



# Town of Durham Board of Selectmen

Town Hall  
April 25, 2023  
Meeting Minutes

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

In Attendance: Rich George (Vice-Chair), Josh Klein-Golden, Heather Roy, Joseph Roy and Jerry Douglass (Town Manager).

Absent: Joe Tomm (Chair - Excused from meeting)

## 2. Amendments to Agenda: None

## 3. Public Comment: None

## 4. Department Head Reports:

Fire Chief – Rob Tripp

- Grant Update – Requesting an EMA County Grant in the sum of \$21,000 for Radio's
- Firehouse Subs Grant was submitted – looking to update the Fire Dept. 20-year-old Boat
- Annual Hose Testing was conducted on April 25, 2023
- 3 Members attended the National Fire Academy in Maryland
- Requests for Proposals were sent out and posted to the Town Website for the refurbishment of the Quint Truck and a request for a Utility Vehicle – Open Bids at 9am on Friday, April 28<sup>th</sup>.
- Ambulance Receipts for Comstar – unpaid receipts /\$36,000

Road Commissioner – Calvin Beaumier

- Cleaning up town properties – brush clean-up/tree debris from winter storms
- Gravel road maintenance – potholes, adding gravel making the roads passable until the crews can get them graded in May.
- Attended the Bid Opening for the Stream Crossing Grant with the Town Manager – St. Laurent was the sole bidder and was awarded the project at \$276,450 (\$150,000 Grant Money/\$150,000 in Capital)
- Attended the APWA spring conference in Augusta with the Town Manager and received the MDOT Maine "Roads Scholar" award.
- Leak at the Eureka Center – Water Heater blew a pressure leak valve and the problem has been resolved.

The Board asked about the Stream Crossing Project timeline. The project in-stream work will start in July, out-stream work in October and hopefully the project will be completed by November. The Road Commissioner and Town Manager will meet with the contractor prior to the closure of Swamp Road to get this information posted for the public.

## 5. Manager's Report:

- Our financial services contract with Berry, Talbot & Royer starts on May 1, 2023. The Town Clerk, Treasurer and Town Manager have been compiling all the town's financial reports to get the onboarding process started.
- ARPA Reporting is due April 30<sup>th</sup> – The Town of Durham was not set up with an identification number with the Treasury Department – a case number has been created to correct this issue.
- Permit Fee Update – The Town Attorney verified that the Town can access fees on anything that we give a permit for, even if one is not established.
- Friday, April 28<sup>th</sup> at Town Hall – Municipal Budgeting Workshop on Zoom (9am)

## 6. Old Business

- Ordinance Reviews – George Theborge (Town Planner)  
John Talbot (Planning Board, Chair)

The Town Planner discussed focusing on getting cooperation and communication with the Conservation Commission, Planning Board and the Select Board to help the process move more efficiently when these issues go to Town Meeting. The Planning Board would start conducting workshops after Town Meeting on Ordinance issues that need to be looked at and would meet with Board members from the Conservation Commission and Historical District Commission throughout the year before presenting to the Select Board.

## 7. New Business

- **GPCOG Annual Summit (2 Delegates, 1 Alternate) May 25<sup>th</sup> St. Joseph College** – The Greater Portland Council of Governments – The Town of Durham pays membership dues and currently we have no delegates from Durham. The GPCOG is looking for delegates to sit on the committee (2 Delegates, 1 Alternate) from the Town of Durham. The Board asked to table this discussion until the next SB Meeting.
- **Historic District Commission Re-Appointments (Mary Fallon & Linda Litchfield)** – Rich George entertains a motion to re-appoint Mary Fallon and Linda Litchfield to the Historic District Commission (1-Year Term). Joseph Roy moves to re-appoint Mary Fallon and Linda Litchfield to the Historic District Commission, Josh Klein-Golden seconds. Motion carries 4 – 0.
- **Warrant & Notice of Election for RSU5 – Budget Validation and Referendum – Need Select Board Signatures**  
The RSU5 put out their warrant and the Town Clerk will post the warrant 7 days prior to election.

## 8. Consent Agenda:

- Approve minutes from April 11<sup>th</sup>, 2023 SB Meeting
- Approve and Sign April 14<sup>th</sup> & April 21<sup>st</sup>, 2023 Warrant(s) both Payables and Payroll

Heather Roy requested to have the minutes separated from the Warrant(s) for Payables and Payroll for discussion. Rich George entertained a motion to approve the April 14<sup>th</sup> & 21<sup>st</sup> 2023 Warrants. Josh Klein-Golden moves to accept the warrant(s) both Payables and Payroll, Rich George seconds. Motion carries 4 – 0.

Josh Klein-Golden moves to approve the minutes from April 11<sup>th</sup>, 2023 SB Meeting. Rich George seconds. Heather Roy asked to edit the minutes where an abstention was mentioned – change 3-1 to 3-0-1. Josh Klein-Golden amends the original motion to indicate that the minutes should read 3-0-1, Joe Roy seconds. Motion carries 4 – 0.

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

- **Planning Board Meeting, Wednesday, May 3<sup>rd</sup>, 2023 at Town Hall, 6:30 pm**
- **Select Board Meeting, Tuesday, May 9<sup>th</sup>, 2023 at Town Hall, 6:30 pm**
- **Select Board Meeting, Tuesday, May 23<sup>rd</sup>, 2023 at Tow Hall, 6:30 pm** – Rich George requested that the Board meet at 6pm to visit the Public Works Building prior to the SB Meeting.
- **Select Board Workshop** – Town Manager would like the Board to schedule a date for a future workshop

**10. Adjourn**

Joseph Roy moves to adjourn the meeting at 8:01pm, Josh Klein-Golden seconds. Motion carries 4 – 0.