

**Town of Durham
Board of Selectmen
Regular Meeting Minutes
August 14, 2018**

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

Members present: Kevin Nadeau, Chairman; Mark Blake, Vice Chairman; Todd Beaulieu, Selectman; and Rob Pontau, Selectman

Members Not Present: Richard George

Quorum: Quorum met with four (4) members present

Also present: AA/TA Ruth Glaeser, Road Commissioner Calvin Beaumier, Fire Chief Joseph Moore, Paul First, PIT/Meetings Secretary Kathy Dion

Public present: None

Pledge of Allegiance: Done

Public comment: None

Consent Agenda:

- a) Approve Treasurer's Payable Warrant
- b) Approve Minutes
- c) Correspondence

Chairman Nadeau Moves to Accept the Consent Agenda as presented with the Minutes removed. Selectmen Pontau Seconds. Motion carries 4-0.

Assessor's Section:

Chairman Nadeau Moves the Board into Assessor's Section. Selectmen Pontau Seconds. Motion carries 4-0.

a) Abatement for Map 7 Lot 6

b) Supplemental for Map 7 Lot 23E

Items **a)** and **b)** balance each other out in the amount of \$374.30.

The applicant relocated from one lot to the other and requested to move her Homestead Exemption from one lot to the other. Applicant is Joanne Simonelli, 24 Hemlock Drive.

Chairman Nadeau Moves to Approve both a) and b). Selectmen Pontau Seconds. Motion carries 4-0.

c) Abatement Account 724: Amount of \$340.81 for a mobile home that was moved off of the property before April 1.

Chairman Nadeau Moves to Approve, Selectmen Pontau Seconds. Motion carries 4-0.

d) Abatement for Map 7 Lot 97: Applicant requested a significant abatement because a third party assessor valued the property lower than the tax assessed value. The third party appraiser explained the methods used to appraise the value were not consistent between third party and Town. A lesser Abatement was requested due to the condition of the property being reclassified "below average" and correcting the actual age of the home, resulting in an Abatement of the value of \$13,400, which resulted in a Certificate of Abatement of \$263.98 for Jean Stimson.

Chairman Nadeau Moves to Approve. Selectmen Pontau Seconds. Motion carries 4-0.

Chairman Nadeau Moves the Board out of Assessor's Section. Selectmen Pontau Seconds. Motion carries 4-0.

Amendments to Agenda:

Chairman Nadeau requested to move Bob Forrest, Code Enforcement Officer, to this portion of the meeting because of his long work hours on this day.

Bob Forrest, Code Enforcement Officer:

Bob sought Board guidance on two issues:

375 Davis Road: The property is full of junk, including two roll-offs that are also full of junk and multiple unregistered vehicles. Bob has received about five (5) complaints and has contacted the residents, but nothing has been done. Residents are renters; the three property owners live out of state. Bob asked the Board if he should contact the Town Attorney to pursue the matter. Chairman Nadeau suggested sending a letter to the owners via Registered Mail after August 15 and see what happens.

Babcock property: Previously discussed issues regarding the road to property. Chairman Nadeau said the Town issues are: the road is not up to code and people are living there without an occupancy permit. The Board has already recommended that the Town Attorney handle this issue so they reiterated that decision. Chairman Nadeau told Bob that he is doing a great job with what he's been handed.

Action & Discussion Items:

CIP Process: Paul First presented to the Board an update on what he and Ruth have been working on regarding the Capital Improvement Process process and the proposed schedule. Paul recommended the Town create a CIP Adhoc Committee and develop a CIP Policy, which lays out how the process works so that when it goes to Town Meeting the residents will have an understanding of it. The Board decided they were going to approve the CIP. Discussion followed about the process. The goal is to have a CIP Policy ready before the 2019 Town Meeting.

Chairman Nadeau Moves to start the process of forming a CIP Adhoc Committee that will draft a CIP Policy. Selectmen Pontau Seconds. Motion carries 4-0.

Ruth will email the Budget Committee to ask for volunteers to serve on the CIP Committee, which will also include one member of the Board of Selectmen, and 1-2 citizens. Ruth and Paul will develop language for an announcement on the Town website calling for citizens to serve on the

CIP Committee. Board recommends the CIP Committee be formed by September 18, 2018.

Marijuana Straw Poll: Discussion on whether the Town should conduct a Straw Poll regarding allowing marijuana retail sales in Durham. Chairman Nadeau said there has only been one person who asked about this, so he questions whether the Town should spend the money and resources on doing this now; wait until April and write up an Ordinance to put on the Town Meeting Warrant; or wait until others submit a petition. The Board decided unanimously to revisit the issue in a couple of weeks, after Ruth gathers more information.

Departments/Committees:

a) Road Commissioner: Calvin Beaumier presented his report (see Attached).

Chairman Nadeau Moves to accept the resignation of Darryl Cook as Mechanic. Selectmen Pontau Seconds. Motion carries 4-0.

Chairman Nadeau Moves to advertise for the position of Mechanic. Selectmen Pontau Seconds. Motion carries 4-0.

b) Fire Chief: Chief Moore presented his report (see Attached).

Chairman Nadeau Moves to adopt and sign the County wide Hazard Mitigation Plan. Selectmen Pontau Seconds. Motion carries 4-0.

c) Town Administrator: Ruth presented her report (see Attached).

Selectmen's Comments:

Chairman Nadeau initiated a discussion with the Board surrounding an RSU 5 communication regarding the cost-sharing formula. The RSU is considering changing the cost-sharing formula and is giving participating towns an opportunity to give feedback. Chairman Nadeau will draft a response letter for the Board of Selectmen to review at their next Regular Meeting on August 28, 2018.

Chairman Nadeau also announced the following:

The next Regular Board of Selectmen meetings will be held on Tuesday, August 28, 2018, and Tuesday, September 11, at 6:30 p.m. at the Durham Town Office.

Selectmen Nadeau Moved to move into Executive Session at 8:57 p.m. Selectmen Pontau seconded. Motion carried 5-0.

Respectfully submitted,

Kathy Dion
Meetings Secretary

Selectmen Nadeau Moves the Select Board out of Executive Session at 8:57 p.m. Selectmen Pontau seconded. Motion carried 5-0.

No Action Taken

Selectmen Nadeau moves to adjourn. Selectmen Pontau seconded. Motion carried 5-0.

Respectfully submitted,

Ruth Glaeser
Town Administrator