

**Town of Durham
Board of Selectmen
Regular Meeting Minutes
September 8, 2020**

1. Call to Order: Kevin Nadeau calls the meeting to Order at 6:30 p.m.

Roll Call: Kevin Nadeau, Chairman; Rob Pontau, Vice Chairman; Marc Farrin (late); Todd Beaulieu; and Richard George

Quorum: Quorum met with five (5) members present

2. Amendments to Agenda: Kevin Nadeau adds item 4e) a brief review of the CIP process; Todd Beaulieu adds item 4f) an update on work at the old town hall

3. Public Comment: Neil Berry asks about Bulky Waste Day

4. Action/Discussion:

- a. Item cancelled
- b. Public Hearings on the November 3, 2020 Ballot

Kevin Nadeau Moves to set two Public Hearings (Wednesday, September 23, 2020 at 6:30 p.m.; and Saturday, October 3, 2020 at 9:00 a.m.; both via Zoom) for the municipal articles that will be on the election ballot; and to mail the postcard presented by the Town Administrator to every household in Durham. Todd Beaulieu Seconds. Motion Carries 4-0 (Farrin not present yet).

- c. New Election Clerks:

Kevin Nadeau Moves to appoint the following as election clerks for the November 3, 2020 election:

**James Jacobsen
Kevin Karnes**

**Barbara Schneider
Stephen Brezinski
John Parsons
Eric Bowie
Claudia Geyer
Alexis McCallister
Jennifer Fitzpatrick
Lorrie Cardwell**

Rob Pontau Seconds. Motion Carries 4-0 (Farrin Abstains).

d. Waiver of Foreclosure:

Kevin Nadeau Moves to make the annual foreclosure on the property at Map 6, Lot 114 (otherwise known as the Old Town Dump). Rich George Seconds. Motion Carries 5-0.

e. CIP Process: No Action Taken

f. Update on Old Town Hall: No Action Taken

6. Department/Committee Reports:

Fire Chief Joseph Moore is not present (see attached).

Road Commissioner Calvin Beaumier presents his report (see attached).

Town Administrator Ruth Glaeser presents her report (see attached).

7. Consent Agenda:

**Kevin Nadeau Moves to Accept the Consent Agenda as presented.
Marc Farrin Seconds. Motion Carries 5-0.**

8. Selectmen's Comments:

Kevin Nadeau announces that the next regular meetings of the Select Board will be at 6:30 p.m. on Tuesday, September 22; and Tuesday, October 13, via Zoom.

Kevin Nadeau Moves to go into Executive Session at approximately 7:15 p.m. Rich George Seconds Motion Carries 5-0.

Kevin Nadeau Moves to authorize the Durham Town Attorney and Code Enforcement Officer to take necessary legal action against the owner of the properties located at 735 Hallowell Road, 007-032-L and 007-032-A, to achieve compliance with the Town of Durham Land Use Ordinance. Rich George Seconds. Motion Carries 5-0.

Kevin Nadeau Moves to Adjourn. Rob Pontau Seconds. Motion Carries 5-0.

Respectfully submitted,

Kathy Dion
Meetings Secretary



DURHAM FIRE & RESCUE

Chief's Report on Department

Durham Select Board

09/08/20

Report Date: 09/08/20

General Overview:

- The department is currently functioning well with many discussions and projects underway.

Departmental Changes/Major Projects:

- **DFR COVID-19 Response and Preparedness** – We continue to monitor the situation locally and state wide. We continue to follow current Maine EMS guidelines for all responses and department operations. The fire station remains closed to the public in regards to use of meeting space. We encourage citizens to use online resources for fire permits and call the station before stopping by for any other potential non emergency business. **The general public will be required to wear masks when in the building**
Following the grant acceptance from the state, I have taken on a new role working with community business to address complaints and concerns in regards to COVID-19 .
- **New Turnout Gear** – The last members needed have been fitted for gear to be ordered with the approved Capital Funds. In the future, gear will be ordered through a new replacement plan has been implemented and will be folded into the operational budget.

Apparatus:

- **Damage to Ladder Truck** – There was an unfortunate accident while the ladder truck was being moved out of the station last Thursday. A door was left open and it struck the garage door track as it left the building. There was damage to the track which has been repaired and damage to the drivers side of the ladder truck. No one was injured and the truck is still functional. However, due to the ladder coming into contact with the building, it needs to be tested before it can be put back into service. This has been scheduled as soon as possible.

Discussion Topics:

- **Hose Tower Issues** – Still awaiting a call back from structural engineer.
- **Use of Station for FF 1&2 Class** – The current FF 1&2 Class, that we have two members attending, is having trouble finding a suitable location to resume classes. I would like to offer the Durham station as that site and I feel we have the resources and will be able to agree on accommodations from the program to ensure a safe training environment that is regularly cleaned and maintained. As we have limited the use of public buildings, I am seeking the Board's input and would like to explain the potential plan.

Respectfully Submitted,
Joseph C. Moore, Chief of Department



Town of Durham

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**Road Commissioner
Calvin Beaumier
Cell Phone (207) 844-1774**

Durham Public Works Department Head Report 09-08-2020

- We have adjusted the speed radar unit so that we are getting accurate information. By the end of the day we will have the data on Old Brunswick Road and I will forward that this afternoon. I was notified by the Region Engineer for MDOT that the speed limit sign down by the farm across from Ross Road should be removed because Old Brunswick Road was never studied for speed past Larrabee Lane headed toward QMH Road. This would make sense since that was dirt through the swamp area to QMH until sometime in the 80's or 90's I'm told. The signs were up when I started here so I don't know when they were installed. The Engineer told me that the speed limit goes by default to 45 MPH but not to put up a sign. We agreed that I would submit a request for speed limit with the MDOT for this section of roadway if that is what the Select board would like.
- We dug up what we thought was the well at River Park only to find it was an old claw foot bath tub with a steel plate over it. Through further investigation, I found the old well and it has a solid concrete cover on it that is safe. I communicated this to the Conservation Commission so we are all on the same page.
- The crew has continued work on box-cutting and graveling on Deervale. In some places we found the pavement was sitting on straight clay with no gravel at all.
- We have also been busy in Rangdale neighborhood changing driveway and cross-culverts as well as ditching and shoulder work.
- I Mailed out letters to property owners on additional streets that we are planning to ditch this fall. (Smith Farm-Beaver Woods-Puritan-Wires Hill). These letters give property owners an opportunity to reach out to me prior to ditching if they have concerns.

Town Administrator Report

September 8, 2020

Elections – we have now received over 600 requests for absentee ballots. Much of Becky's time is spent processing these requests and answering the large number of questions regarding the election and absentee balloting.

Real estate taxes – Taxes are due by Friday, September 11th. We have been busy processing mortgage and in person tax payments.

Finance – We have repaid the TAN. The final cost to the Town was \$2,501.01 in interest and \$1,857.50 in expenses associated with our bond counsel. I have included reports on expenses, revenue and cash flow through the end of August.

CIP Process – I am enclosing a time schedule for the CIP process. I have emailed the CIP Committee to give them a heads up on the timeline.

I have enclosed the yearly waiver of the Emerson Dump foreclosure for the Board's approval.

Prior to the meeting Tuesday, we will forward the Board an additional list of election workers for the November election. We ask that the Board approve these appointments.