



TOWN OF DURHAM SELECT BOARD

630 Hallowell Road, Durham, Maine 04222

08/22/23 6:30 PM

MEETING MINUTES

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

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

Guest(s): Alan Plummer (Code Enforcement Officer), Lois Kilby-Chesley (Historic District Commission) and Zachary Dumont (General Code).

2. Amendments to Agenda: None

3. Public Comments: Limited to 3 Minutes Per Person

Allan Purinton – Day Road

Tyler Hutchison – Hallowell Road

4. Reports: Road Commissioner and Fire Chief

Calvin Beamier, Road Commissioner

- Public Works has completed ditching throughout the Town.
- Finished making picnic tables for the town parks.
- The road commissioner did a walk-through of the town owned properties with a risk management representative from MMA.
 - The representative instructed the Town to cut back vegetation at the small building at Runaround Park; a post on the Town's gazabo is rotten and needs to be replaced; the Union Church needs several repairs.
- The new truck was delivered and is in use.
- Swamp road is way ahead of schedule and should be open soon.
- Road striping will begin in September. Durham has 21 miles of roads to stripe.

Robert Tripp, Fire Chief

- The Fire station is preparing for a visit to the school for Fire safety month.
- The department, with six members from New Gloucester, took part in swift water rescue training which took place in the Androscoggin River over the weekend. The fire department on average responds to two river rescues per year. EMS members took part in Narcan training.
- Crews assisted with two fires in Freeport recently. The Chief along with the planning board, performed a walk through at the Durham Leisure Center, who are planning on expanding.
- On September 3rd the Honor Guard will be posting their colors at the Sea Dog game, all Durham residents are invited to support them. Tickets are available online for nine dollars each.

5. Old Business:

Signs: Alan Plummer (Code Enforcement Officer)

- The Town attorney agreed with MMA. No signs are allowed in Durham off-premises.
- Temporary signs are allowed under state law. They must have a specific date and a contact person on the sign.
- Signs which are **NOT** allowed are: (for example) Old Crow Ranch sign at the corner of Route 136, Davis Road and contractor signs.

Historic District Commission: Josh Klein-Golden

- The Board discusses an email that was sent by Lois Kilby-Chesley (Chair, Historic District Commission).

Union Church Report Update - Life & Safety Inspection Report: Rob Tripp (Fire Chief)

- Fire alarm not inspected, needs to be done annually.
- There is no address on the building, should have 744 numbers somewhere on the front.
- Fire extinguishers need markings as to where they are located and may need to be repositioned.
- Found storage within two feet of the ceiling and excess storage on the second floor that would need to be cleared out to move about.
- The building has been classified as assembly use status.
- The building being at assembly use status needs a second means of egress.
- The State Fire Marshall performed an inspection on the Union Church:
 - The Fire Marshall stated a license would need to be obtained from the Fire Marshall's office before a gathering can take place in the building.
 - A construction permit would need to be obtained for the construction of a second means of egress. The second means of egress, bathroom facilities and a hand washing station would need to be corrected.

Joe Tomm asked if a fire watch could be put on the building for the assembly. The Fire Chief stated he didn't request a fire watch due to the concerns he has as the Health Officer for the Town. There is no bathroom facilities and no way to wash hands.

Jerry Douglass, the Town Manager, reported he had contacted two structural engineers to evaluate the Union Church. He scheduled the company, Trillium, who will have a report for the Select Board in 4-6 weeks. Jerry reported to the Select Board that he applied for a grant through MMA to cover the cost of Trillium's services.

6. Executive Session

Josh Klein-Golden motions to go into executive session, **Joe Roy seconds**. Motion carries **5 – 0**. The Board is now in executive session at 7:33pm.

7. Regular Session

The Board returns to Regular Session at 7:42pm, no action was taken during Executive Session. Joe Tomm requests that the Union Church remain closed until a structural analysis can be conducted.

8. New Business:

Codification Discussion (Zachary Dumont, General Code)

- They would take the Town's codes and make a code book and will go through the ordinances to make sure they are in line with state standards and make sure they are not conflicting with each other.
- Update language in the ordinances to fit with modern terms. Zachary reported it should be under \$10,000 to perform the service for Durham.

The Select Board requested Jerry look into this option and other companies who perform this service.

Solid Waste Committee (Heather Roy)

- Long-term solution plan
- Casella is moving into an automated system with a 5-Year Contract, instead of a 3-Year
- Other options for Solid Waste Pickup
- Town Manager will reach out to GPCOG for direction on how to move forward with Solid Waste.

Heather Roy motions to form a solid waste committee consisting of (5) five members and (2) two alternates, that will report back to the Select Board on the scope of the committee (transfer station option, incorporating of all roads – public and private, environmental options (composting, recycling, etc.) and looking into the Town of Durham Trash Ordinance by January 1, 2024. **Joe Roy seconds**, motion carries **5 – 0**.

Meeting Notice/Public Posting

Heather Roy asked that information about upcoming meetings, agendas, site walks, etc., be available for notice on **ALL** town media platforms. Currently information is posted on the Town's Website under Town News or the Town Calendar. www.durhamme.com

Adding a Meeting

The Board will revisit this discussion at the next Select Board Meeting on Tuesday, September 12, 2023 at the Town Hall at 6:30pm.

Appeals Board Appointment

Neil Berry, alternate on the Board of Appeals, is now appointed a voting member. The Board of Appeals is now accepting appointment applications for an alternate member. For anyone interested in joining the Board of Appeals, fill out an appointment application today!

9. Town Manager's Report:

- Due to the Town's excellent safety performance, Maine Municipal Association (MMA) has discounted our Workman's Compensation by ten percent (10%) starting January 1, 2024.
- The Maine Department of Environmental Protection (DEP) is initiating an investigation into the presence of per- and polyfluoroalkyl substances (PFAS) from the land application of sludge in Durham. The purpose of DEP's investigation is to identify sites statewide that are impacted by PFAS, identify drinking water supplies that are impacted above Maine's Interim Drinking Water Standard for PFAS, and provide impacted individuals with water that is below the standard.

10. Agenda Items for Next SB Meeting

- The Board discussed putting together a review for the Town Manager's one-year anniversary.
- What is the process for changing a Select Board meeting date?

11. Consent Agenda:

- **Approve Minutes from August 8th, 2023 SB Meeting**
- **Approve and Sign August 22nd, 2023 Warrant**

Joe Tomm moves to accept the consent agenda as presented, **Joe Roy seconds**, motion carries **5 – 0**.

12. Upcoming Meeting(s) and Town News:

- **Conservation Commission Meeting 8-30-23, Town Hall @ 6:30pm**
- ~~**Union Church Committee Meeting 8-31-23, Town Hall @ 6:30pm**~~ **Cancelled**
- **Planning Board Meeting 9-6-23, Town Hall @ 6:30pm**
- **Select Board Meeting 9-12-23, Town Hall @ 6:30pm**
- **Select Board Meeting 9-26-23, Town Hall @ 6:30pm**

13. Adjourn

Joe Tomm motions to adjourn at 9:25pm, **Joe Roy seconds**. Motion carries **5 – 0**.