



Town Of Durham

Board of Selectmen Meeting

Town Hall

December 13, 2022

Meeting Minutes

1. Call to Order & Establishment of Quorum, Pledge of Allegiance

In attendance: Kevin Nadeau (Chair), Rich George (Vice-Chair), Todd Beaulieu, Joe Tomm, Josh Klein-Golden and Jerry Douglass (Town Manager).

Guest: Joe Roy (Member of the Conservation Commission)

2. Amendments to Agenda:

Remove Item #4 – Planning Board Chair Discussion

3. Public Comments:

Joe Roy, Pinkham Brook Road, on behalf of the Conservation Commission, would like to thank the Select Board for their support during the Conservation Commission Meeting held on December 6th at the Eureka Center.

The Board would also like to thank the Conservation Commission for their work in preparing for the meeting and answering questions.

4. Quit Claim Deed - 15 Country Acres Park – Tax Map 005-056-015

Entertain a motion to execute the quit claim deed for the Property Tax Map 005056015, Book 10362 (page 238), Book 10729 (page 174) and Book 11152 (page 201) of the Androscoggin County Registry of Deeds. Josh Klein-Golden moves, Joe Tomm seconds. Motion carries 5-0.

5. Abatements

Entertain a motion to enter into Assessor's Session, Rich George moves, Joe Seconds. Motion carries 5-0.

From Donna Hays:

Please be advised that an abatement be granted to the Reilly Family Trust for a homestead exemption that I removed from their account in error. Property was transferred from Dana and Emily Reilly to the trust and I removed their exemption. I now have a legal opinion that this is a family trust and they are still entitled to their exemption.

The chairman of the board entertains a motion to approve the abatement as requested. Todd Beaulieu moves, Josh seconds. Motion carries 5-0.

6. Budget Schedule Discussion

- The goal is to get all the materials to the Public Information Officer by February 15th, 2023, so the annual report can be sent to the printer by March 1st (2 week printing production) and have the annual report ready for distribution at the Town Meeting in April.
- C.I.P should have the rankings completed for the December 27th Board of Selectmen Meeting. (C.I.P committee will meet on Tuesday, December 20th at 6pm).
- The Town Manager will do a meet and greet with the Budget Committee on Monday, December 19th at 6:30 pm to see what their expectations are and what they need for material.

The Board discusses doing a fiscal year budget (July 1st through June 30th) instead of a calendar year budget.

7. Town Manager's Report

- On December 2, 2022 the town office welcomed Durham Community School Pre-K and Kindergarten students to decorate the Durham Giving Tree with their homemade ornaments. The Town Office will make this an annual event.
- The Giving Tree gift tags are all gone, awaiting gifts to be returned to the Town Office by Friday, December 16th.
- Workman's Compensation Update: The town was audited, and we ended up paying \$16,000 because they tacked on 20% to our wages. The Town Manager sent the information that workmen's comp needed and they ended up sending a check to the town for \$31,075.
- Wednesday, December 21st at 1pm the Town Office Christmas Party will be held at the Fire Station.
- On December 27th the Town Manager will be meeting with the auditors and inviting the Budget Committee to attend.
- The Office Copier's lease is up and the town office is looking into a refurbished copier for \$5500. Currently the town is paying \$357.00 a month for the leased copier.

8. Consent Agenda:

- a. Approve minutes from November 22th, 2022 SB Meeting
- b. Approve and Sign November 25th, December 2nd and 9th 2022 Warrant(s) both Payables and Payroll

Rich motions to consent the agenda as presented. Joe seconds. Motion carries 5-0.

9. Upcoming Meeting(s) and Town News:

Board of Selectmen Meeting – December 27th, 2022, Town Hall at 6:30pm
Board of Selectmen Meeting – January 10th, 2023, Town Hall at 6:30pm
Budget Committee Meeting – December 19th, 2022, Town Hall at 6:30pm
Capital Improvement Policy Committee – December 20th, 2022 at Town Hall at 6pm

10. Executive Session: None

11. Adjourn

Josh motions to adjourn, Joe seconds. Motion carries 5-0. Meeting adjourns at 7:06 pm.