



# Town Of Durham

## Board of Selectmen Meeting

### Town Hall

### December 27, 2022

### Meeting Minutes

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#### 1. Call to Order & Establishment of Quorum, Pledge of Allegiance

In attendance: Kevin Nadeau (Chair), Rich George (Vice-Chair), Josh Klein-Golden and Jerry Douglass (Town Manager).

Absent: Todd Beaulieu and Joe Tomm

Guests: Budget Committee Members ~ Allan Purinton, Milton Simon and Jill Gastonguay  
Auditor ~ Jennifer Conners

#### 2. Amendments to Agenda:

Remove Item #6 – Planning Board Chair out sick

#### 3. Public Comments: None

#### 4. Audit Presentation ~ A Financial Overview (Jennifer Conners)

- Timing of Audit
  - Audit performed the week of March 14, 2022
  - Reports issued August 25, 2022
  - Financial Statement Opinion – Unmodified
- Report Required by Government Auditing Standards (GAS)
  - Material weakness related to cash account reconciliations
  - Significant deficiency related to segregation of duties
  - Significant deficiency related to preparation of financial statements and audit adjustments.

#### 5. Amvets Liquor/Catering License Application (Nate Ledger)

- On-premises License is for the basement only
- The Amvets would like to upgrade their rental agreement to allow them to cater events and eliminate BYOB permits.

The Board Chair requested a motion to approve the Amvet Liquor/Catering application. Josh Klein-Golden motions, Rich George seconds. Motion carries 3 – 0.

#### 6. Reports: Fire Chief

- FYI Minimum wage is increasing from \$12.75/hr. to \$13.80/hr. on January 1, 2023.

- On December 23, 2022 the department responded to 15 calls of trees and/or wires down due to the storm. The Fire Department and the Public Works Department worked together to help keep the community safe.
- Responded to a structure fire on Bowie Hill Road – 6 trucks on scene, including Rescue, no injuries to report. The towns of Lisbon, Freeport and Pownal assisted.
- The Lisbon Police Station is the Regional Warming Center during storm and power outages.

**7. Quit Claim Deeds – Considerations on Quit Claim Deed - Tax Obligations Have Been Paid • 128 Old Durham Road – Tax Map 006-114-B**

Kevin Nadeau moves that the town issue a quit claim deed as presented, Josh seconds. Motion carries 3 – 0.

**8. Solid Waste RFP Discussion and Review**

- Contract: July 1, 2023 through June 30<sup>th</sup>, 2026
- The town will put out bids for the new 3-year contract.

The Board Chair requested that the language referring to plastics allowed reflect Appendix A – Plastics 1 – 7.

**9. Town Manager’s Report**

- Fees and Schedules – Working with the Code Enforcement Officer to update
- Held a Meet and Greet with the Budget Committee on Monday, December 19, 2022.
- Making progress with understanding the budget

**10. Consent Agenda:**

- a. Approve minutes from December 13<sup>th</sup>, 2022 SB Meeting
- b. Approve and Sign December 16<sup>th</sup>, December 23<sup>rd</sup>, 2022 Warrant(s) both Payables and Payroll

Josh motions to consent the agenda as presented. Rich seconds. Motion carries 3 – 0.

**11. Upcoming Meeting(s) and Town News:**

Planning Board Meeting – January 4<sup>th</sup>, 2023 at Town Hall at 6:30 pm  
 Selectboard/Budget Committee Meetings – January 10<sup>th</sup> and 12<sup>th</sup> 2023, Eureka Center 6pm

**12. Adjourn**

Rich motions to adjourn, Kevin seconds. Motion carries 3-0. Meeting adjourns at 8:10 pm.