

2021/2022 Select Board Retreat Workshop Agenda\

Readfield Town Hall

August 2, 2021 - 4:00 PM to 8:00 PM

Board may elect to adjourn early

Please Note: *Pizza, drinks, and chips will be provided and we ask that participants and attendees bring a desert to share.*

4:00 **Opening thoughts on outcomes, agenda adjustments and ground rules**

4:10 **Opportunity for attending public input**

4:20 **Town Manager's thoughts**

4:30 **Reflections**

- A look back on 2020/2021 goals (See appendix A)
- Thoughts on what we could have done better
- Selecting goals to be continued
- Major events that may affect goal considerations including coronavirus

5:15 **Considerations**

- Carryover goals
 - Those not completed, evaluate and justify continuance Multi-year in progress, reassess resources
- New and revised goals (See appendix B)
- Ordinance priorities (See Appendix C)
- Policy priorities
- Other initiatives

6:15 **Dinner break**

6:45 **Aspirations**

- Where do we want to end up? 2021/2022? 2023? 2024 and beyond?
- How do we get there?
- New goallist
- Expectations of each other

7:15 Opportunity for attending public observations (up to 15 minutes total)

7:30 **Commitments**

- Goal refinement
- Goal detailing

8:00 ***Thank you, the work now begins!***

Appendix A Readfield, Maine Select Board Goals 2020/2021 Report

Summary Overview

The Readfield Select Board convened with all members present in open workshop session at its Annual Retreat on September 8, 2020 to collaboratively develop goals to focus on during the 2020/2021 fiscal year. Some goals are a continuation of prior year work with additional focus and some objectives are of a multi-year nature. The eight goals in summary form are:

- Review, revise, draft governance documents as needed
 - Continue a multiyear effort to bring high quality broadband service to town
 - Finalize a solar energy plan for town facilities
 - Further investigate Church Road sidewalk approaches
 - Set budgetary and structure direction regarding Parks and Recreation
 - Support a two-year Comprehensive Plan update
 - Determine Salt and Sand Shed repair or replacement plan
 - Review Pension Plan to improve plan for employee participation/retention
-

Retreat Report

The Board discussed thoughts on desired outcomes, invited the Town Manager's input and reviewed the nine 2019/2020 year goals.

Goals from 2019/2020 that were completed or can now be considered as integrated into ongoing town operations were:

- The bond financed buildings project is considered largely complete pending some finalization
- A Marijuana Establishments Ordinance, adopted by the public, is being operationally finalized
- A Food Sovereignty Ordinance was adopted by the public
- We reviewed elder tax program alternatives; current resources will be better promoted

Goals understood to be multi-year, to be refined, or to be continued into 2020/2021 included:

- Review, revise, draft governance documents as needed
- On renewable energy finalize a solar energy plan for town facilities
- Continue our multiyear effort to improve high quality broadband access
- Continue pursuing a sidewalk for lower Church Road and consider alternatives
- Refine our approach to Parks and Recreation, including the town beach

The Board discussed a number of topics and added the following items to its list of goals:

- Support a two-year Comprehensive Plan update
- Determine Salt and Sand Shed repair or replacement plan
- Review Pension Plan to improve plan for employee participation/retention

The board discussed the goals in detail including resources, specifics, intentions, and priorities. We set expectations and a detailed list with that information follows on page two.

1 Review, revise, or draft selected governance documents in 2020/2021 as needed including but not restricted to those below. This generally involves various Board members and staff as needed throughout the forthcoming year. We will continually define and refine the priority documents as the year proceeds.

- Solar land use
- Fire Department
- Mass Gatherings
- Firearms

The proceeding four were discussed briefly and are mentioned in this report as probable initial governance documents to consider reviewing.

- Devise a schedule of policy/ordinance review on a quarterly basis (Dennis)
- Select Board policies and bylaws unified into a single set of bylaws (Bruce, 2020)

2 Finalize or determine a new direction for a solar energy approach proposal to address town facilities energy consumption per the 2019 Town Meeting authorization (Full Board, 2021)

3 Continue investigating high quality broadband solutions for Readfield residents both year-round and seasonal. This is a multiyear project and an expectation for the coming year would be to outline or produce an initial plan or plans for broad input, discussion, and public direction. (Kathryn, Bruce, Ralph, Eric, 2021-22)

4 Investigate alternative approaches, designs, and financing for a lower Church Road sidewalk while continuing to apply for DOT project support. This may involve some engineering upon checking budget authority, detailing recommendations, or consideration as a part of an improvements bond. This remains a multiyear goal but with an emphasis on faster completion. (Full Board, 2021-22)

5 Set budgetary and structure support to address the town's long-term direction regarding Parks and Recreation with full inclusion of the beach as being available to all residents. (Dennis and Bruce – 2021)

6 Support a two year Comprehensive Plan update process being facilitated by KVCOG. (Full Board, Planning Board, Committee to be established, 2022)

7 A Salt and Sand Shed repair or replacement plan to be completed in two years, determine structure with necessary engineering after checking budget authority. (Eric, 2022)

8 Review the Employee Pension Plan with a goal of revising or devising an improved plan for employee participation/retention if feasible. Engage the union as appropriate. (Ralph, Chris, Theresa, 2021)

Appendix B: Goal Setting Notes, A Personal Perspective

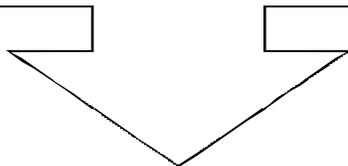
This is intended to be a possible tool for self-advance consideration of refining goals and is not necessary to share.

What do I want (us) to accomplish?

Common Goals
To Propose

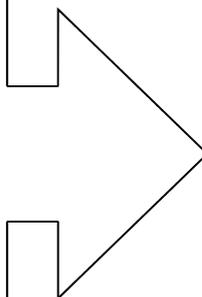
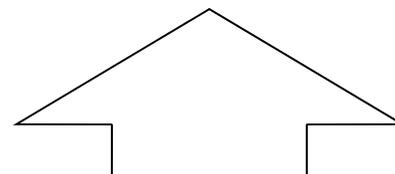
Consider:
Benefits?
Barriers?
Resources?

“Smart” Goals?
Specific
Measurable
Achievable
Relevant
Time-bound

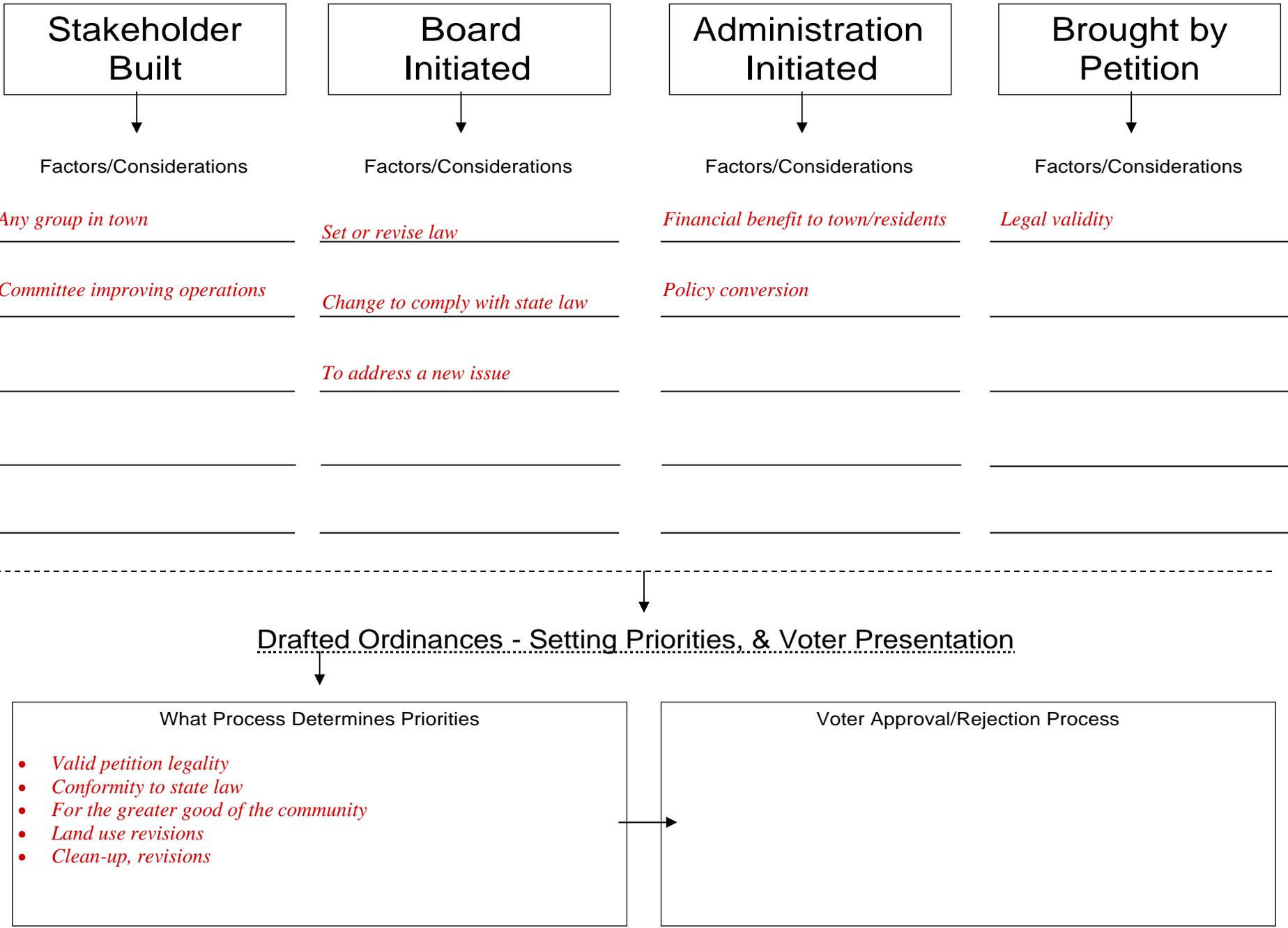


What do I think (we) need to accomplish?

What do I think is realistic for (us) to accomplish?



Appendix C - Ordinance Pathways



Appendix C—Ordinance Pathways

**Stakeholder
Built**



Factors/Considerations

**Board
Initiated**



Factors/Considerations

**Administration
Initiated**



Factors/Considerations

**Brought by
Petition**



Factors/Considerations



Drafted Ordinances - Setting Priorities, & Voter Presentation



What Process Determines Priorities



Voter Approval/Rejection Process