

**Town of Durham
Board of Selectmen
Regular Meeting Minutes
May 26, 2020**

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

Members present: Kevin Nadeau, Chairman; Rob Pontau, Vice Chairman; Marc Farrin; Richard George; and Todd Beaulieu

Quorum: Quorum met with five (5) members present

2. Pledge of Allegiance: Not done, no flag

3. Amendments to Agenda:

Kevin Nadeau adds items: 5c) Discussion of Speed Limits
5d) Planning Board Appointment

4. Public Comment: None

5. Action/Discussion:

- a) TAN – No Action
- b) Town-Wide Mailing –

Kevin Nadeau Moves to authorize Ruth Glaeser to move forward with the town-wide mailing as presented, approving up to \$1,300 to expend.

- c) Speed Limits – The Select Board and Road Commissioner Calvin Beaumier discuss the new speed limit sign and a recent accident on Shiloh Road. Calvin will draft a letter to the Maine Department of Transportation.
- d) Planning Board Appointment – Ron Williams has applied to be a member of the Durham Planning Board.

Kevin Nadeau Moves to appoint Ron Williams as a voting member of the Durham Planning Board. Rob Pontau

Seconds. Motion Carries 5-0.

John Simoneau resigns from the Planning Board.

Kevin Nadeau Moves to accept John Simoneau's resignation From the Durham Planning Board. Rob Pontau Seconds. Motion Carries 5-0.

6. Departments/Committees:

Fire Chief Joseph Moore is not in attendance to present his report (see attached).

Road Commissioner Calvin Beaumier presents his report.

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

8. Consent Agenda

Kevin Nadeau Moves to accept the Minutes from 5-12-20 as presented, minus item 7c, which was pulled out separately. Rob Pontau Seconds. Motion Carries 5-0.

9. Selectmen's Comments:

Kevin Nadeau announces the following:

The next regular meetings of the Select Board will be on Tuesday, June 9. A virtual Public Hearing on the Warrant for the secret ballot Referendum will be held at 6:00 p.m., followed by the regular Select Board meeting. The Select Board will meet again on 6:30 p.m. on Tuesday, July 23.

Kevin Nadeau Moves into Executive Session at 7:12 p.m. Rob Pontau Seconds. Motion Carries 5-0.

Respectfully submitted,
Kathy Dion
Meetings Secretary



Town of Durham

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**Road Commissioner
Calvin Beaumier
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Durham Public Works Department Head Report 05- 26-2020

- We have just one driveway culvert left to replace on Maplewood Lane to complete our list from 2019. We are looking to replace that one this week.
- Crooker has surface-paved Leighton, Plummer Mill Pond, and Brickyard Hill Roads. Looking to pave Apple Ridge later this week. We worked with Crooker to box-cut and repair a spot on Leighton Road while they were paving. This allowed us to have a seamless surface paving job.
- We rolled out the speed radar trailer for its first operation on Shiloh Road Friday. We will be learning the data collection and sharing aspects of the unit as we go along. One thing to keep in mind is that we agreed to move the sign every two weeks as part of the grant application. We also can't put the unit out when its below 32 degrees, so it's a seasonal operation.
- I have received the written extension from Freightliner of Maine for the purchase of the 2020-wheeler.
- We have removed the piles of dirt from behind the fire station and will be working on patching in the paved walkway out back once we get a few driveway aprons to patch in all at the same time.
- Crooker is starting to do some work on Day Road today.
- We are planning to start painting some stop bars and Stop Ahead signs on the pavement today as well as striping parking lots.
- We are looking to start our maintenance paving ditching and road repairs for the 2020 season next week.

Town Administrator Report

May 26, 2020

The office has been very busy in the last week and a half. Pam and Becky have been working hard to answer the phones and wait on the counter. During the “open to the public” hours there is almost always a line and all the appointments are booked everyday while Pam and Becky slip residents in as is feasible. Most residents have been very supportive and understanding. We have received positive feedback from those at increased risk who are utilizing the appointment hours.

I am enclosing guidance for reopening municipal buildings. As it may be difficult for me to be present in the office on a regular basis and both Becky and Pam are out straight, I proposed that we continue with the present open and appointment hours and revisit this at your next meeting on June 9th. As the middle of June approaches, the office will be handling a large number of absentee ballot requests and will continue to be busy with pent up demand for registrations.

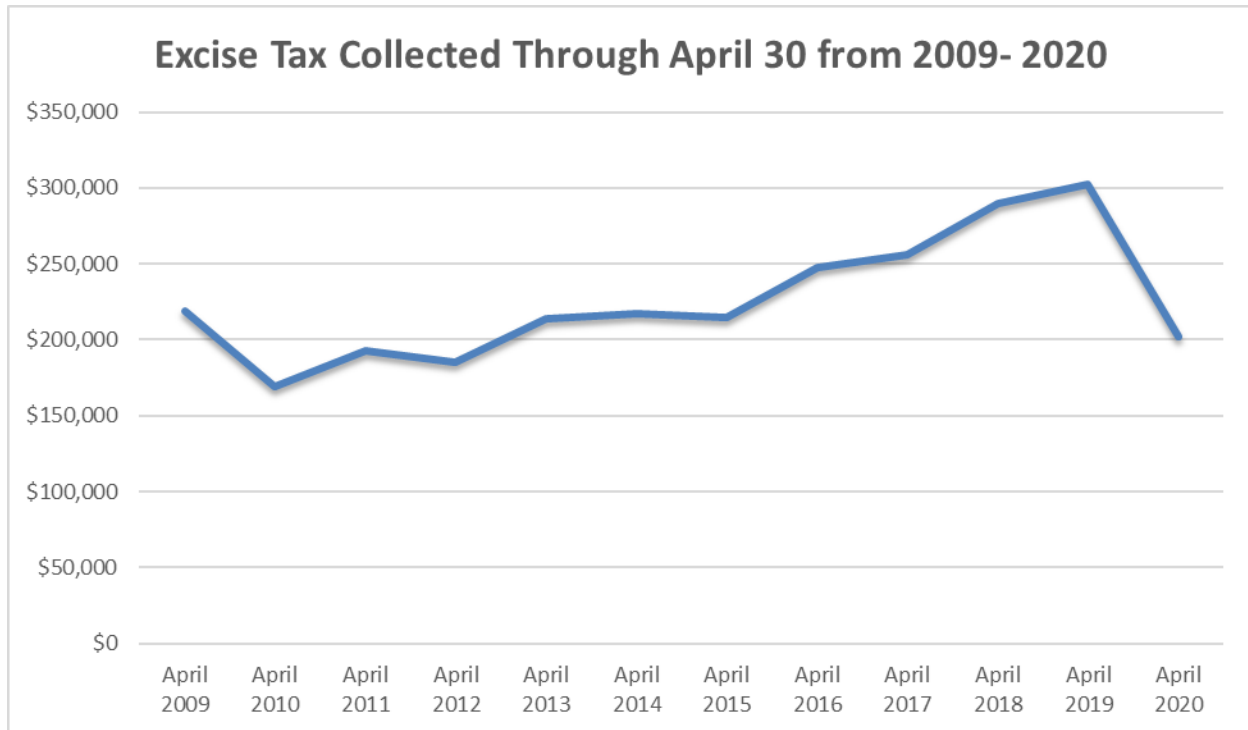
I am working mostly from home at the moment. I have received the TAN paperwork from Androscoggin Bank and have signed and returned it. They offered us an interest rate of 1.89% on an as needed \$1,050,000 loan. The TAN is set to close on or about June 9th.

I also received a formal letter of agreement regarding delay of payment on the two GO (government offer) bonds which Androscoggin Bank holds. I have not signed or returned that letter. After reading the terms two things have become apparent; the interest that will accrue and be due in August was not accounted for in our budget and the interest rate on the TAN is more than a percent less than the GO bonds. The Town will actually pay more to delay the payments than it will to use the TAN to pay them as scheduled. As such, they are on the warrant to be paid.

The estimate for a four page “flyer” has come in at \$1,300. I have designed the flyer to be sent as soon as possible after approval on the 26th. Ideally, they should be in mail boxes no later than June 5th or 6th. Please read it over and send any suggestions to me so I can include them prior to the meeting. I will send a new version with suggested changes to be discussed by Tuesday.

The Public Hearing is set to take place on June 9th via ZOOM. Residents can submit questions and comments prior to the hearing. My intent is to read any comments and/or questions we receive live for a response from the Board if applicable. I will check with GPCOG to discuss the advantages and possibility of using their expertise (and license) to make this a webinar.

There has been a lot of discussion about including municipalities in the next relief package. As such, GPCOG requested information regarding the financial hardships due to lost revenue that municipalities are experiencing and the decisions which are being made to alleviate the shortfall. I have provided them with that information. Durham’s excise tax collection is down by 33% through the end of April. The chart below shows the trajectory in excise tax over the last 10 years for the period from January 1 through April 30. During the recession in 2009, excise tax collections decreased 23% and did not regain 2009 levels until 2016.



The good news is that there are roughly 1,000 vehicles in Durham that remain unregistered for roughly \$156,000 of excise tax. Because Durham operates on a calendar year, there is still time to make up at least some of that shortfall.

I will forward the Board expense and revenue budget spreadsheets through today this weekend.

The Town has received a Poverty Abatement which I have emailed to all of you. We will need to talk about scheduling the hearing. Please forward to me any questions you have regarding Poverty Abatements in general or this particular request.

I am including an appointment to the Planning Board on the consent agenda. This candidate was recruited by Rob.

I have placed an executive session on the agenda to discuss my situation.