

Received 8/8/25  
11:28 AM Jodi Moore, ATC

Town of Durham  
Board of Selectmen  
Monday, July 21, 2025 at 7:00 p.m.  
3<sup>rd</sup> floor, Town Hall, and Remote via Zoom  
**Meeting Minutes**

Meeting Recording

Passcode: B7m9%E

1. Call to Order  
First Selectman Rea called the Board of Selectmen meeting of Monday, July 21, 2025 to order at 7:00 p.m. Selectman Hennick present, Selectman Chadd absent.
2. Pledge of Allegiance  
First Selectman Rea led with the Pledge of Allegiance.
3. Approval of Agenda  
**MOTION BY FIRST SELECTMAN REA, SECONDED BY SELECTMAN HENNICK, TO APPROVE THE AGENDA WITH THE REMOVAL OF ITEM #15. VOTE: 2 AYE**
4. Public Comment (*open to agenda items only*)  
Rick Parmelee: spoke highly of the Town Treasurer, concerned about any job description revisions, in the past was against a shared position for Economic Development.  
  
Carol Kleeman: thanked the board for the flags on Main Street, expressed traffic issues at intersection at 68/17. First Selectman Rea will bring it to the attention of Department of Transportation.
5. Accept the following Resignation:
  1. Jacob Mattison, D, Economic Development Commission, 12/31/2025  
**MOTION BY FIRST SELECTMAN REA, SECONDED BY SELECTMAN HENNICK, TO ACCEPT WITH GRATITUDE THE RESIGNATION JACOB MATTISON FROM THE ECONOMIC DEVELOPMENT COMMISSION. VOTE: 2 AYE**
6. Accept nominations and vote to fill the following vacancies (per Charter Sec. 2.6):
  1. Building Code of Appeals  
None.
  2. Ethics Commission, Regular, 2028  
None.
  3. Ethics Commission, Alternate, 2028  
None.
  4. Fire Company Trustees, D, 2026  
None.
  5. Historic District Commission, In District, 2025  
**MOTION BY FIRST SELECTMAN REA, SECONDED BY SELECTMAN HENNICK TO APPOINT BROOKS LARDARO TO THE HISTORIC DISTRICT COMMISSION AS AN IN DISTRICT REGULAR MEMBER TO A TERM EXPIRING DECEMBER 2025. VOTE: 2 AYE**
  6. Sustainable Durham, Alternate, 2027  
None.
  7. Town Treasurer, Effective August 1, 2025, filled until the next municipal election November 2025  
**MOTION BY FIRST SELECTMAN REA, SECONDED BY SELECTMAN HENNICK TO APPOINT BRETT EAGLESON AS TOWN TREASURER EFFECTIVE AUGUST 1, 2025, FILLED UNTIL THE NEXT MUNICIPAL ELECTION**  
Discussion: First Selectman Rea gave a brief background on Brett. Brett will begin training with Wendy the next couple weeks and will officially take over the role on August 1<sup>st</sup>. This was confirmed through the Town Attorney.  
**VOTE: 2 AYE**  
  
Brett Eagleson was present and thanked the board for the appointment. He noted his employer will need to give their final blessing before we can take the role.
7. Discuss and take action to approve a charge for the Charter Revision Commission and appoint membership  
First Selectman Rea explained the town received almost 30 applications for Charter Revision Commission. All applicants brought something to the table, and it was hard to narrow down. First Selectman Rea met with Selectman Chadd, as he was unexpectedly not able to attend tonight. Selectman Hennick presented his top candidates. First Selectman Rea presented his

and Selectman Chadd's top candidates. The board agreed to a 7-member board, which allows for 2 public officials.

**MOTION BY FIRST SELECTMAN REA, SECONDED BY SELECTMAN HENNICK TO APPROVE THE CHARGE OF THE CHARTER REVISION COMMISSION AS PRESENTED. VOTE: 2 AYE**

**Charge**

Revise and update Durham Town Charter to produce a perfect, impartial, and ethically-sound legislative tool that institutes practicability, clarity of processes, and transparency of government in a manner that follows prescribed Connecticut General Statutes and fully considers recommendations (including timelines and Charter Section review) by the Board of Selectmen. The commission shall submit its draft report, including the proposed charter, charter amendments or home rule ordinance amendments, to the clerk of the municipality, who shall transmit such report to the appointing authority no later than June 1, 2026.

In addition to any changes that would be appropriate to accomplish the goals set forth in the preceding paragraph, the Board of Selectmen would ask the Charter Revision Commission to consider the following specific items:

- 1) Modernize and update nomenclature and capabilities
- 2) Bring charter up to date with changes in state statute and town policies
- 3) Review and update town positions within the charter (i.e. Health Director/District, Recreation Director, Facilities Director, Finance Director)

**Mission Statement**

Revise and update Town Charter with the objective to:

- 1) Institute practicability/workability
- 2) Improve clarity of processes
- 3) Enhance transparency of government

**Membership**

The Commission shall consist of 7 members who shall be appointed by the Board of Selectmen. The Commission shall have no more than 1/3 members hold public office and no more than a bare majority (5) may be from one political party.

The Committee shall elect its own Chairman, Vice Chairman, and Secretary and shall establish a regular meeting schedule. All records of the Committee shall be filed with the Town Clerk and open to public inspection in accordance with applicable State Statutes. Members shall serve without compensation.

**Members**

Appointed by Board of Selectmen on July 21, 2025. Terms expire upon completion of charge.

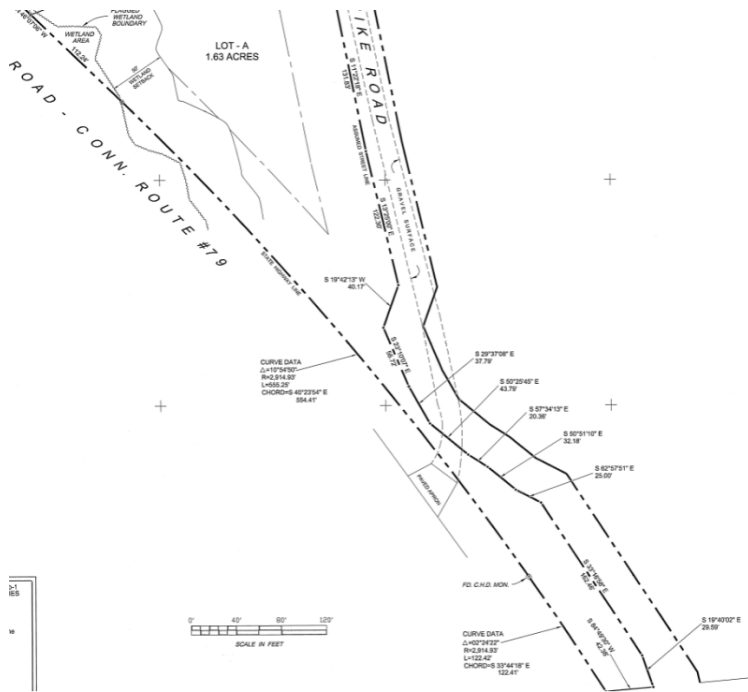
**MOTION BY FIRST SELECTMAN REA, SECONDED BY SELECTMAN HENNICK TO APPOINT THE FOLLOWING TO THE CHARTER REVISION COMMISSION WITH TERMS EXPIRING UPON COMPLETION OF CHARGE:**

**LAURA FRANCIS, R, PUBLIC OFFICIAL  
EILEEN BUCKHEIT, D, PUBLIC OFFICIAL  
MARTIN ANDERSON, D  
AL DIVICINTIS, R  
JOHN BUGAI, R  
CHRISTIAN GODBOUT, U  
MATTHEW LAFAYETTE, D  
VOTE: 2 AYE**

8. Discuss request from Jim and Deborah Mesick for the discontinuation of a small portion of Shunpike Road and to take possible action to recommend an 8-24 review from the Planning and Zoning Commission  
Pat Benjamin, Bascom & Benjamin, LLC Land Surveying and Civil Engineering, was in attendance to present on behalf of the Mesick's. Mr. Benjamin explained the Mesick's are looking for approval to discontinue 301 ft at the southern end of Shunpike Road with a lot line revision to the existing right of way. The road current cuts across a small portion of their property. Mr. Benjamin presented a map (below) and explained the history of the property. With this approval, it would convey the discontinued portion to the Town of Durham and Shunpike Road would completely be in the towns right of way.

Next steps are sending to Planning and Zoning Commission for an 8-24 review. If approved by Planning and Zoning, it will come back to the board to be added to a future Special Town Meeting (possibly Annual Town Meeting in October).

**MOTION BY FIRST SELECTMAN REA, SECONDED BY SELECTAN HENNICK TO RECOMMEND AN 8-24 REVIEW FROM THE PLANNING AND ZONING COMMISSION FOR THE DISCONTINUATION OF A SMALL PORTION OF SHUNPIKE ROAD AS REQUESTED BY JIM AND DEBORAH MESICK. VOTE: 2 AYE**



9. Discuss and take action to approve a request from the Library Director to dispose of (2) offices desks per the Surplus Property Disposition Policy

**MOTION BY FIRST SELECTMAN REA, SECONDED BY SELECTMAN HENNICK TO APPROVE A REQUEST FROM THE LIBRARY DIRECTOR TO DISPOSE OF (2) OFFICES DESKS PER THE SURPLUS PROPERTY DISPOSITION POLICY.**

**VOTE: 2 AYE**

10. Discuss feedback from Public Hearing

First Selectman Rea discussed the feedback from the Public Hearing. No comments were provided on the solar panel agreement. He noted two members of the public felt that it could be beneficial that Durham kept a lower building fee and one member of the public felt residents might not apply for permits because of the increased fees. First Selectman Rea noted the increase is \$10. The board agreed to move forward and add both items to the Town Meeting agenda.

11. Approve a date, time, location and Call to Special Town Meeting

**MOTION BY SELECTMAN HENNICK, SECONDED BY FIRST SELECTMAN REA, TO SET A DATE OF MONDAY, AUGUST 18, 2025, AT 8:00 P.M., ON THE THIRD FLOOR OF TOWN HALL FOR A SPECIAL TOWN MEETING TO CONSIDER THE FOLLOWING ITEMS:**

1. To elect one member to the Durham-Middlefield Interlocal Agreement Advisory Board, said term to expire June 30, 2027
2. To elect one member to a five-year term on the Compensation Review/Personnel Policy Board expiring 2029
3. To fill 1 vacancy for the term expiring 2028 on the Compensation Review/Personnel Policy Board
4. [To amend the towns existing Building and Building Regulations Ordinance, § 6-1 Building permit fees](#)
5. To enter into a Tax Payment Agreement between the Town of Durham and Greenskies Clean Energy, LLC for the electric generating facility located at 141 Middlefield Road pursuant to CGS 32-71a(a) with a term of 20 years and annual payments of \$10,000 per megawatt and that the First Selectman is authorized to execute the same on behalf of the Town
6. To transfer \$143,000 from #8413105-57602 Revaluation Reserve to #9413105-57602 CIP Assessor Revaluation for the 2025 revaluation as recommended by the [Board of Finance at their July 8, 2025 meeting](#)
7. To transfer \$32,000 from #8415305-53010 Planning & Zoning, Plan of Conservation and Development Reserve to #9415305-57600 CIP Planning & Zoning, Plan of Conservation and Development to enter into agreement with Tyche Planning & Policy Group to assist in a comprehensive revision and update as recommended by the [Board of Finance at their July 8, 2025 meeting](#)

**VOTE: 2 AYE**

12. Local Traffic Authority:

1. Birch Mill Road Update

First Selectman Rea explained the wetlands area was flagged by a Wildlife Biologist Registered Soil Scientist and Wetland Scientist from Davison Environmental, LLC. The chair of Inland Wetlands & Water Courses Agency walked the flagged area with the Wetland Enforcement Officer and felt there were unflagged areas, although this area should not influence the shoulder of the road where the board is proposing to add parking spots. Next steps include putting together an application for Inland Wetlands to review.

2. Speed Feedback Sign Program Agreement

First Selectman Rea explained the CT T2 Center at UCONN acquired new speed signs for towns at no cost. The signs can be used on local roads and T2 will train staff and Resident State Trooper on how to operate and download feedback. The town will receive two signs.

**SELECTMAN HENNICK, SECONDED BY FIRST SELECTMAN REA TO ENTER INTO A SPEED FEEDBACK SIGN PROGRAM AGREEMENT WITH CT TRAINING & TECHNICAL ASSISTANCE CENTER (T2 CENTER) AT THE UNIVERSITY OF CONNECTICUT. VOTE: 2 AYE**

13. Request from the Tax Collector for approval of the annual tax abatement for Trinity Corporation per Special Town Meeting dated 3/1/1993

**MOTION BY FIRST SELECTMAN REA, SECONDED BY SELECTMAN HENNICK TO APPROVE THE ANNUAL TAX ABATEMENT FOR TRINITY CORPORATION PER SPECIAL TOWN MEETING DATED 3/1/1993. VOTE: 2 AYE**

14. Approval of Tax Refunds

**MOTION BY FIRST SELECTMAN REA, SECONDED BY SELECTMAN HENNICK TO APPROVE (6) TAX REFUNDS TOTALING \$362.09 AS PRESENTED BY THE TAX COLLECTOR. VOTE: 2 AYE**

15. Approval of Meeting Minutes:

1. June 23, 2025

Tabled for next meeting.

2. July 2, 2025

Tabled for next meeting.

16. Old/New Business

First Selectman Rea spoke about the following Old/New Business:

1. The Public Safety sign located in front of the house at 37 Main Street will be removed. After speaking with Department of Transportation, the original encroachment permit location was incorrect. First Selectman Rea spoke with Kyle Backus, who installed the sign for his Eagle Scout project. Although it is disappointing, Kyle offered to mentor a scout on a similar project in the future. The board thanked Kyle and agreed it was an unfortunate situation.
2. Town Clerk Nicole Charest attended a week-long New England Municipal Clerks Institute and Academy last week. This was their third and final year of continuing professional education and development. The week ended with a graduation ceremony. Congrats to Nicole.
3. Pickett Lane sidewalks are nearly complete, the road has re-opened. Next steps are safety markings will be reinstalled.
4. The Public Works Department is hard at work preparing for chip seal. The board thanked them for their hard work.

17. Selectmen Comments

None.

18. Public Comment (open to non-agenda items)

Roger Kleeman: felt ruts in the lawn at Strong School should be fixed by the sidewalk contractor, questioned how guardrail locations in town are chosen, surprised to see the reval and plan of conservation on the Town Meeting call we both projects are already underway.

Rick Parmelee: happy to see the town working with Hard Hat, felt the town could be more business friendly with lower building fees, assessor data information was not correct, generally not in favor of discontinuance of roads, reiterated that the budget was not presented at the Annual Budget Meeting.

19. Adjournment

Meeting adjourned at 7:45 p.m.,

Respectfully submitted,

Jaclyn Lehet