

**Town of Durham
Board of Selectmen Meeting Minutes
January 13th 2015**

Call to Order: Selectman Wakeman called the meeting to Order at 6:30 p.m.

Establishment of a Quorum:

Members Present: Chairman Jeffrey Wakeman, Selectman Sarah Hall, Selectman Mark Blake, Selectman Libby, Selectman Michael Stewart.

Quorum: Chairman Wakeman announced a Quorum has been met with five (5) members present.

Also Present: AA/TA Ruth Glaeser, Road Commissioner Shawn Bennett, Codes Official Paul Baines, Secretary Jill Toher. Fire Chief/EMA Director William St. Michel excused.

Pledge of Allegiance: Completed.

Amendments to the Agenda: None.

Public Present: Kendra O'Connell, Kristen Nam – Scholarship Committee

Public Comments: None.

Consent Agenda:

- a. Approval of Treasurer's Payables Warrant
- b. Approval of Regular Selectmen's Meeting Minutes – December 30th 2014
- c. Nomination Papers for Open Seats
- d. LACO Minutes – December 9th 2014
- e. Request for Early Closure to Attend Funeral
- f. LPC Notification Letter

Selectman Libby Moves to Accept the Consent Agenda as presented with a correction to the Motion To Adjourn after the Executive Session to reflect Selectman Blake Second. Selectman Blake Second. Motion Carried.

Action and Discussion Items:

- a. **Act on Appointment for Historic District Commission - Selectman Libby Moves** to appoint Paula B. Erdmann-Purdy to the Historic District Commission. Selectman Blake Second. Motion Carried.

b. ACO Contract – AA/TA Glaeser stated she followed up with Lisbon regarding the term of the proposed contract. Item #10 addresses this issue. Also discussed was the possibility of seeing whether Pownal's ACO would be interested as well as an estimate of the cost per year. This matter will be further investigated with a determination to be made on or before April 15th 2015.

Selectman Libby Moves to go ahead sign the Lisbon ACO contract knowing that we are also searching for alternative options. Vice Chairman Hall Second. Motion Carried with Selectman Stewart abstaining.

c. 2015 Scholarship Information – Kendra O'Connell requested the Board consider allowing the Scholarship Committee to change the dates in the Scholarship program to coincide with the Town Meeting so that the Award can be presented at the Annual Town Meeting. She also stated the Committee wants to explore fund raising options in order to perpetuate the Scholarship and will send suggestions to the Selectmen for a vote.

Chairman Hall Moves to approve the changes as presented. Selectman Stewart Second. Motion Carried.

d. Date to Meet with Pownal regarding Shared Road Commissioner – It was decided that Mondays or Tuesdays when the Board is not meeting would be the best options. AA/TA Glaeser will follow up with Pownal to set a date.

e. Skating on Pond at Public Works – The Board discussed at length the suggestion of Sebastien Leclerc to consider allowing staking on the pond. Many concerns were raised and the Board decided to table until a future meeting in order to explore options.

Department/Committee Reports:

a. Road Commissioner Bennett – presented the Board with his two page Road Commissioner's report dated January 13th 2015, hereinafter referred to as Attachment #1, which is incorporated herein and made a part of these Minutes.

In addition, he advised the LP tank next to the Town Trailer has been removed as it has never been used. The Town received a credit for contents \$180.00. The cost to remove was \$25.00.

b. Codes Official – presented the Board with his one (1) page Selectmen's Report, hereinafter referred to as Attachment #2, which is incorporated herein and made a part of these Minutes.

Discussed at length was a letter dated December 23rd 2014 from the Department of Agriculture, Conservation and Forestry regarding changes in regulations, which offers towns three options for enforcement. He recommends the Town Adopt the State Standards as Durham's Ordinance.

The Codes Official requested permission for him to consult with the Town's Attorney on the Burnham Conditional Use Permit request.

Vice Chairman Hall Moves to permit the Codes Official to consult with the Town Attorney on this issue. Selectman Blake Second. Motion Carried.

c. Fire Chief – Excused. No written report.

d. Town Administrator – No written report. AA/TA Glaeser advised the Audit has been completed. Audit findings should be received with the next few weeks.

Selectmen's Comments: Chairman Wakeman announced the following:

Regular Selectmen's Meetings will be held on Tuesday, January 27th 2015 at 6:30 p.m., and Tuesday, February 10th 2015 at 6:30 p.m., at the Town Office.

The Town Office will be closed on Monday, January 19th 2015 in observance of Martin Luther King Day.

Nomination papers are available at the Town Office for the following: 1) Selectman/Assessor – one seat – three (3) year term; 2) RSU#5 Board of Director – one seat – three (3) year term; and Budget Committee – three (3) seats – three (3) year term each.

Budget Requests and Annual Report Submissions should be submitted by Friday, January 16th 2015. If you will not make the deadline, please inform the Administrative Assistant.

Chairman Wakeman offered an apology for any inconvenience the 12:30 p.m. Office closure today may have caused while the staff attended a funeral for the husband of a former employee.

Executive Sessions: **Chairman Wakeman Moves** the Board into **Executive Session #1** pursuant to Title #1, M.R.S.A., Chapter #13, ss. 405(6)(C) – Real Estate following a brief recess at 7:25 p.m. Selectman Libby Second. Motion Carried.

Respectfully submitted,

Jill S. Toher, Secretary

Chairman Wakeman Moves the Board out of Executive Session #1 at 7:42 p.m.

ACTION TAKEN: None.

Executive Session #2: Chairman Wakeman Moves the Board into Executive Session #2 pursuant to Title #1, M.R.S.A., Chapter #13, ss. 405(6)(C) – Real Estate at 7:43 p.m. Selectman Blake Second. Motion Carried.

Chairman Wakeman Moves the Board out of Executive Session #2 at 7:50 p.m.

ACTION TAKEN: None.

Executive Session #3: pursuant to Title #1, M.R.S.A., Chapter #13, ss. 405(6)(C) – real Estate. Tabled.

Executive Session #4: Chairman Wakeman Moves the Board into Executive Session #4 pursuant to Title #1, M.R.S.A., Chapter #13, ss. 405(6)(A)(1) – Personnel Matters at 7:51 p.m. Selectman Libby Second. Motion Carried.

ACTION TAKEN: None.

Chairman Wakeman Moves the Board out of Executive Session #4 at 8:20 p.m.

Adjournment: Selectman Libby Moves to Adjourn at 8:22 p.m. Selectman Stewart Second. Motion Carried.

Respectfully submitted,

Ruth Glaeser, AA/TA

Attachment #1. Road Commissioner's Report dated January 13th 2015, three pages.

Attachment #2: Codes Official's Report to the Board of Selectmen, one page.