

**Town of Durham  
Board of Selectmen  
Regular Meeting Minutes  
December 28, 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 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, PIT Tammy Quimby

**Public Present:**

**Amendments to the Agenda:** Action b. Rich giving update on status of Fire Chief Search, c. Thank You Letters, d. RFP Planning; 9. Will be Executive Session for Personnel.

**Public Comment:** None

**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:** Chairman Nadeau fix to minutes, call to order 4:30, not 6 pm
- c. **Correspondence**
  - i. **Letter regarding Allen Appeal**

**Selectman Blake Motion to Accept Consent Agenda as Amended. Selectman Beaulieu Seconds. Motion Carries 5-0.**

**6. Action & Discussion Items:**

a. **Schedule of Meetings regarding the Annual Budget Process:** Discussed what days for Ruth, Chief and Calvin to be ready to present budget. Decided that the Road Commissioner will try to go on Jan 9<sup>th</sup> if he can't he will go on the 16<sup>th</sup>, Fire will go on the 16<sup>th</sup>, and Admin will potentially go on the 23<sup>rd</sup>. Will try to make that work. May add in a meeting on the 30<sup>th</sup>.

b. **Fire Chief Search Update:** Rich indicated there were 18 applicants. The Committee is doing first round interviews, then presenting remaining applicants to the Select Board.

c. **Thank you notes from Charitable Organizations to which Durham made donations.**

d. **RFP for Planning Services:** Chairman Nadeau presented Draft, agreed to send to MMA, Maine Association of Planners, Town Managers and Directors lists, and look for any Planning Companies, as well as, regular advertising.

**Chairman Nadeau Moves to have Ruth to send out the RFP. Selectman Blake Seconds. Motion Carries 5-0.**

**Departments/Committees:**

- a. **Fire Chief:** Chief passed out his report (see attached). Discussed trucks and Town Meeting, getting a Warrant ready based on the Committees Selection of Apparatus.
- b. **Administrator:** Ruth reported painting and floor carpeting done. Only open until noon on the Dec 29<sup>th</sup> to close the book. Presented CMP Letter for the Selectman to approve to send out.

**Selectman Beaulieu Motions to Send the Letter to CMP. Selectman Pontau Seconds. Motion Carries 4-1.**

- c. **Calvin sent a spreadsheet with his initial work on a road plan.** All agreed to have him make more general for initial plan. Does not need to be so detailed at this point.

Chairman Nadeau communicates they have an applicant for the Planning Board, Bonnie Cobb, will forward her application to Ruth and Tammy to process.

**Selectman Pontau Moves to Appoint Bonnie Cobb as an Active Member of the Planning Board. Selectman George Seconds. Motion Carries 5-0.**

**Selectmen's Comments:**

Chairman Nadeau Announced the following: Next Regular Selectmen Meeting will be held Tuesday, January 9, 2018 at 6:30 p.m., and Tuesday, January 23, 2018 at 6:30 p.m.

**Chairman Nadeau Motions to go into Executive Session-Pursuant to 1 M.R.S.A. 405(6)(A)-Personnel. Selectman George Seconds. Motion Carries 5-0.**

Respectfully Submitted,



Tammy Quimby  
Public Information Technician

**Selectman George Motions to come out of Executive Session. Selectman Blake Seconds. Motion Carries 5-0.**

**No Action Taken**

**Selectman George Motions to Adjourn. Selectman Blake Seconds. Motion Carries 5-0**

Respectfully Submitted,



Kevin Nadeau  
Chairman, Board of Selectmen