

**Town of Durham  
Board of Selectmen  
Regular Meeting Minutes  
July 10, 2018**

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

**Members Present:** Chairman Kevin Nadeau, Selectman Richard George, Selectman Todd Beaulieu, and Selectman Rob Pontau.

**Members Not Present:** Vice Chairman Mark Blake (excused)

**Quorum:** Quorum met with four (4) members present.

**Also Present:** AA/TA Ruth Glaeser, PIT Liaison Tammy Quimby, Road Commissioner Calvin Beaumier, Fire Chief Joseph Moore, Code Officer Bob Forrest, Mechanic Darryl Cook and Historical District Commission Chair Candace diCsipkes

**Public Present:** None

**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. Approve Minutes – removed
- c. Approve BYOB Permit
- d. Approve Cemetery Appointment
- e. Correspondence (none)

**Selectman Pontau Moves to Accept the Consent Agenda as Presented with the Minutes removed. Selectmen George Seconds. Motion Carries 4-0.**

**Action & Discussion Items:**

**Discussion of Dangerous Building at Map 007 Lot 016.**

Discussion of barn that exists on Map 007 Lot 016. The neighbors across the road have been storing items collected through their business in the barn and it had been suggested that the public had been allowed in the building to look at and purchase items. The barn is possibly a dangerous building and discussion revolved around what the Board could and couldn't do and whether the Minnihan's who are using the property can enter into negotiations regarding the building. The decision was made to send a letter to Mr. Marstaller via registered and regular US mail to apprise him of the dangerous building assessment. The immediate interest of the Town is to keep the public from being allowed or invited into the dangerous building. It was also agreed that the Minnihan's have no standing with regard to the property or barn without a written lease or consent

from the legal owner of the property, Mr. Marstaller. The Board may notice a public hearing and pursue a dangerous building judgement at a later date.

### **Historic District Commission Request to Accept Donations**

Candace disCipkes requested the Board allow the Conservation District Commission to collect donations and place those funds in a designated fund. The Commission would be required to come before the Board to request the disbursement of funds. Discussion regarding the purpose of the Commission and what is allowed through the ordinance. Kevin suggested it may be more the role of the Historic Society than the Commission. There was discussion of how broad the role of the Commission should be. Kevin voiced concern that because of their role with Certificate of Appropriateness approval. The possible appearance of conflict between approving application and accepting donations.

**Selectman Pontau moves to allow the Historic District Commission to collect donations and for the Town to create a designated general ledger account to track these funds. Seconded by Todd Beaulieu. Motion Carries 3-1 with Selectman Nadeau voting against.**

### **Discussion of Public Works Truck Repair Budget**

Road Commissioner Beaumier and Mechanic Darryl Cook came before the Board to discuss the ongoing repairs for the Public Works trucks. Discussion of sending trucks 3 and 5 out to have cabs welded. Darryl discussed what had been accomplished and anticipated funds required to complete the trucks in time for winter. Calvin discussed which line items were going to be used toward the overages in maintenance lines. Todd asked why money is not being taken out of the Public Works Capital Fund. Discussed that this was not a capital expense. Priorities need to be reevaluated as Public Works tries to work within their existing operating budget.

**Selectman Pontau moves that when Darryl is finished scavenging parts off of Truck 6 the Town disposes of the truck for scrap value and give Selectman Nadeau the authority to sign the back of the title. Seconded by Selectman George. Motion carries 4-0.**

**Road Commissioner report:** Calvin presented his report (see Attached). Discussion of change from steel to aluminum for Auburn Pownal Culverts. Discussion of public reaction to chip sealing and public outreach.

### **Boy Scout Eagle Project**

Rob Pontau presented an Eagle Scout project request for Nathan Abbott which includes work at Runaround Pond Park. The work may include a guard rail at rock overlook and some signs.

**Selectman Nadeau moves to approve Nathan's Eagle Scout project as presented by Rob Pontau and give Rob the authority to sign the Eagle Scout paperwork on the Board's behalf. Seconded by Selectman Beaulieu. Motion carries 4-0.**

### **Policy on Payroll Checks**

Ruth presented a policy to follow when employees lose their payroll checks. It was suggested that the Town move to a policy of direct deposit only. Discussion also focused on the possibility of contracting payroll out to a payroll provider and possibly changing the workweek. Ruth will look into payroll companies and have information available during the next budget cycle.

**Selectman Pontau moves to require direct deposit for all Town employees by the end of this calendar year. Selectman Beaulieu Seconds. Motion Carries 4-0.**

**Selectman George moves to adopt the Policy on Payroll checks until direct deposit is fully implemented. Seconded by Selectman Pontau. Motion Carries 4-0.**

### **Discussion of Workshop Meeting**

Dates for a goals workshop were discussed and July 24<sup>th</sup> at 6pm was put forth as a possible time for the workshop. Also discussed possible role of GPCOG in strategic planning and CIP. Ruth will contact Paul First to discuss the beginning process of a CIP by next meeting.

### **Departments/Committees:**

- a.
- b. **Fire Chief:** Chief Moore excused
- c. **Town Administrator:** No report.

**Selectmen's Comments:** Chairman Nadeau Announced the following: the Next Regular Selectmen Meetings will be held on: Tuesday, July 24, 2018, at 6:30 pm and Tuesday, August 14, 2018 at 6:30 pm

**Selectman Nadeau Moves the Board into Executive Session Pursuant to 1 MRSA § 405(6)(A) – Personnel. Selectman George Seconds. Motion Carries 4-0.**

Respectfully Submitted,

Ruth Glaeser  
Town Administrator

**Selectman Nadeau Moves the Board out of Executive Session. Selectman Pontau Seconds. Motion Carries 4-0.**

**No Action Taken.**

**Selectman Pontau Moves to Adjourn. Selectman George Seconds. Motion Carries 4-0.**

**Adjourn**

Respectfully Submitted,

Kevin Nadeau  
Chairman, Board of Selectman