

**Town of Durham
Board of Selectmen
Regular Meeting Minutes
February 11, 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; Rich George; and Marc Farrin

Quorum: Quorum met with four (4) members present

2. Pledge of Allegiance: Done

3. Amendments to Agenda: Kevin Nadeau removes item 5d from the agenda

4. Public Comment: None

5. Action/Discussion:

- a. **Discussion of Town Manager Warrant Article** – Kevin Nadeau shows a PowerPoint presentation and opens the topic for discussion. An email from Todd Beaulieu, not present for tonight's meeting, is introduced. He believes now is the not the time to move the Town of Durham to a Town Manager form of government. Discussion continues about the pros and cons of moving to this type of government for Durham. Milton Simon of the Budget Committee joins the conversation.

Rob Pontau Moves to put Articles 25 (Does the Town of Durham want to adopt the Town Manager plan), 28 (to raise and appropriate funds for the Town Manager search if Article 25 passes), and 29 (raise and appropriate funds for severance if Article 25 passes), knowing that the numbers of the individual articles will change. No second. Motion Carries 4-0.

- b. **Discussion of Marijuana Opt-In and Ordinance Warrant Articles** – A discussion follows of whether to put the marijuana articles on the Town Meeting Warrant.

Kevin Nadeau Moves to put the Marijuana Warrant Articles on the Town Meeting Warrant (currently Articles 6-13 asking about adult use and medical marijuana). Rob Pontau Seconds. Motion Carries 4-0.

- c. **Discussion of Solid Waste Contract** – It is agreed that there is no need to vote on the Solid Waste Contract at tonight’s meeting as the Article will be re-drafted for the next meeting.

6. Departments/Committees:

Fire Chief Joseph Moore presents his report (see attached).

Road Commissioner Calvin Beaumier is not present for tonight’s meeting therefore, he does not present a report.

Rob Pontau Moves to authorize Kevin Nadeau to sign the Cooperative Agreement for Operations and Management of Pedestrian Safety Devices from the Department of Transportation. Rich George Seconds. Motion Carries 4-0.

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

Kevin Nadeau Moves to put the listed Fund Warrant Articles on the Warrant for Town Meeting. Rob Pontau Seconds. Motion Carries 4-0.

7. Consent Agenda:

Kevin Nadeau pulls the letter from the Department of Transportation out of the Consent Agenda for discussion.

Rich George Moves to Approve the Consent Agenda as presented. Marc Farrin Seconds. Motion Carries 4-0.

8. Selectmen's Comments:

Kevin Nadeau announced that the next regular meeting of the Select Board will change to Thursday, February 27, at 6:30 p.m. at the Durham Town Offices. The following regular meeting will be held on Tuesday, March 10, at 6:30 p.m. at the Durham Town Offices.

Kevin Nadeau Moves to Adjourn at approximately 8:30 p.m. Rob Pontau Seconds. Motion Carries 4-0.

Respectfully submitted,

Kathy Dion
Meetings Secretary



DURHAM FIRE & RESCUE

Chief's Report on Department

Durham Select Board

02/11/20

Report Date: 02/07/20

General Overview:

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

Departmental Changes/Major Projects:

- 2020 Budget - Completed revamp of 2020 Budget within parameters set forth by Selectboard and Budget Committee. This revamp has adjusted the labor costs individually to reflect the expenditures of each subline based on the amount spent in 2019 while still providing for the addition of the Paramedic Stipend Positions 3 nights a week, starting April 1st, 2020. Reductions in operational expenditures made to Building Maintenance, Chief's Expenses and Communications (Pager Repair) lines to complete the restructuring.
- Review of Department SOG's - Working initially with Chief Officers on initial chapters. Will consult with Town Administrator/Selectboard as needed. Review will be completed over the year with final draft presented for implementation January of 2021.

Apparatus:

- Nothing new to report

Discussion Topics:

- Billing for Fire Department Responses - *Please see previously emailed material.* Requesting permission to draft warrant article to create billing process for Fire Department Responses to Automobile Accidents.
- Fire Department Strategic Planning Meeting - Given recent discussions, I'm requesting the board and the management staff of the Fire Department determine how best to initiate this process.

Respectfully Submitted,

Joseph C. Moore

Chief of Department

Town Administrator Report

February 11, 2020

On Thursday, the 30th of January, I attended a forum on recycling. Four communities and Ecomaine joined to educate their communities about recycling. Each community hired between 2 and 4 interns who went to Ecomaine to learn about recycling and how to educate residents in a helpful and non-judgmental way. Several routes were chosen and the interns checked bins in these neighborhoods for contamination and spoke with residents. Tags were left as feedback for the residents; green, yellow or red (with the specific item which was placed in the bin incorrectly). A public-relations campaign also took place with a “can I recycle this?” Facebook post on a weekly basis. The Towns saw a contamination decrease of around 4-5%.

After this forum, I asked Pine Tree if they had contamination rates for Durham. They do not as our recycling gets combined with other sources and is transported to Lewiston. They did offer to set up a time for some volunteers to go through one of their trucks and see what the recycling in Durham looks like. I would like to see if the Conservation Commission would like to help with a recycling education program and possible sampling of our contamination rates.

As I write the warrant, I will need to know a couple things about how you want the warrant articles for Solid Waste to appear.

Do we want to structure the article so that the Town can choose a 1, 2 or 3 year contract? (I asked Nate about any price differential in the RFP if we contract for less than 3 years but he said they would be as quoted no matter the length.) If we structure the vote in this manner, what will be the next steps if the Town opts to vote for a 1 or 2 year contract? Is the Board going to create a solid waste committee to look into other options?

Should I split out the different components and give the option for the Town to vote to not recycle? Do we want separate articles for bulky waste day and universal waste?

Jack has looked over the articles I wrote for the marijuana opt in articles and made one small change. I am sending you the edited versions. My intention is to make each an individual article and create a “Marijuana Opt in” section so the Town can pick and choose what they believe is right for Durham.

George has given me the warrant article for the land use changes. The schedule will include a Public Hearing on March 17th or 19th. The draft changes without Planning Board final review are available on the website and I will print a copy for the office.

Article X. To see if the Town will vote in favor of approving amendments to the *2019 Durham Land Use Ordinance (Land Use Ordinance)* to accomplish the following objectives:

1. Make changes to the Zoning Map and Land Use Ordinance needed to bring Durham’s regulations into full compliance with the State’s Mandatory Shoreland Zoning Act, particularly with respect to classifications and allowed uses in areas surrounding large, non-forested wetlands;

2. Address inconsistencies and conflicts between various Articles and the requirements for establishing new roads to serve development of lots;
3. Clarify the policies and regulations related to home-based businesses; and,
4. Clarify applicants seeking conditional use approval from the Planning Board must meet all Ordinance standards and that “grandfathered lots” are those that existed prior to March 6, 1976.

Below is the proposed change to the Historic District Ordinance as outlined in the Select Board Meeting on January 7, 2020.

To see if the Town will vote to adopt a revision to Article II, Section 3 (B) the Historic District Ordinance.

B. The Commission shall consist of five (5) members and up to ~~two (2)~~ **four (4)** alternate members, who shall be residents of the Town. Appointments shall be made on the basis of demonstrated interest, ability, experience and desire to promote historic preservation in the Town, State or Nation, within the meaning of Section -1 of this ordinance. As far as possible, the membership should include professionals in the disciplines of architecture, history, architectural history, planning , archaeology, urban design or other related fields; a builder and at least two (2) owners of property within the Historic District. C. Three (3) members of the Commission shall be initially appointed to serve terms of three (3) years;

Becky began with us on February 3rd and is already a great addition to our staff. She is working on absentee balloting, Central Voter Registration and counter transactions.

Tammy is working on the annual report.

In the next couple weeks, I will be working on the warrant, a new appeal and noticing the land use changes.

Respectfully,

Ruth Glaeser