

**Town of Durham
Board of Selectmen
Regular Meeting Minutes
June 27th 2017**

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

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

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

Also Present: AA/TA Ruth Glaeser, Meetings Secretary Jill Toher, Road Commissioner Calvin Beaumier.

Public Present: None.

Public Comments: None.

Amendments to Agenda: .Election of Chairman and Vice Chairman

Selectman George nominates Kevin Nadeau for Chairman. Selectman Beaulieu Second. Motion Carried 4-0, with Kevin Nadeau Abstaining.

Selectman George nominates Mark Blake as Vice Chairman. Selectman Beaulieu Second. Motion Carried 4-0, with Mark Blake Abstaining.

Vice Chairman Blake adds an Executive Session, #10-A, for Codes.

Consent Agenda:

- a. Approve Treasurer's Payable Warrant
- b. Approval of Selectmen's Meeting Minutes – June 13th 2017
- c. Approval of Selectmen's Meeting Minutes – June 20th 2017
- d. Quit Claim Deed on Map #8, Lot #44
- e. Correspondence – None.

Vice Chairman Blake Moves to Approve the Consent Agenda as presented. Selectman Beaulieu Second. Motion Carried 4-0, with Selectman Pontau Abstaining..

Action and Discussion Items:

- a. **PIT Job Description** – AA/TA Glaeser distributed an updated draft job description for the PIT position for the Selectmen's review. A brief discussion followed.

Selectman Pontau Moves to Approve the PIT Job application as presented and directed AA/TA Glaeser to advertise in the usual manner. Selectman George Second. Motion Carried 5-0.

b. Runaround Pond Suggestions/Revival of Conservation Commission – AA/TA Glaeser reported that she and Selectman George attended the Celebration at Runaround Pond Park. She also reported that lots of drug paraphernalia was picked up while the park was made ready for the Celebration. A Google Map with the problem area was supplied to the Selectmen. It was suggested to place large rocks to keep cars away from the area that is being used by drug users. A brief discussion followed and it was suggested that some type of barrier, not necessarily boulders, be set in place by the DPW.

She stated that only one person remains on the Conservation Committee, which had in the past seven or eight members. She will do some research and report to the Board the end of July before advertising for more members in order to revitalize the Committee.

Road Commissioner Beaumier will check into the dam to determine who inspects it in order to keep it certified.

c. Commitment Information/Insert – AA/TA Glaeser stated she checked with MMA regarding an insert and was advised to hold off.

AA/TA Glaeser stated she checked with Androscoggin Bank and was advised that, if necessary, a TAN note will have an interest rate of 3.25%.

During a discussion Chairman Nadeau suggested asking the RSU#5 for a grace period for the next installment. A lengthy discussion regarding options followed.

It was the general consensus of the Board to hold a Special Meeting on Wednesday evening at 5:30 p.m., at the Town Hall to vote on the tax commitment.

d. Town Owned Buildings – AA/TA Glaeser stated there are two Town owned buildings; the Methodist Church and the Old Town Hall. She added the Historical Society is not a Town Committee.

The school located on the Bowie Hill Road is not Town owned and is on privately owned property. The old school is beyond repair.

AA/TA Glaeser will set up a meeting with Road Commissioner Beaumier and the Historical Society members to look at and discuss necessary repairs.

e. Preliminary Bond Information – AA/TA Glaeser gave a power-point presentation and explained the Financial Considerations handout in the Selectmen's packet.

f. Information Regarding Senior Property Tax Abatement – AA/TA Glaeser also provided a handout regarding Senior Property Tax Assistance Program. She stated that in order to adopt an Assistance Program must be done by Ordinance and voted upon at a Town Meeting.

She stated she checked with North Yarmouth and was advised they already have an Ordinance in place and the age to qualify is seventy years old.

Cumberland also has an Ordinance with a qualifying age of sixty-five years. It was decided that the Selectmen will discuss in more detail at a future meeting.

g. Orientation – AA/TA gave a power-point presentation and explained the chain of government. State Statutes are first, Town Ordinances are second and Town Policies are third. AA/TA powers are given by the Selectmen via policy and/or election.

She discussed the Selectmen's Powers including the liability of acting out of scope. She stated the Codes of Ethics are related to the Maine Tort Claims Act which gives immunity except for negligence or deliberate acts.

Department/Committees:

a. Town Administrator Ruth Glaeser – no written report.

b. Road Commissioner Calvin Beaumier – presented and discussed his one page Durham Public Works Department Head Report dated June 27th 2017. The Road Commissioner's report, hereinafter referred to as Attachment #1, is attached hereto and incorporated herein and made a part of these Minutes.

In addition to information discussed in his report, the Road Commissioner stated that the bush needs to be trimmed at War Memorial Park and fill should be added to the back of that piece of property.

He stated that road signs along Route #9 need the bamboo hacked back so the signs are visible. He added that Japanese Hotweed, commonly known as Bamboo is an environmental invasive species. He will contact the MDOT as route #9 is a State road.

He also advised that he put fifty (50%) percent down on the Welcome to Durham sign.

Selectmen's Comments: Chairman Nadeau announced the following:

Regular Selectmen's meetings will be held on Tuesday, July 11th 2017 and Tuesday, 25th 2017 at the Town Office beginning at 6:30 p.m.

The Town Office will be closed on Tuesday, July 4th 2017 in observance of the July 4th 2017 Holiday..

Executive Session #1: **Chairman Nadeau Moves** the Board into Executive Session pursuant to Title #1, M.R.S.A. ss. 405(6)(A) – Personnel – Fire Chief at 8:30 p.m., preceded by a brief recess. Selectman George Second. Motion Carried 5-0.

Respectfully submitted,



Jill S. Toher
Meetings Secretary

Attachment #1: Road Commissioner Beaumier's Durham Public Works Department Head Report dated June 27th 2017, one page.

Durham Public Works Department Head Report 6-27-2017

- Dave is back from knee surgery today. Our hope is to be back to a full crew after this week.
- Paving is scheduled for July 10-12th. We are under the gun to get all the ditching done. We are behind schedule due to absences for vacations and surgery.
- I have an equipment operator that started today to fill in for a couple of weeks to help get ditching caught up.
- Trees along Stackpole Road were removed by Barry Baldwin.
- Bulky waste day was another great success this year.
- Crew will be moving back to Runaround Pond Road after Cedar Pond and Stackpole to complete ditching so Crooker can place surface mix pavement.
- Engineer has completed on site survey portion of the Auburn Pownal Road culvert crossings ~~to~~. We are scheduled to meet with engineer to dig test pits for bridge foundation design on July 5th. The multi plate structure costs came back nearly 20K less than budgeted so that will be a 40 K savings between the two crossings.
- I paid the sign company a deposit on the Welcome To Durham sign and hope to have it back by mid July.
- We still need the Gazebo painted.