

**Town of Durham
Board of Selectmen
Regular Meeting Minutes
July 11th 2017**

Call to Order: Chairman Nadeau called the meeting to Order at 6:30 p.m.

Members Present: Chairman Kevin Nadeau, Vice Chairman Mark Blake, Selectman Richard George, Selectman Rob Pontau, Selectman Todd Beaulieu.

Quorum: Chairman Nadeau announced a Quorum had been met with five (5) members present.

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

Public Present: Jeanne Costigan, Jeff Gervais, Anne Torregrossa, Mindy Woerter, Mike Bergeron, Barry Baldwin.

Amendments to Agenda: Chairman Nadeau adds two Executive Sessions at end of regular meeting.

Public Comments: Barry Baldwin personally addressed the Board regarding his subdivision application which was first heard by the Planning Board five months ago. He reviewed the chronology to date.

Mr. Baldwin stated there appears to be an issue with the right-of-way to his Mineral Springs subdivision. He contends the issue was decided back in August 2012, by his attorney and retired Town Attorney Webber. He stated that the current Planning Board is challenging the competency of Attorney Webber to make the decision that the proposed Mineral Springs Road is a road frontage road as it intersects with Granite Hill Farm Road. He added that the Planning Board wants to hire a lawyer who specializes in land use, and in particular, this type of issue.

Vice Chairwoman Torregrossa stated the decision is not quite as cut and dried as Mr. Baldwin states. Additional work is still needed on Granite Hill Farm Road, a Road Maintenance Agreement is needed for the Granite Hill Farm Road as well as the subdivision road. She added rights for access or maybe an easement from abutters may also be necessary.

Mr. Baldwin wants the current Town Attorney and his attorney to review and if they can't make a decision, than the Town Attorney could direct further.

Planning Board Vice Chairwoman Torregrossa will be communicating with Town Attorney John Conway of Linnell, Choate and Webber detailing the Planning Board's concerns.

Public Comments, continued: Michael Bergeron of 93 Cedar Pond Road stated there are culvert problems as the culvert across his drive is small, 3 ft. diameter, and does not take care of the water run off across his driveway. He added that other resident's culverts also back up as well. Mr. Bergeron contends culverts with increased capacity to handle water and set deeper into the ground should be installed, plus add additional culverts across the road. He added that he has no sump pumps in the house.

Road Commissioner Beaumier opined that the Town should not be responsible for private property culvert problems. The Fire Department has been dispatched to pump out the culverts on several occasions. The Road Commissioner suggested that the grades be shot. Selectman George offered to help Mr. Bergeron on a personal basis and not representing the Selectmen. He added that closing the walk-out and sealing plus changing the grade of the soil to fall away from the house may help.

Public Comments, continued: Jeff Gervais is concerned with the increasing number of motor vehicle accidents where Runaround Pond Road crosses Route #9 and continues on Rabbit Road due to excessive speed, driver inattention and excessive brush. He added that bushes along Route #136 also obstruct vision.

Road Commissioner Beaumier stated he telephoned Scott LaChance from MDOT requesting he cut the "bamboo" bushes back. Selectman Pontau suggested that Road Commissioner Beaumier also contact Pete Coughlin at MDOT as well.

The Road Commissioner stated that the "Stop Ahead" warnings will be re-painted as soon as the finish coat is installed. It was suggested that warning lights be installed and the Road Commissioner stated that Selectmen can Petition the State for warning lights, with the Town bearing the cost of electricity.

Consent Agenda:

- a. Approve Treasurer's Payable Warrant
- b. Approval of Selectmen's Meeting Minutes – July 6th 2017
- c. Approval of Special Selectmen's Meeting Minutes – June 27th 2017 (Amended)
- d. Correspondence –
 1. Proclamation – State of Maine – Support Childhood Cancer Awareness
(Proclamation read aloud & voted upon)
 2. Michael Bergeron letter – dealt with during Public Comment Section
 3. Jeff Gervais letter – dealt with during Public Comment Section
 4. Citizen cost comparison letter re: DPW do prep work vs. sub out. Have AA/TA respond with figures.

Selectman George Moves to Approve the Consent Agenda as Amended. Selectman Beaulieu Second. Motion Carried 5-0.

Action and Discussion Items: None.

Department/Committees:

a. Fire Chief/EMA Director William St. Michel – presented and reviewed his two page Fire Chief/EMA Director's Fire and Rescue Selectmen's Report dated July 11th 2017. The Fire Chief/EMA Director's two page report, hereinafter referred to as Attachment #1, is attached hereto and incorporated herein and made a part of these Minutes.

Chief St. Michel stated there have been numerous accidents along the Runaround Pond Road, Rabbit Road, Quaker Meetinghouse Road corridor, noting that speed and inattention are among the problems.

The Fire Chief advised the following: he interviewed two new potential members; the per diem schedule is working well; and, morale is up.

Briefly discussed was NIMS training for the Selectmen. The chosen date is August 15th 2017, at the Town Office beginning at 6:30 p.m. He will confirm Joanne Potvin's availability and will confirm with Selectmen.

Chief St. Michel stated he is applying for a 2017 Homeland Security Grant to purchase twelve Motorola radios, with a total cost of \$4,256.12 which needs to be countersigned by the Chairman of the Board of Selectmen. A brief discussion followed.

Selectman Pontau Moves to have Chairman Nadeau to sign the request letter in support of the Grant. Selectman Beaulieu Second. Motion Carried 5-0.

b. AA/TA Ruth Glaeser – none, excused. Tax/Treas. Pam Cloutier is filling in.

Pam Cloutier stated she received a letter from Mr. Tyson at Rite Aid, Lisbon Falls, offering a free flu clinic that would take place in Durham for Town employees.

Following a brief discussion, is was the general consensus of the Board that there are not enough Town employees to accept taking advantage of Rite Aid's offer. Chairman Nadeau directed Ms. Cloutier to reply.

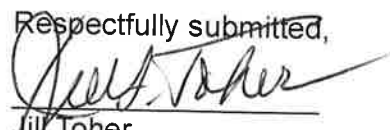
Selectmen's Comments: Vice Chairman Blake announced the following:

Regular Selectmen's meetings will be held on Tuesday, July 25th 2017 and Tuesday, August 8th 2017 at the Town Office beginning at 6:30 p.m.

There will be a Special Town Meeting to vote on appropriation \$100,000.00 for Auburn Pownal Road culverts from the DPW Capital Improvement Account in conjunction with receiving two Grants, held at the Eureka Community Center on Monday, July 17th 2017 beginning at 7:00 p.m.

Executive Session #1: **Chairman Nadeau Moves** the Board into Executive Session pursuant to Title #1, M.R.S.A. ss. 405(6)(A) – Personnel – Codes Official 7:50 p.m., preceded by a brief recess.

Respectfully submitted,



Jill Toher
Meetings Secretary

Chairman Nadeau Announced the Board came out of Executive Session at 7:57 p.m.

ACTION TAKEN: **Chairman Nadeau Moves** to have Town administrator schedule candidate interview. Vice Chairman Blake Second. Motion Carried 5-0.

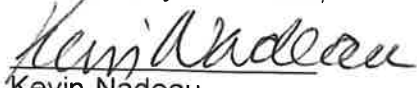
Executive Session #2: **Chairman Nadeau Moves** the Board into Executive Session pursuant to Title #1, M.R.S.A., ss. 405(6)(A) – Personnel – Public Information Technician at 7:58 p.m.

Chairman Nadeau Announced the Board came out of Executive Session 8:00 p.m.

ACTION TAKEN: **Chairman Nadeau Moves** to have Town Administrator schedule candidate interview. Vice Chairman Blake Second. Motion Carried 5-0.

Adjournment: **Vice Chairman Blake Moves** to Adjourn at 8:01 p.m. Selectman Pontau Second. Motion Carried 5-0.

Respectfully submitted,



Kevin Nadeau
Chairman

Attachment #1: Fire Chief/EMA Director William St. Michel's Fire and Rescue Selectmen's Report dated July 11th 2017, 2 pages.

Fire & Rescue

Selectmen's Report 7/11/17

1. The Apparatus Committee will meet Monday, July 17th at 1900 and we will have Karlton Jones from Autotronics present to discuss options and requirements on Rescue Vehicles.. On Monday, July 24th at 1900 we will meet again with Ray Smith from Minuteman to discuss options, requirements and consolidation possibilities for Fire Apparatus. The Selectmen are definitely welcome to attend.
2. The stipend coverage and the per diem staffing are progressing nicely. We still struggle with weekend coverage. However the internal list for per diem coverage is at eleven members. I expect that will stay the same or grow in the foreseeable future. We have interviewed two external applicants for the per diem staffing. One is a FF/Paramedic and the other an Intermediate. Their background checks and interviews are completed; they and one department applicant are scheduled for orientation tomorrow starting at 0900. Once we have everything done we will have them coupled with a partner for their first couple of shifts then start scheduling them solo. Once these two are ready we should have a couple more internal people ready. By September I am in hopes we can start transitioning to Per Diem coverage on the weekends. My hopes that we will pick up a few more externally, by word of mouth between now and then which should solidify the coverage.
3. Seven members have completed a Basic Pumps Class. An Aerial Operators Class for up to 12 members is scheduled to start in August. I am in hopes that before the end of the year we will have an Advanced Fire Officer Class scheduled.
4. As a community we are required to be NIMS Compliant, to receive any Federal Funds a general question is are you NIMS Compliant. NIMS Compliance requires adoption of NIMS by the jurisdiction through Proclamation, Resolve, Ordinance, or other means of local government recognition. I would need to double check but I think ours is an Ordinance. It requires development and adoption of an Emergency Operations Plan (EOP) for the jurisdiction that meets NIMS criteria, which we have; County EMA maintains it, we give input and there should be a copy here. It also requires training of personnel to the appropriate levels of Incident Command System (ICS) training as outlined in the NIMS-ICS Minimum Training Requirements for Maine, which I previously provided. Finally it requires ensuring the inventory and typing of emergency response equipment to national standards (to include Public Works assets); County EMA does this and regularly updates it. Joanne Potvin from Androscoggin County EMA has offered to come down and conduct the NIMS 402 Class for the Board in an attempt to maintain continuity with the presentation. Ruth may have discussed a schedule with you at your last meeting but whether she did or not the dates Joanne offered were Tuesday August 1st or Tuesday August 15th. Will one of these dates work?
5. The Warden's Report Website is back up and running, thanks to our Legislators who made things happen.

6. Four of the six apparatus were due for inspection stickers in June, which is the trigger for fluid and filter changes in most cases as well. Those were done but Engine 21 needed a couple of repairs. We had rear brakes done and rear springs replaced
7. The New England Association of Fire Chiefs Conference went very well; Curtis and I got quite a bit out of it.
8. The Department Monthly Meeting is this Thursday, July 13th at 1900. The Selectmen are definitely welcome to attend.