letter for non-conforming property located at 257 Pinkham Brook Road, for which he has title insurance. He stated he went before the Board of Appeals on February 28<sup>th</sup> 2017 for a variance on a side lot line for a home that was built in 1972, with the Deed recorded in 1973, six months after the 1973 Ordinance was adopted. During the Appeal, it was discovered that two additional criteria do not meet the Ordinance adopted in 1973. Consequently he amended the request for a Variance to include the two other non-conforming issues at that Appeal.

Vice Chairman Gary Wood suggested that Mr. Villacci's attorney contact the Town Attorney for the purpose of crafting a Consent Agreement.

Chairman Wakeman stated that the changes appear to have gone into effect after the Ordinance was adopted in 1973, so it cannot be grandfathered. Chairman Wakeman would like to see what Appeals Board Vice Chairman Gary Wood is proposing.

Interim Codes Official Beaumier stated that his understanding is that the Town file a lawsuit against Mr. Villacci to be answered by his attorney requesting the Town consent, which would form a legal agreement creating a legal settlement that would need to be recorded in the Androscoggin County of Deeds.

Mr. Villacci represented that Appeals Board Vice Chairman would communicate to the Selectmen the steps required to pursue this course of action.

**Public Comments:** None.

**Consent Agenda:**

- a. Approve Treasurer's Payable Warrant
- b. Approval of Selectmen's Meeting Minutes – February 21<sup>st</sup> 2017
- c. Approval Selectmen's Meeting Minutes – February 28<sup>th</sup> 2017
- d. Correspondence
- e. BYOB Permit for Joshua Klein Golden – for an event at the Eureka Community Center to be held on March 25<sup>th</sup> 2017.

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

**Action and Discussion Items:**

**a. Comprehensive Planning Committee** - Kevin Nadeau personally appeared before the Board to discuss the proposed contract for a scope of work between GPCOG and Durham for the purpose of discussing a two year contract to establish a viable draft Comprehensive Plan. He stated that Durham does not have the in-house skill set to move forward. He stated the only change was to change the date to commence April 3<sup>rd</sup> 2017 after the Town meeting

He stated that the Comprehensive Planning Committee plan to begin working with GPCOG at its April, 2017 meeting. The plan is to have a Comprehensive Plan ready for the Town to vote on at the April, 2017 Town meeting.

Vice Chairman Hall stated the Board cannot enter into any contract until the funds are approved at the April, 2017 Annual Town Meeting. A brief discussion followed.

**Vice Chairman Hall Moves** to Accept the Professional Service Contract between GPCOG and the Town of Durham contingent on the Approval of necessary funds at the 2017 Annual Town meeting. Selectman Blake Second. Motion Carried 4-0.

A discussion followed regarding “deliverables” schedule, which Mr. Nadeau represented the Committee plan to send to the State as each section is completed.

**b. Discuss Open CEO Position** – Selectman Stewart stated the Bowdoin Codes Official has offered to fill in, although he is not MUBEC certified. He stated there are a number of inspections he is qualified to do as well as issue permitting in the interim. Selectman Stewart continued that the plan would be for the temporary Codes Official would hold hours one evening a week in Durham.

AA/TA Glaeser also reached to Dennis of Lisbon who is currently being shared with Sabattus. AA/TA stated that Lisbon's Town Manager agreed to have Durham's residents go to Lisbon to complete paperwork. Durham would pay an hourly wage. It was the general consensus of the Board that residents should not have to go to Lisbon, but rather remain coming to Durham for their needs. Calvin Beaumier stated that in Dixfield, the applications were given out by the office, then he would review each and make contact with the applicants.

Chairman Wakeman requested the AA/TA talk to Bowdoin's Codes Official, Ryan Leighton, in order to work out details, including wage he requests and report back. Calvin Beaumier will continue to act as Interim Codes Official as well as continue working as Road Commissioner.

**c. Discuss Open ACO Position** – AA/TA Glaeser stated that Patrick Johnson telephoned her to tender his resignation. She has reached out to John Rankins from Pownal who has agreed to cover Durham until a new ACO is hired. He represented to her that he may or may not apply for the position.

**Chairman Wakeman Moves** to have AA/TA Glaeser post this job position in the usual manner as soon as possible. Selectman Blake Second. Motion Carried 4-0.

#### **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 March 7<sup>th</sup> 2017, hereinafter referred to as Attachment #1, is attached hereto and incorporated herein and made a part of these Minutes.

**Selectman Stewart Moves** to Allow the Fire and Rescue Explorer's post to ask the RSU#5 Board for permission to provide food concessions at the 2017 Annual Town Meeting. Selectman Blake Second. Motion Carried 4-0.

Selectman Stewart requested that Chief St. Michel display Engine #22 in front of RSU#5 during the 2017 Annual Town meeting.

**c. Road Commissioner Calvin Beaumier** – presented and reviewed his one page report. The Road Commissioner's one page report dated March 7<sup>th</sup> 2017, hereinafter referred to as Attachment #2, is attached hereto and incorporated herein and made a part of these Minutes.

The Road Commissioner stated he will be touring several roads in other towns with Shawn Bennett from All States to see how All States' work is holding up. Road Commissioner Beaumier stated that Crooker will hold the same basic price with the escalator. He intends to seek pricing from other vendors as well.

Next discussed was training to be held two days in April then three days in May. It was the consensus of the Board to have both the Road Commissioner and Ron Dube attend these training sessions are quite intense which are held once per year. Staffing strategies were also discussed taking into account Bulky Waste Day coverage.

The Road Commissioner asked whether the Board would approve allowing alternate time off or paying four hours for attending the Memorial Day Parade. Chairman Wakeman stated that the Office staff would need to be included as well. It was the consensus of the Board to pay all attendees for four hours.

**d. Town Administrator Ruth Glaeser – no written report.** AA/TA Glaeser stated the Town has received requests for information for the 2020 Census. She stated that certain information is sought from the Codes Official's records.

AA/TA Glaeser also passed out a mock-up of the proposed Annual Report which has already gone to the printers.

AA/TA Glaeser has reserved the Eureka Community Center for Thursday, March 16<sup>th</sup> 2017 for a Town Meeting informational night during which Chief St. Michel to present information pertaining to proposed staffing options, solid waste contract bids, and any other relevant questions residents may have. The proposed session is slated to begin at 7:00 p.m.

AA/TA Glaeser will place on Town Channel, Website as well as on the Town board used for elections to be placed at the Eureka Community Center.

**Selectmen's Comments:** Chairman Wakeman announced the following:

Regular Selectmen's Meetings will be held on Tuesday, March 21<sup>st</sup> 2017 and Tuesday, April 4<sup>th</sup> 2017 at the Town Office beginning at 6:30 p.m.

Absentee ballots for the March 31<sup>st</sup> 2017 election are available at the Town Office.

The 2017 Annual Town Election will be held at the Durham Community School on Friday, March 31<sup>st</sup> 2017 from 8:00 a.m. to 8:00 p.m.

The Annual 2017 Town Meeting will be held at the Durham Community School on Saturday, April 1st 2017 beginning at 9:00 p.m.

On March 8<sup>th</sup> 2017 here is a meeting to present the RSU#5 budget for the 2017-2018 school year at Freeport High School.

There will be a public information session on Thursday, March 16<sup>th</sup> 2017 at the Eureka Community Center to discuss Town Meeting issues beginning at 7:00 p.m.

**Executive Session:** **Chairman Wakeman Moves** the Board into Executive Session pursuant to Title #1, M.R.S.A., ss. 405(6)(A) – Personnel – Personnel Matters preceded by a brief recess at 7:25 p.m. Selectman Blake Second. Motion Carried 4-0.

**Chairman Wakeman Announced** the Board came out of Executive Session at 8:25 p.m.

**ACTION TAKEN:** None.

**Adjournment:** **Selectman Blake Moves** to Adjourn at 8:26 p.m. Selectman Stewart Second. Motion Carried 4-0.

Respectfully submitted,

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Jill S. Toher,  
Meetings Secretary

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

Attachment #2: Road Commissioner Beaumier's Durham Public Works Department Head Report dated March 7<sup>th</sup> 2017, one page.