

**DURHAM SELECT BOARD  
VIRTUAL REGULAR MEETING  
MINUTES  
MARCH 23, 2021**

1. Call to Order: Kevin Nadeau calls the meeting to order at 6:30 p.m.  
Members present via Zoom are: Kevin Nadeau, Chair; Rob Pontau Vice Chair; Todd Beaulieu; Marc Farrin; and Richard George.
2. Amendments to the Agenda: None.
3. Public Comment: None
4. Action & Discussion:
  - a) Road Weight Limit Ordinance Change:  
**Kevin Nadeau Moves to accept the language on the Restricted Weight Limit Ordinance as presented, with edit to “Section 6: Penalties” (a \$500 fine for each subsequent offense after the first one). Rob Pontau Seconds. Motion Carries 5-0.**
  - b) Paving RFP results:  
**Kevin Nadeau Moves to accept the paving bid from Crooker Construction. Rich George Seconds. Motion Carries 5-0.**
  - c) Workers Compensation Safety Incentive Program (WCSIP): No action taken
  - d) Bulky Waste Day: No action taken
  - e) Memorial Day Parade/5K Fun Run: No action taken
  - f) SCBA Apparatus:  
**Kevin Nadeau Moves to award the SCBA purchase to Fire Tech & Safety, Winthrop, ME, pending the outcome of the April 6, 2021 town meeting vote. Rob Pontau Seconds. Motion Carries 5-0.**
  - g) Adam Chamberlain, Boy Scout Eagle Scout Project:  
**Marc Farrin Moves to authorize Kevin Nadeau to sign the Eagle Scout project application. Todd Beaulieu Seconds. Motion Carries 4-0 (George disconnected).**

5. Department/Committee Reports:

Road Commissioner Calvin Beaumier presents his report.

**Rob Pontau Moves to authorize Calvin Beaumier to sign the DEP contracts for both Swamp Road and Meetinghouse Road. Marc Farrin Seconds. Motion Carries 5-0.**

Fire Chief Joseph Moore presents his report.

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

6. Assessor's Section:

**Kevin Nadeau Moves to go into the Assessor's Section. Rob Pontau Seconds. Motion Carries 5-0.**

**Kevin Nadeau Moves to grant the tax abatement for Tax Year 2020 for \$182.25, Map 2 Lot 23. Rob Pontau Seconds. Motion Carries 4-0 (Beaulieu Abstains).**

**Kevin Nadeau Moves to grant the tax abatement for Tax Year 2020 for \$206.55, Map 7 Lot 17K. Rob Pontau Seconds. Motion Carries 5-0.**

**Kevin Nadeau Moves to come out of Assessor's Section. Rich George Seconds. Motion Carries 5-0.**

7. Consent Agenda:

**Kevin Nadeau Moves to accept the Consent Agenda as presented. Rob Pontau Seconds. Motion Carries 5-0.**

8. Selectmen's Comments:

**Kevin Nadeau Announces the following:**

- **Town Meeting Referendum voting take place from 8:00 a.m. to 8:00 p.m. on Tuesday, April 6, at the Durham AMVETS Post 13.**

- **The next virtual regular meetings of the Durham Select Board will be at 6:30 p.m. on Tuesdays, April 13 and April 27, via Zoom.**

**Kevin Nadeau Moves the Select Board into Executive Session at 8:15 p.m. Rich George Seconds. Motion Carries 5-0.**

**Rob Pontau Moves to authorize Kevin Nadeau to sign a severance agreement with the Town Administrator, should she not be offered the position of Town Manager. Todd Beaulieu Seconds. Motion Carries 5-0.**

**Kevin Nadeau Moves to Adjourn at 8:36 p.m. Rich George Seconds. Motion Carries 5-0.**

Respectfully submitted,  
Kathy Dion  
Meetings Secretary

## Town Administrator Report

March 23, 2021

### WCSIP

I am sending the Board information on a safety incentive program which will help the Town lower our workers comp rates and create an even safer work environment. I have discussed this with both the Fire Chief and Road Commissioner and they have both committed to the program. Many of the things required are already followed in the Town. This would formalize what we already practice and give the Town a discount on workers comp.

I need the Board to approve the first step which would give me authorization to sign the member acknowledgment form. If the Board wishes, we can also go ahead with the required resolve which is due by June 1<sup>st</sup>.

### Bulky Waste Day

I spoke with Pine Tree. They are not comfortable holding a bulky waste day in May of this year. The Board can choose to vote to set up a Saturday when Town residents can bring their bulky waste to West Bath or we can postpone until September providing nothing changes. Either way, there would be no charge to the Town.

### Memorial Parade and 5K Fun Run

Starting the conversation about whether or not the Town should have a Memorial Day Parade and/or 5K Fun Run this year. Below is some guidance from MMA regarding outdoor gatherings. It may be worthwhile to plan as if we will have one and then cancel if conditions prohibit. It is important to note that Moxie Days and the Clam Festival have both been cancelled though our parade is much less crowded and does not include food trucks or vendors. The parade route is about 5,900 feet. Multiply by 2 (both sides of the road) and divide by 12 (to allow for people to move between individuals or family groups) and we get a maximum occupancy of 983.33 people.

*"There does not appear to be a numerical limit in EO 35 for gatherings in outdoor areas without an established occupancy limit (e.g. open fields, beaches, lawns, etc.). However, it is clear that the six-foot physical distancing protocols govern maximum capacity in any venue, notwithstanding the maximum gathering limits in effect. Therefore, municipalities attempting to determine gathering limits in outdoor spaces not subject to an occupancy limit should use existing physical distancing protocols to determine maximum occupancy."*

### Abatements

The assessors section includes two abatements for common land properties that were accidentally taxed in 2020. The Town no longer taxes these properties separately.

### Bottle Club Application

The Annual Bottle Club Application for the AMVETS is included in this meeting's Consent Agenda.

Town Business:

- Issuing absentee ballots – we have 88 requests as of March 19<sup>th</sup>
- Getting ready to send out 30-day notices of lien on 2020 taxes
- Completed Workers Comp Audit
- Town property inspection by MMA Insurance on March 23<sup>rd</sup>
- Renewal of Property and Liability Insurance
- Starting to get some calls and one application regarding General Assistance
- Annual Town Reports have arrived in the Town Office