

**Town of Durham
Board of Selectmen
Regular Meeting Minutes
November 28, 2017**

Call to Order: Chairman Nadeau called the meeting to Order at 6:00 p.m.

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

Quorum: Quorum met with five (5) members present.

Also Present: AA/TA Ruth Glaeser, Assistant PIT Alden Allen, Fire Chief/EMA Director William St. Michel.

Public Present: Linda Litchfield, Candace Decspikes

Amendments to the Agenda: None

Public Comment: Chairman Nadeau mentioned that the LACO Giving Tree is now up at the in the Town Office for people to come get a tag and help a family in need in the community. Gifts are due in by December 12, 2017

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. Approval of November 14, 2017 selectman meeting minutes
- c. Correspondence
 - i. Letter regarding Allen Appeal

Selectman Blake Moves to Accept the Consent Agenda as Presented. Selectman Beaulieu Seconds. Motion Passes 5-0.

6. Action & Discussion Items:

a. Historical Society: Linda Litchfield and Candace Decspikes presented about repairs needed at the Union Church. Want approval to do some restoration repairs with money they have set aside, asking Board to approve. Board discussed utilizing Chris Closs from the Maine Conservation Society as guide/project manager for repairs going forward.

Selectman Pontau Motions to Approve the Purchase of the Barrier (\$150) and the tree work (\$400). Selectman George Seconds. Motion Passes 5-0.

b. Discussion of Schedule for Select Board Meetings/Budget: Board discussed and agreed to meet at 4:30 on December 12th due to the Christmas Concert at the school. Plan to be a regular meeting with just a light agenda. Moving Budget Committee meeting about Budget with the Select Board to January. And Tuesday the 26th meeting moved to Thursday Dec 28th due to

Town Office Christmas closure. Discussed doing meetings for 2018, after the 1st of the year, starting on January 9, 2018; make meetings the 2nd and 4th Tuesday of the month.

Selectman Pontau Motions Accept Meeting Schedule as Proposed. Selectman George Seconds. Motion Passes 5-0.

c. Durham Leisure Campground Quitclaim Deed

Selectman Blake Motions to release the claim. Selectman Nadeau Seconds. Motion Passes 5-0.

d. Committee for Fire Chief Search: Chief presented selections for the Committee: Keith Russell and Kenny Scribner. Chief would be on Committee too. Selectman George and Selectman Beaulieu will also be on the Committee. Chief reaching out to Greg Payson, Chief at North Yarmouth, to be on the Committee as well. Discussed that one of the Selectman should Chair the Committee. Ruth will get together binders of Applicants for all members to have.

e. RFP for Contract Planner Services

Selectman Nadeau Motions to start the process for Contract Planner Services RFP. Selectman Blake Seconds. Motion Passes 5-0.

f. Capital Improvement Plan next steps. Discussed coming up with a longer-range vision for all. Want to create a policy to bring to Town Meeting in April. Selectman Pontau is going to create a template for all.

g. Planning Board Vacancies: Ruth presented that Chair of the Planning Board, Mindy Woerter, has resigned. Vice Chair, Anne Torregrossa will sit as Interim Chair. Leaves four members on the Planning Board. Need to advertise out for new members, need one (1) regular member, and two (2) alternates. Tammy will advertise through website and social media.

Departments/Committees:

a. Road Commissioner – Not Present. Selectman Nadeau asked Ruth to have Calvin come up with a priority list/2-5 year plan of road maintenance, repairs and rebuilds with cost estimates for the bond for next time he presents to the Board

b. Town Administrator:

- Ruth presented Oaths for Bob Forrest – E911 and Licensed Plumbing Inspector.

Selectman Pontau Moves that Robert Forrest be appointed to the Oath of Office for E911 and Licensed Plumbing Inspector. Selectman Blake Seconds. Motion Passes 5-0.

- 3 new foreclosures have been done: 2 land, and one property
- Discussed Staff evaluations, what they Board will do, and what the Supervisors do. Board will be doing Calvin and Ruth's Evals.
- Office Restorations. Ruth presented about getting new chairs for meeting room.

Selectman Blake Moves to purchase no new chairs. No Seconds. Motion Fails.

Selectman Pontau Moves to purchase chairs in meeting room to replace the cloth chairs, but to keep the plastic ones. Selectman Beaulieu Seconds. Motion Passes 4-1.

Selectmen's Comments:

Chairman Nadeau Announced the following: next Board meeting will be an earlier meeting, starting at 4:30 p.m. on Tuesday, December 12, 2017. Next Regular Selectmen Meeting will be held Thursday, December 28 at 6:30 p.m.

Executive Session-Pursuant to 1 M.R.S.A. 405(6)(A)-Personnel – deleted

Selectman Blake Moves to adjourn. Selectman George Seconds. Motion Passes 5-0.

Respectfully Submitted,

Tammy Quimby
Public Information Technician