



# Town of Durham

## Board of Selectmen Meeting

### Town Hall

### September 27, 2022

## Meeting Minutes

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#### 1. Call to Order & Establishment of Quorum

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

#### 2. Amendments to Agenda: None

#### 3. Public Comments: None

#### 4. Assessors Session

Kevin Nadeau motioned to move the Board into Assessors Session at 6:32 pm. Joe Tomm seconded. Approved 5-0.

Donna Hays (Town Assessor) was presented a plan from a court officer, who asked the assessor to put the subdivision on the map with the lot numbers. The assessor added them and assessed the new lots and sent out tax bills. Unfortunately, the subdivision was not approved, and therefore the assessor had to abate everything.

Kevin Nadeau moved that the Board issue an abatement in the amount of \$1,078.47 to Fortin Construction, Map 4, Lot 32K for reasons previously described by the assessor. Rich George seconded. Approved 5-0.

Kevin Nadeau moved to issue a Supplemental Tax Warrant in the amount of \$3,990.96 for Account 2202 to Fortin Construction. Josh Klein-Golden seconded. Approved 5-0.

Abatement of unsold lots as refereed in the attachment for Accounts 2199, 2200, 2202, 2203 & 2204.

Mr. Nadeau moved that the Board grant abatements as follows:

- Map 4, Lot 32-01 in the amount of \$1,136.43 (Account 2199)
- Map 4, Lot 32-02 in the amount of \$1,086.75 (Account 2200)
- Map 4, Lot 32-04 in the amount of \$1,078.47 (Account 2202)
- Map 4, Lot 32-05 in the amount of \$1,078.47 (Account 2203)
- Map 4, Lot 32-06 in the amount of \$1,190.25 (Account 2204)

Joe Tomm seconded. Approved 5-0.

Mr. Nadeau moved to issue a Supplemental Tax Warrant to Matthew Pass in the amount of \$1,080.54 for Account 2201. Todd Beaulieu seconded. Approved 5-0.

Mr. Nadeau moved to issue a Certificate of Abatement to Matthew Pass in the amount of \$3,993.03, Map 4, Lot 32-03 for Account 2201. Joe Tomm seconded. Approved 5-0.

Ms. Hays asked the Board to sign off on the Municipal Evaluation Return, this is done annually through the Maine Revenue Service. Kevin Nadeau moved that the Board approve the Municipal Evaluation Return by the Assessor. Todd Beaulieu seconded. Approved 5-0.

Kevin Nadeau motioned to move the Board out of Assessors Session at 6:50 pm. Rich George seconded. Approved 5-0.

## 5. Reports: Fire Chief and Road Commissioner

Jerry Douglass (Town Manager) requested that the Fire Chief and Road Commissioner report on the second Selectboard meeting of the month.

The Road Commissioner reported to the Town Manager about the condition of the posts for the Eureka Center. Recommended that a structural engineer access the situation.

## 6. Town Manager's Report:

### Update on approved ARPA Funded Projects

- Agility completed the work at the Town Office for the HVAC work and should be finishing up by the end of September at the Fire Department. Insulation will be done on Wednesday, September 28<sup>th</sup> at the Town Office.
- The phones were supposed to be installed on the 21<sup>st</sup> and 22<sup>nd</sup> of September, but Comcast could not get Consolidated to release the phone numbers. Comcast has rescheduled for Thursday, October 6<sup>th</sup>.
- The IT department is looking at computer pricing for the 23 total computers at the Town Offices, Fire Department and Public Works. The town is looking at replacing 8 of the 23 computers right now. The Board requested an inventory of all the computers and a list of the software licensing.

### Union Church Roof

Jack's Property Service completed the renovation of the Union Church roof. The Town Manager discussed the condition of the sills at the Union Church and the need to replace them. The Board thought it would be a good idea to visit the Union Church prior to their next meeting.

### Boards & Committee Vacancies

Planning Board, CIP Committee and the Budget Committee have vacant seats.

### Critical Infrastructure Security Assessment Concerning Elections

The Town Clerk will meet with Thomas Swinson, who will look at the Town Office building and Durham Community School.

Public Input Reminder on Capital Project Using ARPA Funds

October 11, 2022 at Town Hall at 6:30 pm ~ Public Input during Selectboard meeting.

**5. Authorization to Sign Contract with Spacial Alternatives**

GIS Mapping – Kevin Nadeau moved that the Board approve the Spacial Alternative Master Services agreement contract. Todd Beaulieu seconded. Approved 5-0.

Kevin Nadeau moved that the Board assign Jerry Douglass (Town Manager) to sign the contract. Rich George seconded. Approved 5-0.

**6. Consent Agenda**

Kevin Nadeau moved to approve the agenda as presented. Rich George seconded. Approved 5-0

**7. Upcoming Meeting(s) and Town News:**

Planning Board Site Walk, October 5<sup>th</sup>, 5pm at Celebration Tree Farm  
Planning Board Meeting, October 5<sup>th</sup>, 6:30pm at Town Hall  
Selectboard Meeting, October 11<sup>th</sup>, 6:30pm at Town Hall ~ Public Input  
Planning Board Informational Meeting, October 12<sup>th</sup>, 6pm at the Fire Station ~  
Affordable Housing and Road Ordinances

**8. Executive Session Citations**

Executive Session pursuant to 1 M.R.S.A. §405\*(6)(A)

Kevin Nadeau moved that the Board go into Executive Session at 7:50pm. Rich George seconded. Approved 5-0.

**9. Re-Convene Regular Meeting**

No action was taken by the Board, so the Chair entertained a motion to adjourn. Joe Tomm moved to adjourn. Todd Beaulieu seconded. Approved 5-0.

**10. Adjourn**

Meeting adjourned at 9:02pm.