



Town Of Durham
Board of Selectmen Meeting
Town Hall
November 8, 2022
Meeting Minutes

1. Call to Order & Establishment of Quorum

In attendance: Kevin Nadeau (Chair), Rich George (Vice-Chair), Todd Beaulieu, Joe Tomm, Josh Klein-Golden, Jerry Douglass (Town Manager), Ron Tripp (Fire Chief), Calvin Beaumier (Road Commissioner), George Theborge (Town Planner), and John Talbot (Planning Board Chair).

2. Amendments to Agenda:

Bullet should be 3(a.) Board and Commission Comments

3. Public Comments: None

a. Planning Board (John Talbot)

- Celebration Tree Farm – Conditional Use Permit for agritourism business - Approved for educational workshops, music events (no more than 2 a month) with a 9pm end time.
- Deer Creek (13-Lot Subdivision) – Final Plan Completeness Review, Planning Board voted incomplete – Peer Review was done
- New Affordable Housing Law – Survey was created and posted to help see what option the public wants.

b. Historic District Commission (Lois Kilby-Chesley)

- Union Church – asking about the plan for an overseeing committee to keep tabs on work that needs to be done.
- Restoration Fund – asking to put \$10,000 into the budget
- Historic District Commission met with George Theborge (town planner) to discuss Article 12, section 5.14 Historic Resources – the commission plans to clarify the language and get everything aligned before presenting to the town meeting in April of 2024.
- The commission would like to do away with the Historic District and become the Durham Historic Preservation Commission with oversight of the 10 properties in the town.
- Current Ordinance states a 25-foot buffer between any building that's on the registry and onto the abutter's property, which limits what the abutter can do.
- Requesting \$100,000 in ARPA funds for needed work for the Union Church.

Kevin Nadeau asked what is the purpose of the Union Church, currently there is no heat or plumbing in the building and a lack of parking space?

The Durham Historical Society would like to use it as a small museum, lending library, and for community space (once it's deemed safe).

The Board mentioned that the formation of the committee to oversee the Union Church has been pushed back until after town meeting in April of 2023. The new town manager is focusing on critical stuff, such as understanding how the town works and focusing on the budget.

4. Draft Ordinance Amendment Articles Discussion (George Theborge/Town Planner)

Communication has been great with the Committees and the Selectboard. In 2018 the town adopted a new comprehensive plan that re-shifted focus from the state idea of having growth in rural areas and doing all kinds of things that the town didn't have the capability of doing. This new plan passed unanimously at the town meeting. That set the direction in keeping the whole town rural, and get into compliance with all the state regulations on development by improving the system to effectively manage the growth and development that's happening in town within a framework of keeping the basic character of the town and working with the limitations of the town.

The first thing that the Planning Board did was to overhaul the Land Use Ordinance which was unusable, unreadable, and impossible to do the regulation. The Town Planner has been working with the Planning Board to develop systems to handle very complicated development proposals effectively and efficiently. The Planner has been trying to address the three (3) areas of the Land Use Policy:

1. Preparing for the New Affordable Housing Law
2. Working with the Conservation Commission – fixing the Resource Protection District
3. Working with the Historic District Commission – helping with clarifications and jurisdiction

The Town Planner discussed having an Ordinance Committee, made up of the chairs of each board that would meet a couple times throughout the year.

5. Public Input Regarding Use of ARPA Funds

Alan Purinton (Day Road)

Would like to see ARPA funds used for setting up the Eureka Center for town meetings and allowing the current meeting room at the Town Office to become office space. Paving the parking lot at the Eureka Center would also help with maintaining the vinyl siding to the building.

6. CIP Requests and 5 Year Plan Discussion

Board discussed the requests for each department and made clarifications before these requests are handed over to the Capital Improvement Plan Committee.

Fire Department – upgrades to the apparatus (Quint Truck) \$125,000

Public Works – discussion on the stream crossing project, should know the cost of the project before town meeting in April of 2023

7. Town Manager's Report:

- Update on Approved ARPA Funded Projects – Expended \$51,017.56 of the \$118,730 approved at the special town meeting. The Town of Durham had a total of \$422,213.87 in ARPA Funds, the remaining funds is \$371,196.31.
- Liability on Public Recreation Activities – MMA/Ice Rink and unimproved land. Any town's property that is unimproved, is protected under the Maine tort claims liability.
- MMA/The town is paying 113% higher than the average town for workman's comp. The town is paying \$96,000 to \$98,000, should be paying \$55,000 per year. What affected this increase:
 - Claims can bring the cost up
 - The Town currently has no return-to-work policy. (Note: The Fire Department has a return-to-work policy.)
 - The longer you remain on workman's comp, the higher the rate.
- The Town Manger is working with MMA to adopt a return-to-work policy. Part of getting that rate down is to let MMA (town's insurer) know that safety is a priority for the Town of Durham. Establish a safety committee – Town Manager meet with the Fire Chief and Road Commissioner, making sure that first incident reports are filed.
- Front Office workload for the past month has increased, mostly due to absentee voting/elections. The Town Clerk struggled to get petitions (certified signatures) completed. Will need to look ahead for the next year on how to help alleviate some of the burden on the town clerk's workload.

8. Consent Agenda

Kevin Nadeau entertains a motion to approve the consent agenda as presented. Josh Klein-Golden motions. Joe Tomm seconds, motion carries 5-0.

9. Upcoming Meeting(s) and Town News:

Board of Selectmen Meeting ~ November 22, 2022 at Town Hall/6:30 pm
Public Input on Additional ARPA Funds

Board of Selectmen Meeting ~ December 13, 2022 at Town Hall/6:30 pm

10. Executive Session Citations: None needed

11. Adjourn

Rich George moves to adjourn, Joe seconds. Motion carries 5-0. Meeting adjourns at 8:39 pm.