

**Readfield Select Board
Regular Meeting
Agenda**

March 9, 2015

Meeting starts: 6:15 PM

Location: Gile Hall

Executive Session: Personnel Matters – 1 M.R.S.A. §405 (6) (A)

Pledge of Allegiance

1. **Minutes:** Select Board meeting minutes of January 12, February 23 & 26, 2015 - 5 minutes
2. **Warrant: #18** – 5 minutes

Communications – 30 minutes

3. Select Board communications
4. Town Manager
5. Boards, Committees, Commissions & Departments

Appointments/Reappointments: none pending

Unfinished Business:

6. Secret ballot: draft articles/questions – 20 minutes
 - a. Select Board votes printed on question
7. Regional fuel purchase agreement - 5 minutes
8. Trail easements criteria: final reading – 5 minutes
9. Town Manager search process – 5 minutes

New Business:

10. Spirit of America Awards– 10 minutes
11. Legal Council – 15 minutes
12. Budget Survey – 5 minutes
13. Governmental Television Station, Job Description – 10 minutes
14. Review of letters/ emails from residents – 15 minutes
 - a. Deb Doten
 - b. Kathryn Woodsum
 - c. Milton Wright
15. Other (if needed)

Public Communications:

16. Members of the public may address the Select Board on any topic – 15 minutes

Executive Session: Personnel Matters – 1 M.R.S.A. §405 (6) (A)

Adjournment

Minutes

Select Board Minutes for 01/12/2015

Select Board attendees: Sue Reay, Valarie Pomerleau, Greg Durgin, Tom Dunham and Allen Curtis

Public attendees: Larry and Sharon Dunn, Lenny Reay Jr., Henry Whittemore, David Linton, Fran Zambella, John Parent, Gene Murray, John Stanley, Gene Carbona, Karen Peterson, Grace Keene, Milt Wright, John and Marianne Perry, Peter Davis, Deborah Peale.

1. Minutes

Motion by Allen Curtis, second by Tom Dunham to accept the minutes of 12/15/14 with noted modifications. **Vote:** 4 – 0 – 1 (Pomerleau abstained due to absence).

Motion by Tom Dunham, second by Greg Durgin to table consideration of the minutes of 12/29/14 until the next meeting due to the number of changes and need for a clean copy. **Vote:** 5 – 0.

2. Warrant #14

Motion by Greg Durgin, second by Allen Curtis to approve Warrant #14 in the amount of \$35,524.96. **Vote:** 5 – 0 .

3. Select Board communications – no motions.

4. Town Manager communications

Motion by Sue Reay, second by Valarie Pomerleau to create a budget input survey for the website, and print hard copies to be available at the Town Office, Library, Transfer Station and in the Messenger (with deadline for Messenger of Jan. 23rd). **Vote:** 5 – 0.

5. Boards, Committees and Commissions

Motion by Sue Reay, second by Greg Durgin to regretfully accept Dave Glidden's resignation from the Public Works ad hoc committee. **Vote:** 5 – 0. Robin Lint will post an opening on this committee tomorrow.

6. Budget categories review – no motions.

7. Overtime update – no motions.

8. Discussion with resident John Parent

Sue Reay recused herself from the discussion. Valarie Pomerleau chaired the discussion. The Board talked extensively with John Parent and other residents. There were no motions. Ms. Pomerleau concluded by asking all members of Town committees to make sure they're acting in good faith in an unbiased way.

Select Board Minutes for 01/12/2015

9. Annual Chairs Meeting Policy – no motions but several changes noted on policy to be reviewed at next meeting.

10. Pre-holiday Closings Policy – reviewed and made no changes.

11. Parking Ordinance – will review effective date and date of SB approval at next meeting.

12. Warrant article petition policy – Allen Curtis and Greg Durgin will redraft this.

13. Ordinance regulating the Fire Department – no changes proposed yet for Town Meeting consideration.

Motion by Greg Durgin, second by Tom Dunham to extend the meeting to 9:15 PM. **Vote:** 5 – 0.

14. Other – reviewed “SB Dates to Remember” from Sue Reay. No motions.

15. Public communications-Extensive discussion between SB and residents Gene Carbona and Lenny Reay.

Motion by Greg Durgin, second by Allen Curtis to extend the meeting to 9:30 PM. **Vote:** 5 – 0.

More discussion with Select Board and resident Carbona.

Motion by Allen Curtis, second by Greg Durgin to extend the meeting to 9:45 PM. **Vote:** 5 – 0.

More discussion between Select Board and residents David Linton, Sharon Dunn, Fran Zambella, and Marianne Perry,

Motion by Sue Reay, second by Allen Curtis to enter executive session pursuant to M.R.S.A. Title 1, section 405, 6A for a personnel discussion with the Town Manager. **Vote:** 5 – 0.

The Select Board entered executive session at 9:55 PM.

The Select Board left executive session and reconvened in open public session at 10:55 PM.

No motion, but there was Select Board consensus to arrange a conference call with legal counsel, Lee Bragg for 4:30 PM on Tuesday, January 13, 2015.

Sue Reay adjourned the meeting at 10:56 PM.

Recorded by Stefan Pakulski, Town Manager

**Readfield Select Board
Regular Meeting Minutes February 23rd, 2015**

Select Board members present: Valarie Pomerleau, Sue Reay, Greg Durgin, Allen Curtis, Thomas Dunham
Others attending: Shannon Gould, Kristie Hutchinson (PEG TV), Teresa Shaw (Interim Town Manager), Robin Lint (Town Clerk), Elaine & John Stanley, Ann & Gary Keilty, Kathryn Mills Woodsum, Christine Sammons, John Parent, Pete Davis, Milton Wright, Grace Keene, Lenny Reay, Sandra Rourke, Pamela Osborn, Gene Carbona, Francis Zambella, Henry Whittemore, Lorraine Wagner and Lawrence Dunn.

The meeting was called to order at 5:32 pm by Sue Reay, Chair. The Pledge of Allegiance was made.

(1) Minutes:

- **Motion** by Mr. Durgin to accept the minutes of 2/9/15 as amended, **second** by Ms. Pomerleau; **vote** 3-0 in favor with Mrs. Reay and Mr. Curtis abstaining because they were not present at the 2/9/15 meeting.

(2) Warrant: The warrant was reviewed by Ms. Pomerleau. **Motion** by Mr. Durgin to accept warrant #17 in the amount of \$57,550.14, **second** Ms. Pomerleau; **vote** 4-1 in favor with Mr. Curtis opposing.

(3) Select Board communications and goals update:

- Mrs. Reay said she wanted to disclose giving her son permission to use Reay Excavations loader during the last storm because the town contractor's loader had broken down.
- Mrs. Reay also mentioned that Mr. Curtis will be attending the February 25th RSU #38 meeting. The whole board will be attending the RSU meeting on March 4th.
- Mrs. Reay said the last day for Spirit of America nominations is Friday, February 27th.
- Mrs. Reay reminded the public that the board will be holding Public Informational Meetings on the Town Meeting ballot at 6 pm on March 5th and March 12th. Mrs. Reay asked Mrs. Shaw to help research a moderator for the meeting.
- Ms. Pomerleau reported that she attended the Friends of the Library Cribbage and Scrabble Event. Ms. Pomerleau reported that about 25 participants attended.
- Mr. Dunham announced that just because he was on the board that he had not given up his right to research or investigate options in different matters. Mr. Dunham said he has had a discussion with Steve Langsdorff about becoming legal counsel for the Town of Readfield and Mr. Langsdorff said he would be willing to do it per his last bid. Mr. Dunham requested that this item be put on a future agenda.

(5) Boards, Committees, Commissions & Departments: Mr. Carbona, Vice Chair and Board Secretary for the Public Works Adhoc Committee reported that the Public Works Adhoc Committee voted and requested that the Select Board disband the Committee.

Motion by Mr. Dunham to disband the Public Works Adhoc Committee, **second** Mr. Durgin; **vote** 5-0 in favor.

(6) Secret Ballot and Notes: The following motions and votes were taken on the secret ballot:

- **Salaries Article:** **Motion** by Mr. Durgin to accept Salaries article as read, **second** Ms. Pomerleau; **vote** 5-0 in favor.
- **Taxes Payable & Interest Rate Article:** **Motion** by Mr. Durgin to accept **Taxes Payable & Interest Rate** article as read, **second** Ms. Pomerleau; Mrs. Reay made a motion to amend adding "pending putting in the interest rate". Amendment **seconded** by Ms. Pomerleau; **vote** on amendment 5-0 in favor, **vote** on original motion 5-0 in favor.
- **Payable Interest Article:** **Motion** by Mr. Durgin to accept **Payable Interest** article as read with "pending putting in the interest rate", **second** Ms. Pomerleau; **vote** 5-0 in favor.

- **Accept Payment on Taxes Article: Motion** by Mr. Durgin to accept **Accept Payment on Taxes** article as read, **second** Ms. Pomerleau; **vote 5-0** in favor.
- **Contracts & Leases Article: Motion** by Mr. Durgin to accept **Contract & Leases** article as read, **second** Ms. Pomerleau; **vote 5-0** in favor.
- **Sale of Surplus Property, Equipment & Tools: Motion** by Mr. Durgin to accept **Sale of Surplus Property, Equipment & Tools** article as read, **second** Ms. Pomerleau; **vote 5-0** in favor.
- **Gifts & Donations Article: Motion** by Mr. Durgin to accept **Gifts & Donations** article as read, **second** Ms. Pomerleau; **vote 5-0** in favor.
- **General Government Article: Motion** by Mr. Durgin to accept **General Government** article as read, **second** by Ms. Pomerleau; **vote 0-5**, motion fails. **Motion** by Mr. Durgin to accept **General Government** article as read, with the changes of total budget \$452,076, changing totals in Administration to \$299,370, CEO/LPI/BI to \$21,746 and Boundaries to \$2,500. **Second** by Ms. Pomerleau; **vote 5-0** in favor with new numbers.
- **Boards & Commissions Article: Motion** by Mr. Durgin to accept **Boards & Commissions** article as read, **second** by Ms. Pomerleau; **vote 0-5** motion fails. Tabled until answers on the Conservation Commission equipment are worked out.
- **Buildings Operations & Maintenance Article: Motion** by Mr. Durgin to accept **Buildings Operations & Maintenance** article as read, **second** Ms. Pomerleau; **vote 5-0** in favor. Read with \$35,708 for a total after removing \$2,000 from the Gile Hall account for cameras.
- **Community Services Article: Motion** by Mr. Durgin to accept **Community Services** article as read, **second** Ms. Pomerleau; **vote 5-0** in favor. Read with \$59,122 for a total after removing \$500 from the Street Lights account.
- **Cemetery Maintenance Article: Motion** by Mr. Durgin to accept **Cemetery Maintenance** article as read, **second** Ms. Pomerleau; **vote 5-0** in favor. Read with \$36,110 for a total.
- **Beach & Recreation Article: Motion** by Mr. Durgin to accept **Beach & Recreation** article as read, **second** Ms. Pomerleau; **vote 5-0** in favor. Read with \$18,066 for a total.
- **Heritage Days Article: Motion** by Mr. Durgin to accept **Heritage Days** article as read, **second** Ms. Pomerleau; **vote 4-1** in favor with Mr. Curtis voting against. Read with \$10,000 for a total.
- **Community Park Article: Motion** by Mr. Durgin to accept **Community Park** article as read, **second** Ms. Pomerleau; **vote 3-2** in favor with Mr. Curtis and Mr. Dunham voting against. Read with \$306 for a total.
- **Trails Committee Article: Motion** by Mr. Durgin to accept **Trails Committee** article as read, **second** Ms. Pomerleau; **vote 1-4** motion fails with Mr. Durgin the only one voting in the positive. Read with \$2,576 for a total.
- **Protection Department Article: Motion** by Mr. Durgin to accept **Protection Department** article as read, **second** Ms. Pomerleau; **vote 5-0** in favor. Read with \$153,165 for a total.
- **Roads & Drainage Article:** Tabled, waiting on confirmation numbers for Summer Road account.
- **Capital Improvements Article:** Tabled, waiting for new articles separating Fairgrounds Athletic Fields and Transfer Station into one article and Equipment and Maranacook Lake Dam into another.
- **Solid Waste Department Article: Motion** by Mr. Durgin to accept **Solid Waste Department** article as read, **second** Ms. Pomerleau; **vote 5-0** in favor. Read with \$256,195 for a total after removing \$2,000 from the Transfer Station line for cameras.
- **Regional Assessments Article: Motion** by Mr. Durgin to accept **Regional Assessments** article as read, **second** Ms. Pomerleau; **vote 3-2** in favor with Mr. Durgin and Mrs. Reay voting in the negative. Read with \$305,930 for a total.
- **Debt Service Article: Motion** by Mr. Durgin to accept **Debt Service** article as read, **second** Ms. Pomerleau; **vote 5-0** in favor. Read with \$285,117 for a total.

- **Snowmobile Club Article: Motion** by Mr. Durgin to accept **Snowmobile Club** article as read, **second** Ms. Pomerleau; **vote 5-0** in favor.
- **Central Maine Agency on Aging Article: Motion** by Mr. Durgin to accept **Central Maine Agency on Aging** article as read, **second** Mr. Dunham; **vote 4-1** in favor with Ms. Pomerleau voting in the negative. Read with \$1,441 for a total.
- **Kennebec Behavioral Health Article: Motion** by Mr. Durgin to accept **Kennebec Behavioral Health** article as read, **second** Ms. Pomerleau; **vote 4-1** in favor with Ms. Pomerleau voting in the negative. Read with \$1,000 for a total.
- **Family Violence Article: Motion** by Mr. Durgin to accept **Family Violence** article as read, **second** Ms. Pomerleau; **vote 4-1** in favor with Ms. Pomerleau voting in the negative. Read with \$1,312 for a total.
- **Courtesy Boat Inspection Article: Motion** by Mr. Durgin to accept **Courtesy Boat Inspection** article as read, **second** Ms. Pomerleau; **vote 4-1** in favor with Ms. Pomerleau voting in the negative. Read with \$2,250 for a total.
- **Sexual Assault Agency Article: Motion** by Mr. Durgin to accept **Sexual Assault Agency** article as read, **second** Ms. Pomerleau; **vote 4-1** in favor with Ms. Pomerleau voting in the negative. Read with \$910 for a total.
- **30 Mile River Article: Motion** by Mr. Durgin to accept **30 Mile River** article as read, **second** Ms. Pomerleau; **vote 4-1** in favor with Ms. Pomerleau voting in the negative. Read with \$231 for a total.
- **Enterprise Fund Article: Motion** by Mr. Durgin to accept **Enterprise Fund** article as read, **second** Ms. Pomerleau; **vote 5-0** in favor. Read with \$10,000 for a total.
- **Revaluation Article: Motion** by Mr. Durgin to accept **Revaluation** article as read, **second** Ms. Pomerleau; **vote 4-1** in favor with Mr. Curtis voting in the negative. Read with \$5,000 for a total.
- **General Assistance Article: Motion** by Mr. Durgin to accept **General Assistance** article as read, **second** Ms. Pomerleau; **vote 5-0** in favor. Read with \$4,710 for a total.
- **Overdrafts Article: Motion** by Mr. Durgin to accept **Overdrafts** article as read, **second** Ms. Pomerleau; **vote 5-0** in favor.
- **Cemetery Trust Funds Article: Motion** by Mr. Durgin to accept **Cemetery Trust Funds** article as read, **second** Ms. Pomerleau; **vote 5-0** in favor.
- **Expenditure of Revenues Article: Motion** by Mr. Durgin to accept **Expenditure of Revenues** article as read, **second** Ms. Pomerleau; **vote 5-0** in favor.
- **Revenues Article: Motion** by Mr. Durgin to accept **Revenues** article as read, **second** Ms. Pomerleau; **vote 4-1** in favor with Mrs. Reay voting in the negative. Read with a total of \$912,103 taking \$10,000 from the State Revenue Sharing line and putting \$10,000 in the Motor Vehicle Excise Tax line.
- **Tax Acquired Property Article: Motion** by Mr. Durgin to accept **Tax Acquired Property** article as read, **second** Ms. Pomerleau; **vote 5-0** in favor.
- **Waiver of Foreclosure Article: Motion** by Mr. Durgin to accept **Waiver of Foreclosure** article as read, **second** Ms. Pomerleau; **vote 5-0** in favor.
- **Increase line item by 5% Article: Motion** by Mr. Durgin to accept **Increase line item by 5%** article as read, **second** Ms. Pomerleau; **vote 4-1** in favor with Mrs. Reay voting in the negative.
- **Emergencies Article: Motion** by Mr. Durgin to accept **Emergencies** article as read, **second** Ms. Pomerleau; **vote 5-0** in favor.
- **Miscellaneous Fees Article: Motion** by Mr. Durgin to accept **Miscellaneous Fees** article as read, **second** Ms. Pomerleau; **vote 4-1** in favor with Mr. Curtis voting in the negative.
- **Land Use Ordinance Article: Tabled**
- **Trails Agreements/Easements Article: Tabled**
- **Union House Trail Agreement Article: Tabled**
- **Acceptance of New Town Roads Article: Motion** by Mr. Durgin to accept **Acceptance of New Town Roads** article as read, **second** Ms. Pomerleau; **vote 5-0** in favor.

- **Firearms Ordinance Article:** Tabled
- **Fire Department Ordinance Article:** Tabled
- **Tax Levy Article:** Tabled
- **Reduce the Total Tax Commitment Article:** Motion by Mr. Durgin to accept **Reduce th Total Tax Commitment** article as read, **second** Ms. Pomerleau; **vote** 0-5 motion fails. Will revisit this article.
- **Administration Ordinance Article:** Tabled
- **Town Meeting Vote Article:** Motion by Mr. Durgin to accept **Expenditure of Revenues** article as read, **second** Ms. Pomerleau; **vote** 5-0 in favor.

(8) Trail Easements Criteria-2nd reading: Tabled

(9) Foreclosure: No action

(10) Town Manager Search: No action taken because of the busy schedule getting ready for the town meeting secret ballot and the public informational meetings.

Mr. Curtis wanted things to move along and not wait.

Motion by Allen Curtis to have the Select Board form a Town Manager's Selection Committee, the basic charge of a search committee is to generate a strong pool of candidates and advise the Town of Readfield Select Board of those candidates best qualified to meet the needs of the Town of Readfield, these duties shall be accomplished in a professional and timely manner and the search committee members should participate in the recruitment, interviewing, screening and evaluation of applicants, in addition, a clerical support person will be included as a non-voting member, and a budget of not to exceed \$750.00 will be at the disposal of the committee for clerical and advertisement processing. This amount of money will be funded by an account determined by the Readfield Select Board. The Town of Readfield Select Board will appoint 9 members of the search committee and the membership will be; 2 Select Board Members, 4 Readfield residents, (skills in hiring process required), 2 members/chair from boards, committees and commissions, 1 town employee-preferably town resident, and the select board will advertise for positions and interview all candidates who volunteer prior to appointment to the committee, the only exception will be the two select board members, they will be selected by the board and the composition of the committee should serve to advance the Town of Readfield's commitment to the principles of diversity and equal employment opportunity and the committee will serve until a contract is signed with a town manager. **Second** by Mr. Dunham. **Vote** 1-4 motion fails with Mr. Curtis the only one voting in the positive.

(11) Regional Fuel Purchase Agreement: Tabled with a few questions. Why didn't the purchases go with Fabian since they had the lowest bid? Mrs. Shaw said the pay time frame did not work because it was 14 days.

(12) Road Budget Breakdown: This was done when discussing the Summer Road Budget earlier.

(13) Fire Department Ordinance: Motion by Mr. Dunham to approve the Fire Department Ordinance as presented with the corrections, **second** by Mr. Durgin. **Vote** 5-0 in favor.

(14) Firearms Ordinance: Tabled till a new map can accompany the ordinance.

(15) Administrative Ordinance: Add on the top of the ordinance a purpose: "The purpose of this ordinance is to give authorization of powers and duties of the board of selectpersons to manage the following non-budgetary items". Mrs. Reay checked with legal on the ordinance and 1.5, 1.6 and 1.7 should be removed. This item was tabled pending a clean copy.

(16) Trails Easement: Tabled

(17) Outstanding Tax Due Policy: This is an annual renewal with no changes made to the policy. **Motion** by Mrs. Reay to approve the "Outstanding Tax Due Policy", **second** Mr. Dunham; **vote** 5-0 in favor.

(18) Agreement on appropriate bargaining unit: Town Clerk, Mrs. Lint, asked the Select Board to agree to let her become part of the unionized employees. Mrs. Lint is the only full time employee that was left out of the union twice by decision of the Maine Labor Board process. Mrs. Lint presented two ways the board could allow her to join the union expressing her desire to be treated the same way all other full time town employees would be with the exception of the town manager who will be a contract position.

Motion by Mr. Durgin to allow Robin to be in the union by filing the MLRB Form 1 with the Maine Labor Board, **second** by Mr. Dunham. **Vote** 1-4 motion fails with Mr. Durgin being the only one voting in the positive.

(19) Review of letters/emails from residents: The Board discussed briefly how they were going to address the letters and e-mails from residents. This item will be up for discussion again at the next meeting.

(20) Public Communication:

- Mrs. Stanley was worried about parking for the public information meetings coming up and should the meeting be moved. This is the only place to have the meeting live and televised.
- Mr. Stanley said the board has violated their own communication policy and there is no enforcement of the policy. Mr. Stanley felt since there is no enforcement that the people are losing respect for the board.

Mrs. Reay adjourned the meeting at 11:28pm

Recorded by Robin Lint

Town of Readfield – SELECT BOARD

MINUTES

02/26/2015

4:30 PM

TOWN OFFICE

MEMBERS PRESENT	Sue Reay, Valarie Pomerleau, Allen Curtis, Thomas Dunham
MEMBERS ABSENT	Greg Durgin
MEETING TYPE	SELECT BOARD MEETING
NOTE TAKER	Tina L. Cagle
ATTENDEES	Interim Town Manager, Theresa Shaw, Town Clerk, Robin Lint, John Parent, Deb Doten, Kathryn Mills Woodsum

Agenda topics

#1 WARRANT #17A REVIEW	
DISCUSSION	1) Review of warrant.
MOTION	Motion by Chairperson Reay to approve Warrant 17A
SECOND	Second by Selectperson Pomerleau
PASS/FAIL	Motion passes: 4-0
TAKEN OUT OF ORDER	
#3 MUNICIPAL RESOURCES INC. PROPOSAL	
DISCUSSION	1) Why is the Board spending \$1000 on this study when the new town manager will be doing the same thing? 2) All the Select Board members will be available to MRI, Inc. when they are here evaluating.
MOTION	Motion by Selectperson Curtis to have Chairperson Reay contact MRI, Inc. with the dates of 04/07, 04/14, 04/21, 04/28.
SECOND	Second by Selectperson Pomerleau
PASS/FAIL	Motion passes: 4-0
TAKEN OUT OF ORDER	
#4 TRAILS EASEMENT CRITERIA	
DISCUSSION	1) 2 nd Reading 2) Easements are forever and will effect owners of said properties for 100's of years. 3) Agreements can be renegotiated and/or cancel and/or changed at any time. 4) 3 rd draft will be read at next meeting
TAKEN OUT OF ORDER	
#6 FIREARMS ORDINANCE	
DISCUSSION	1) Final Reading
MOTION	Motion by Chairperson Reay to insert the amended Firearms Ordinance on the Warrant for June 9, 2015.
SECOND	Second by Selectperson Curtis
PASS/FAIL	Motion passes: 4-0
TAKEN OUT OF ORDER	
#7 ADMIN ORDINANCE	
DISCUSSION	1) Final Reading
MOTION	Motion by Chairperson Reay to insert the amended Admin Ordinance on the Warrant for June 9, 2015.
SECOND	Second by Selectperson Curtis
PASS/FAIL	Motion passes: 4-0
TAKEN OUT OF ORDER	
#8 TRAILS EASEMENT	
DISCUSSION	1) Final Reading
MOTION	Motion by Chairperson Reay to approve the Warrant Article, Trail Agreements as amended.
SECOND	Second by Selectperson Curtis
PASS/FAIL	Motion passes: 4-0
#5 ROAD BUDGET BREAKDOWN	
DISCUSSION	1) The Board of Selectmen need to revisit the road numbers because they seem to be fluctuating. 2) The Road Committee and Mr. Pakulski have given a figure for shimming and paving the Old Kents Hill Road at 2200'. 3) The new number from Ms. Shaw and Mr. Birtwell is 2460' for the same road.

#2 SECRET BALLOT DISCUSSION

DISCUSSION	1) Review of Secret Ballot questions.
MOTION	Motion by Selectperson Curtis to accept the Article for Roads & Drainage in the amount of \$533,088.
SECOND	Second by Selectperson Pomerleau.
PASS/FAIL	Motion passes: 3-1(Reay)
MOTION	Motion by Selectperson Curtis to accept the Article for Capital Improvements (1) in the amount of \$ 46,645.
SECOND	Second by Selectperson Pomerleau.
PASS/FAIL	Motion passes: 4-0
MOTION	Motion by Selectperson Curtis to accept the Article for Capital Improvements (2) in the amount of \$39,200.
SECOND	Second by Selectperson Pomerleau.
PASS/FAIL	Motion passes: 4-0
DISCUSSION	1) "Land Use Ordinance" will be tabled. 2) "Trails Agreements" was voted on earlier in the meeting. 3) "Union House Trail Agreement" will be tabled. 4) "Firearms Ordinance" was voted on earlier in the meeting. 5) "Fire Department Ordinance"
MOTION	Motion by Selectperson Curtis to accept the proposed amendments to the Article for Fire Department Ordinance.
SECOND	Second by Selectperson Dunham.
DISCUSSION	6) The word "Proposed" should not be in the motion.
MOTION	Motion by Selectperson Curtis to make an amendment to the Fire Department Ordinance to read "Shall the town vote to amend "Dates, Title and Subsection" be made.
SECOND	Second by Selectperson Pomerleau.
PASS/FAIL	Motion passes: 3-1 (Dunham)
PASS/FAIL	Original motion passes: 0-4
DISCUSSION	7) "Town Meeting Vote" article
MOTION	Motion by Selectperson Pomerleau to accept the article "Town Meeting Vote".
SECOND	Second by Selectperson Dunham.
DISCUSSION	Selectperson Pomerleau withdraws her motion. Selectperson Dunham withdraws his second.
MOTION	Motion by Selectperson Curtis to reopen the "Town Meeting Vote" motion from the meeting dated 01/23/2015.
SECOND	Second by Selectperson Dunham.
DISCUSSION	Selectperson Curtis does not believe this article should be on the warrant. He would like to give the process a chance before putting it back in the warrant.
PASS/FAIL	Motion passes: 3-1 (Curtis)

#10 RESPONSE TO RESIDENT LETTERS

	1) The Board will have their assistant draft letters that could acknowledge receipt of letters and other pertaining information, to be reviewed at the next meeting.
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OTHER

	1) Chairperson Reay would like to bring up a discussion regarding changing the town attorney at the next meeting. 2) Why hasn't the Board heard anything from the Union Representative? 3) The Board needs the Union to give them their budget numbers. 4) All FOAA requests must go through the FOAA Officer. 5) Mr. Birtwell has found a very good deal on a sander for the truck in the amount of \$1500. He would like permission to go look at it and purchase it.
MOTION	Motion by Selectperson Curtis to allow Mr. Birtwell to examine the sander and if Mr. Birtwell believes it is a good deal for the Town to then make the purchase.
SECOND	Second by Selectperson Pomerleau.
PASS/FAIL	Motion passes: 3-1 (Curtis)
	6) Chairperson Reay has been asked to step down as chairperson by Selectperson Dunham in an earlier private conversation. 7) Selectperson Curtis is not ready to make any decision at this time. 8) Selectperson Dunham is not ready to make any decision at this time.
ADJOURN	7:24 pm

Select Board

Communications

Boards, Committees,

Commissions &

Departments

February 3, 2015 Trails Committee Meeting Minutes

Present: Milt Wright, Will Harris, Nancy Buker, Chris Sammons, Bob Harris, Jeanne Harris, Lydia Adelson, Ken Clark, Gary Keilty, Ann Keilty, Rob Peale, Romaine Turyn, Karen Peterson

Excused Absent: Henry Laidlaw

Visitor: Ellen Blanchard

Chair Milt Wright called the meeting to order at the Town Office at 6:30 PM. It was noted that this meeting was originally postponed due to a snow storm.

Chair Wright stated his, Romaine's and Rob Peale's terms are up on June 30, 2015. Milt said he would not seek re-appointment.

There was some discussion on what constitutes an excused absence.

November 2014 Minutes: Motion to accept by Will Harris, seconded by Ann Keilty. Unanimous.

December 16, 2014 Minutes: Motion to accept by Chris Sammons, seconded by Will Harris. Lydia Adelson and Karen Peterson abstained. Motion passed.

Chair Wright introduced Ellen Blanchard. Ellen was a charter member of the Trails Committee and she is completing a Master's project involving Maine geology. Specifically, Ellen wants to develop educational pamphlets describing the geology of the 49 rocks placed around the Fairgrounds parking area. The pamphlets are expected to cost \$.08 each. There was some discussion on funding the pamphlets. Motion to "seed the project" with \$25.00 by Gary Keilty, seconded by Ken Clark. One opposed, one abstention. Motion passed.

Fairgrounds signage: Ann and Gary Keilty showed one of the signs. All present were pleased with the look and information provided. It was noted all signs will be paid for by the RSU #38 Trails project and sale of trees harvested from the Town Forest by the Conservation Commission.

Budget Presentation: Chair Wright reported on the joint meeting of the Budget Committee and the Select Board. The Trails Committee budget request was presented by Will Harris and Chair Wright. The Conservation Commission also presented their request and it included two items related to trails-the installation of some water bars at the Fogg Farm Conservation Area and the purchase of a heavy duty brush cutter.

The total Trails Committee budget request was for \$2,576.40.

Church Road Sidewalk/Trail status: Will Harris reported he met with Doug Beck, who is in charge of the RTP grant. The time frame to apply for a grant is by the second week of November. The RTP will not pay for a sidewalk. Any approved trail has to be off a road and not adjacent to it. The maximum request can be \$35,000.00. Will showed the extensive grant application and stated there must be at least a 20% match of in-kind volunteer services. Regarding the safety issue of the Morrill Road and Route 17 intersection, Doug Beck suggested installing motion detector signs on Route 17. The lights are designed to flash when sensors detect movement on the trail. Mr. Beck said DOT may be able to install the signs, too.

Committee Chairs Meeting with Select Board: Gary Keilty reported the most discussion was about the Liaison Policy. Many of the Chairs present questioned their purpose and were not in favor of them. A new ad hoc committee was announced to review and revise the Appointment Procedures Policy. It will be a six member group composed of two Select Board members, two Committee Chairs and two members of the public. Val Pomerleau and Tom Dunham will be the Select Board members.

Tolman property trails update: Chair Wright and Gary Keilty walked the property, including the former Town landfill, and then got copies of town maps depicting the area. There is a stream near the old landfill that would need to be crossed to access the rest of the property. All but one of the existing neighbors has given their approvals for the trail, pending Town Meeting approval.

Fairgrounds Complex flooding update: Ann Keilty showed pictures of the flooding on the connector trail near the new ball field that runs right over the Upper Fairgrounds Trail. Why the area floods is unknown. Gary Keilty will ask Doug Riley if he can look at it and figure out why the flooding happens. Chair Wright sent an email to Chair Dan Meyer, Conservation Commission, to inform the Conservation Commission they may have to pay for more work to fix the problem.

Discussion on Chair Wright's "Update by Chair on General Goals, Highlights of Recent Accomplishments and Plans for the New Year": Milt distributed the document he prepared. All present agreed it was well done.

Greater Augusta Utilities District update: Ann and Gary Keilty reported on the committee the District plans to create involving member towns. It is hoped a couple Trails Committee members could also join. Chair Wright contacted Brian Tarbuck, the Utilities District Director, to express interest and support to the committee.

Discussion on Trails Planning: Ken Clark showed the new Kennebec Lands Trust Trails Guide and suggested developing a similar guide for the Town. Perhaps the Trails Committee should consider future plans and priorities, including publicizing trail efforts. It was decided by consensus to spend a portion of the next Trails Committee meeting on planning.

Discussion on Warrant Article: There was some general discussion on how best to draft the language. There was also discussion on what criteria the Select Board should consider for trail easements.

Meeting adjourned at 8:30 PM.

Respectfully submitted,
Karen Peterson
Secretary

Secret

Ballot



Official Ballot
Town of Readfield, Maine
Annual Municipal Election
& Referendum Vote
June 9, 2015

Robin L. Lint,
Town Clerk

Instructions to Voters

- ◆ To vote for the candidate of your choice, fill in the oval to the left, like this: ☐
- ◆ To vote for a write-in candidate, fill in the oval to the left of the write-in space and write in the person's name.
- ◆ To have your vote count, do not erase or cross out your choice.
- ◆ If you make a mistake, ask for a new ballot.

Article 2 Election of Town Officers as required by State Law

Select Board
Three (3) year term
Vote for two (2)

☐ _____

☐ _____

☐ _____

☐ _____

☐ _____ write-in

☐ _____ write-in

Local School Board
One (1) year term
Vote for one (1)

☐ _____

☐ _____

☐ _____ write-in

Local School Board
Three (3) year term
Vote for one (1)

☐ _____

☐ _____

☐ _____ write-in

RSU #38 School Board
Three (3) year term
Vote for two (2)

☐ _____

☐ _____

☐ _____

☐ _____

☐ _____ write-in

☐ _____ write-in

Article 3
Salaries

Shall the Town of Readfield vote to allow the Select Board to establish salaries and or wages of Town Officers and Employees, not elsewhere established, for the period July 1, 2015—June 30, 2016.

☐ YES

☐ NO

Article 4
Taxes Payable & Interest Rate

Shall the Town vote to fix September 25, 2015 or thirty days after the taxes are committed, whichever is later, and February 26, 2016 as the dates of each of which one-half of the property taxes are due and payable, and as the dates from which interest will be charged on any unpaid taxes at a rate of ___% per year, which is lower than the State rate of 7% pursuant to Title 36 MRSA, 505.4?

☐ YES

☐ NO

Article 5
Payable Interest

Shall the Town vote to authorize the Tax Collector to pay interest at a rate of ___%, which is lower than the State Rate of 7%, from the date of overpayment, on any taxes paid and later abated pursuant to Title 36 MRSA, § 506 & 506A?

☐ YES

☐ NO

June 09, 2015 Town Meeting Ballot

Article 6

Accept Payment of Taxes

Shall the Town vote to authorize the Tax Collector to **accept payment of taxes** not yet committed?

☐ YES

☐ NO

Article 7

Contracts & Leases

Shall the Town vote to authorize the Select Board on behalf of the Town to enter into single or multi-year **contracts, leases, and lease/purchase agreements**, not to exceed five years, in the name of the Town if it is deemed to be in the best interest of the Town?

☐ YES

☐ NO

Article 8

Sale of Surplus Property, Equipment & Tools

Shall the Town vote to authorize the Select Board on behalf of the Town to sell any Town owned **Surplus Property, Equipment and Tools** no longer needed by the Town?

☐ YES

☐ NO

Article 9

Gifts & Donations

Shall the Town vote to accept any **gifts, unanticipated donations, or pass-through funds** that may be provided by individuals, business associations, charitable groups, or other organizations, which have not been listed in any of the previous or following articles, if the Select Board determines that the gifts, donations, or pass-through funds and their purposes are in the best interest of the Town?

☐ YES

☐ NO

Article 10

General Government

Shall the Town vote to raise and appropriate **\$452,076** for the **General Government** budget category for the following budget lines?

Municipal Administration	\$299,370
Insurance	\$24,650
Office Equipment	\$3,505
Assessing	\$21,400
CEO/LPI/BI-	\$21,746
Town Boundaries	\$2,500
Municipal Maintenance	\$74,905
Grant Writing/Planning Ser.	\$2,500
Heating Assistance	\$1,500

Select Board recommends: Yes

Budget Committee recommends: No

☐ YES

☐ NO

Article 11

Boards & Commissions

Shall the Town vote to raise and appropriate **\$7,545** for the **Boards and Commissions** budget category for the following budget lines?

Appeals Board	\$407
Conservation Commission	\$4,365
Planning Board	\$2,773

Select Board recommends: **Tabled**

Budget Committee recommends: Yes

☐ YES

☐ NO

Article 12

Buildings Operations & Maintenance

Shall the Town vote to raise **\$35,708** for the **Town Buildings Operations & Maintenance** budget category for the following budget lines?

Fire Station	\$10,700
Gile Hall	\$18,122
Library	\$5,386
Maintenance Building	\$1,500

Select Board recommends: Yes

Budget Committee recommends: No

☐ YES

☐ NO

Article 13

Community Services

Shall the Town vote to raise and appropriate **\$59,122** for the **Community Services** budget category for the following budget lines?

Animal Control	\$16,622
Kennebec Land Trust	\$250
KVCOG	\$4,345
Library Services	\$26,438
Readfield TV	\$5,717
Street Lights	\$5,500
Maranacook Lake Dam	\$250

Select Board recommends: Yes

Budget Committee recommends: No

☐ YES

☐ NO

Article 14

Cemetery Maintenance

Shall the Town vote to raise and appropriate **\$36,110** for the **Cemetery Maintenance** budget category with any unexpended balances to carry forward?

Select Board recommends: Yes

Budget Committee recommends: Yes

☐ YES

☐ NO

Article 15

Beach and Recreation

Shall the Town vote to appropriate **\$18,066** for the **Beach and Recreation** budget category for the following budget lines with any unexpended balances to be carried forward?

Beach	\$9,060
Recreation	\$9,006

Select Board recommends: Yes

Budget Committee recommends: Yes

☐ YES

☐ NO

June 09, 2015 Town Meeting Ballot

Article 16 Heritage Days

Shall the Town vote to raise and appropriate **\$10,000** for the **Heritage Days** budget category with any unexpended balances to be carried forward?

Select Board recommends: Yes

Budget Committee recommends: Yes

☐ YES

☐ NO

Article 17 Community Park

Shall the Town vote to raise and appropriate **\$306** for the **Readfield Community Park** budget category?

Select Board recommends: Yes

Budget Committee recommends: Yes

☐ YES

☐ NO

Article 18 Trails Committee

Shall the Town vote to raise and appropriate **\$2,576** for the **Readfield Trails Committee** budget category?

Select Board recommends: No

Budget Committee recommends: Yes

☐ YES

☐ NO

Article 19 Protection Department

Shall the Town vote to raise and appropriate **\$153,165** for the **Protection Department** budget category for the following budget lines with any unexpended balances to carry forward with the exception of the Ambulance Service, Dispatching and Emergency Operations Plan lines?

Operation of Fire Dept.	\$84,790
Fire Dept. Capital Equipment	\$13,500
Ambulance Service	\$22,000
Waterholes	\$500
Tower Sites	\$2,000
Dispatching	\$28,000
Annual Physicals	\$125
Personal Prot. Gear Repl.	\$2,000
Emergency Operations Plan	\$250

Select Board recommends: Yes

Budget Committee recommends: Yes

☐ YES

☐ NO

Article 20 Roads & Drainage

Shall the Town vote to raise and appropriate **\$533,088** for the **Roads & Drainage** budget category for the following budget lines with any unexpended balance to be carried forward for the Summer Roads budget?

Summer Road Maint.	\$260,700
Winter Road Maint.	\$260,500
Vehicles Maint.	\$9,500
Interlocal Work	\$2,388

Select Board recommends: Yes

Budget Committee recommends: No

☐ YES

☐ NO

Article 21 Capital Improvements (1)

Shall the Town vote to appropriate **\$46,645** for the **Capital Improvements** budget category for the following budget lines with all accounts to be carried forward?

Fairgrounds Athletic Fields	\$8,645
Transfer Station	\$38,000

Select Board recommends: Yes

Budget Committee recommends: Yes

☐ YES

☐ NO

Article 22 Capital Improvements (2)

Shall the Town vote to raise and appropriate **\$39,200** for the **Capital Improvements** budget category for the following budget lines with all accounts to be carried forward?

Equipment	\$11,200
Maranacook Lake Dam	\$28,000

Select Board recommends: Yes

Budget Committee recommends: No

☐ YES

☐ NO

Article 23 Solid Waste Department

Shall the Town vote to raise and appropriate **\$256,195** for the **Solid Waste Department** budget category for the following budget lines with all accounts to be carried forward?

Transfer Station	\$253,595
Backhoe	\$2,600

Select Board recommends: Yes

Budget Committee recommends: No

☐ YES

☐ NO

Article 24 Regional Assessments

Shall the Town vote to raise and appropriate **\$305,930** for the **Regional Assessments** budget category for the following budget lines which the town are legally bound to pay?

Cobbossee Watershed	\$19,825
Kennebec County Tax	\$260,000
First Park	\$26,105

Select Board recommends: Yes

Budget Committee recommends: Yes

☐ YES

☐ NO

Article 25 Debt Service

Shall the Town vote to raise **\$285,117** for the **Debt Service** budget category for the following budget lines which the town are legally bound to pay?

2013 Road & Bridge Bond	\$109,117
2008 Road & Bridge Bond	\$176,000

Select Board recommends: Yes

Budget Committee recommends: Yes

☐ YES

☐ NO

June 09, 2015 Town Meeting Ballot

Article 26 Snowmobile Club

Shall the Town vote to appropriate the amount equal to that paid to the Town by the State (based on snowmobile registrations) for the **Readfield Blizzard Busters Snowmobile Club** to be used for trail creation, maintenance and grooming?

Select Board recommends: Yes
Budget Committee recommends: Yes

☐ YES

☐ NO

Article 27 Central Maine Agency on Aging

Shall the Town vote to raise and appropriate the requested amount of **\$1,441** for the **Central Maine Agency on Aging/Cohen Center/Senior Spectrum**?

Select Board recommends: Yes
Budget Committee recommends: Yes

☐ YES

☐ NO

Article 28 Kennebec Behavioral Health

Shall the Town vote to raise and appropriate the requested amount of **\$1,000** for the **Kennebec Behavioral Health Agency**?

Select Board recommends: Yes
Budget Committee recommends: Yes

☐ YES

☐ NO

Article 29 Family Violence

Shall the Town vote to raise and appropriate the requested amount of **\$1,312** for the **Family Violence Agency**?

Select Board recommends: Yes
Budget Committee recommends: Yes

☐ YES

☐ NO

Article 30 Courtesy Boat Inspection

Shall the Town vote to raise and appropriate the requested amount of \$2,250 for the Courtesy Boat Inspection Program to the **Maranacook Lake Association** for \$1,500, and the **Torsey Pond Association** for \$750 on Maranacook Lake and Torsey Pond.

Select Board recommends: Yes
Budget Committee recommends: Yes

☐ YES

☐ NO

Article 31 Sexual Assault Agency

Shall the Town vote to raise and appropriate the requested amount of **\$910** for the **Sexual Assault Agency**?

Select Board recommends: Yes
Budget Committee recommends: Yes

☐ YES

☐ NO

Article 32 30 Mile River

Shall the Town vote to raise and appropriate the requested amount of **\$231** for the **30 Mile River Association**?

Select Board recommends: Yes
Budget Committee recommends: Yes

☐ YES

☐ NO

Article 33 Enterprise Fund

Shall the Town vote to appropriate **\$10,000** for the **Readfield Enterprise Fund** budget category with any balance to be carried forward?

Select Board recommends: Yes
Budget Committee recommends: Yes

☐ YES

☐ NO

Article 34 Revaluation

Shall the Town vote to raise and appropriate **\$5,000** for a **Revaluation**?

Select Board recommends: Yes
Budget Committee recommends: Yes

☐ YES

☐ NO

Article 35 General Assistance

Shall the Town vote to raise and appropriate **\$4,710** for the **General Assistance** budget category?

Select Board recommends: Yes
Budget Committee recommends: Yes

☐ YES

☐ NO

Article 36 Overdrafts

Shall the Town vote to appropriate funds to cover all **Overdrafts** from the Unassigned Fund Balance?

☐ YES

☐ NO

Article 37 Cemetery Trust Funds

Shall the Town vote to accept in trust the sums to be deposited as part of the Readfield Cemetery Trust Funds and the income to be used for the upkeep and maintenance of cemetery lot(s) in the Town of Readfield cemeteries as collected from 3/21/14 to 2/28/15?

☐ YES

☐ NO

June 09, 2015 Town Meeting Ballot

Article 38 Playground

Shall the Town vote to close the **Playground** account in the amount of **\$1,095** and donate said money to the RSU #38 for the purpose of maintenance of the Readfield Elementary School Playground?

Select Board recommends: Yes revisit?
Budget Committee recommends: Yes

☐ YES

☐ NO

Article 39 Expenditure of Revenues

Shall the Town vote to authorize **expenditure of revenues** from Federal, State, Local and private sources (including user fees), in those categories for which the revenue was intended (if no use is identified, the funds shall be deposited with the General Fund), in addition to the amounts appropriated previously in these articles.

☐ YES

☐ NO

Article 40 Tax Acquired Property

Shall the Town vote to authorize the municipal officers to retain, sell to the prior owner for taxes, interest and costs, or to sell **tax acquired property** on such terms as they deem advisable, and in accordance with a written policy regarding Tax Acquired Property adopted by the Municipal Officers?

☐ YES

☐ NO

Article 41 Revenues

Shall the Town vote to appropriate the following estimated **revenues** to reduce the 2015 Tax Commitment?

State Revenue Sharing	\$100,000
Interest on Property Taxes	\$16,000
Interest on Investments	\$2,500
Veterans Exemption	\$3,000
Homestead Exempt. Reimb.	\$73,000
Tree Growth Reimb.	\$9,000
Bete Reimbursement	\$4,000
Boat Excise Taxes	\$6,000
Motor Vehicle Excise Taxes	\$410,000
Agent Fees	\$8,600
Certified Copy Fees	\$1,250
Other Income	\$2,000
Heating	\$1,500
Plumbing fees	\$3,000
Land Use Permit Fees	\$3,000
Dog License Fees	\$3,500
Library Revenue	\$2,075
Cable Television Fees	\$24,000
Beach Income	\$9,060
Recreation Income	\$9,006
Protection	\$5,580
Local Roads	\$35,000
Interlocal	\$2,388
Transfer Station Capital	\$19,000
Transfer Station	\$146,598
First Park	9,500
Snowmobile (State reimb.)	\$1,436
Readfield Enterprise Fund	\$10,000
General Assistance (State reimb.)	\$2,100

TOTAL \$912,103

Select Board recommends: Yes
Budget Committee recommends: No

☐ YES

☐ NO

Article 42 Waiver of Foreclosure

Shall the Town vote to authorize the municipal officers to issue a **Waiver of Automatic Foreclosure** when the municipal officers wish to avoid acquiring property that may be burdensome to the Town and to take court action if needed to foreclose at a later date, if desired?

☐ YES

☐ NO

Article 43 Increase line item by 5%

Shall the Town vote to authorize the Select Board to **increase any line item up to five percent (5%)** by transferring funds from another line balance or miscellaneous income to pay for unexpected expenses.

☐ YES

☐ NO

Article 44 Emergencies

Shall the Town vote to authorize the Select Board to expend up to **Fifty Thousand Dollars (\$50,000)** from the Unassigned Fund Balance (General Fund) to meet emergencies that may occur during the ensuing fiscal year?

☐ YES

☐ NO

Article 45 Miscellaneous Fees

Shall the Town vote to authorize the municipal officers to set **Miscellaneous Fees** charged for Town services not covered or set by State Statute?

☐ YES

☐ NO

Article 46 Land Use Ordinance

Shall the following amendments be made to the Town's **Land Use Ordinance** and be enacted?

- Wind Tower—Commercial & Small Wind Systems
- Expansion of non-conforming structures
- Land Use Tables—Table 1 & foot note changes

Tabled

☐ YES

☐ NO

June 09, 2015 Town Meeting Ballot

Article 47 Trails Agreements

Shall the Town vote to authorize the Select board to approve trail agreements with private property owners negotiated by the Trails Committee for trails/pathways on private property with the owners of the private property based on criteria established by the Select Board with no tax dollars used on private property.

☐ YES

☐ NO

Article 48 Community Pathway Trail Agreement

Shall the Town vote to accept a previous signed trail agreement between the Town and the Union Meeting House for a trail.

Tabled

☐ YES

☐ NO

Article 49 Acceptance of New Town Roads

Shall ordinances entitled Acceptance of New Town Roads" adopted in 1986 and in 1990 be repealed because they now can be found in the current Land Use Ordinance adopted June 12, 2014?

☐ YES

☐ NO

Article 50 Firearms Ordinance

Shall the town vote to amend the following language in the Town's "Firearms Ordinance"?

- Adding the words "of any" to the second paragraph.
- Adding the words ", at any time and , beach or Fairgrounds property per the attached map" to the 5th paragraph.
- Change the map to reflect the changes adopted.

☐ YES

☐ NO

Article 51 Fire Department Ordinance

Shall the Town vote to make the amendments correcting the "Dates, Title and Subsection" of the Town's "Fire Department Ordinance" be enacted?

☐ YES

☐ NO

Article 52 Tax Levy

Shall the Town vote to increase the Property Tax Levy Increase Limit of \$_____ established for Readfield by State law in the event that the municipal budget approved under the preceding articles will result in a tax commitment that exceeds that property tax levy increase limit?

Select Board recommends: Tabled

☐ YES

☐ NO

Article 53 Reduce the Total Tax Commitment

Shall the Town vote to appropriate \$38,250 from the Unassigned Fund Balance to reduce the total tax commitment?

Select Board recommends: _____ (revisit)

Budget Committee recommends: _____

☐ YES

☐ NO

Article 54 Ordinance entitled Town of Readfield Administration Ordinance

Shall the Town adopt an ordinance entitled "Town of Readfield Administration Ordinance" giving the Select Board additional authorization of powers and duties to act on the following items now found as articles on the Annual Town Meeting Warrant?

- To accept payment of taxes prior to commitment
- To enter into contracts & leases not to exceed five years.
- To sell surplus property
- To accept gifts and donations given to the Town
- To retain or sell Tax Acquired property
- To waive a automatic foreclosure
- To increase any line item up to five percent (5%)
- To set miscellaneous fees

☐ YES

☐ NO

Article 55 Town Meeting Vote

Shall the Town vote by Secret Ballot on warrant articles at the 2016 Annual Town Meeting?

☐ YES

☐ NO

Regional

Fuel

Purchase

Agreement

Regional Fuel Purchase

I have emails from Mark Robinson, Fayette Town Manager and Brigitte Williams, RSU Financial Manager explaining to me the way the bid process worked. Excerpts' from emails.

There was some debate over the Fabian bid. Mark said at the conclusion of the debate it would be in the best interest of the towns and RSU that can receive tanker deliveries to go with Winthrop Fuel bid given the tanker price. Remembering the RSU consumption is what attracts bidders and the lowest bids, thus we benefit.

We have never split the #2 between two vendors because of the price we receive because of the total quantity in the bid.

Trail

Agreement

Criteria

Criteria for the Readfield Select Board for Accepting Trail Agreements
Draft for second reading plus 1

Before the Readfield Select Board accepts any trail agreement from the Trails Committee, the Trails Committee must ensure that the following conditions have been met regarding each proposal coming from the Trails Committee.

- 1. That a private property owner has been engaged in discussions in a cordial, supportive, and cooperative manner regarding the potential trail agreements.**
- 2. That provisions have been made to maintain safe access to and from the use of trails over or on private property for the length of the trail agreement.**
- 3. That private property owners have been encouraged to provide public access and / or use of private property that is conducive to recreational trail use by working cooperatively with the town on trail trail agreements before acceptance by the Select Board.**
- 4. That conditions/locations/restrictions etc. regarding parking, if applicable, related to any trail agreement have been finalized.**

Board Criteria

Criteria for the Select Board to use when reviewing / accepting Readfield trail agreements with private property owners or public entities.

- a. That the four conditions listed above have been successfully met:**
- b. That the trail enhances the current trail system already in place throughout the town:**
- c. That the Trails Committee, by a formal vote, has approved the proposed trail agreement:**
- d. That a member of the Trails Committee has made a presentation to the Select Board regarding the trail agreement:**
- e. That a signed, written agreement between the Trails Committee and the landowner has been submitted with the trail agreement request to the Select Board:**
- f. Trails Committee will track the time frame of all trail agreements.**
- g. If property is sold, the Trails Committee will contact the new owner and discuss the trail agreement in a cordial, supportive, and cooperative manner to see if the land owner wishes to continue with the agreement and, if so, for what length of time.**

Town

Manager

Search

Motion to have the Select Board form a
Town Manager's Selection Committee

Search Committee Role and Designation:

The basic charge of a search committee is to generate a strong pool of candidates and advise the Town of Readfield Select Board of those candidates best qualified to meet the needs of the Town of Readfield. These duties shall be accomplished in a professional and timely manner.

Search committee members should participate in the recruitment, interviewing, screening and evaluation of applicants. In addition. A clerical support person will be included as a non-voting member. A budget of not to exceed \$750.00 will be at the disposal of the committee for clerical and advertisement processing. This amount of money will be funded by an account determined by the Readfield Select Board.

The Town of Readfield Select Board will appoint 9 members of the search committee. The membership will be;

- 2 Select Board Members
- 4 Readfield residents. (Skills in hiring process required)
- 2 Members/ Chair from boards, committees and commissions.
- 1 Town Employee – Preferable town resident

The Select Board will advertise for positions and interview all candidates who volunteer prior to appointment to the committee, the only exception will be The two Select Board Members, they will be selected by the Board.

The composition of the committee should serve to advance the Town of Readfield's commitment to the principles of diversity and equal employment opportunity. The committee will serve until a contract is signed with a Town Manager.

Spirit of America Awards

Spirit of America Nominees

Norma Grover - *Unsung Hero*

1. Girl Scout Leader and Girl Scout Council Committee member.
2. Volunteered many hours at the Readfield Library and on Committee as well.
3. Served on the Select Board and School Committee.
4. Served as a substitute teacher
5. Fundraising ,Health Clinics and caring for sick friends

Sean Harper – *Spirit of America*

1. Organized and sustained the "Mileage Club" at the Readfield Elementary School.
The Club involves students in healthy life activity, by using walking activities and goal setting. He has gotten 95% of local students involved during recess.
With his leadership students have walked over 2,004 miles during recess. He has also recruited many parents, grandparents and guardians so the teachers do not have to take additional duties.

Duck Pond Wildlife Care Center - Donald & Carleen Cote – *Spirit of America*

1. They have cared for lost, sick and injured animals and release them back into the wild for the past 50 years.

Legal

Council

Preti Flaherty

Financial Consideration

Having worked with many municipalities over the years, we understand municipal budgets and are especially sensitive to controlling municipal legal fees. For this reason, we are proposing a significantly discounted hourly fee schedule:

Discounted Hourly Fee

Preti Flaherty proposes to charge by the hour for legal services to the Town of Readfield. The discounted rates of those principally involved in this matter are set forth below:

<i>Stephen E. F. Langsdorf</i>	<i>\$200.00/hour</i>
<i>Other Partners</i>	<i>\$195.00/hour</i>
<i>Associate Attorneys</i>	<i>\$175.00/hour</i>
<i>Paralegals</i>	<i>\$100.00/hour</i>

These rates are consistent with the rates that we charge other municipalities and are significantly discounted from our full rates.

Below, please find our responses to the specific questions raised in your Request:

Attorney cost/hour (indicate discount from regular rates if applicable):

Discounted Rate \$200.00/hour. (Discounted from \$325.00/hour)

Associate attorney cost/hour (indicate discount from regular rates if applicable):

Discounted Rate \$175.00/hour. (Discounted from \$250.00/hour depending on attorney)

Paralegal cost/hour (indicate discount from regular rates if applicable):

Discounted Rate \$100.00/hour. (Discounted from \$125.00/hour)

Clerical cost/hour (indicate discount from regular rates if applicable): *No charge*

Other staff costs/hour (indicate discount from regular rates if applicable): *No charge*

Will billable rates for travel include both ways, one way or no charge?: *Both ways*

Will billable rates vary depending on time of day or day of the week?: *No*

Mileage expense rate: *\$0.565 per mile (updated annually per IRS guidelines)*

Research services cost/hour (e.g. West Law): *Certain employment or litigation matters may require electronic research for which we will bill the Town separately. Before incurring such charges, we will discuss the amount and need for this additional amount.*

Other costs (photocopying, fax, telephone expense, other): *Preti Flaherty will not bill the Town for secretarial services, telephone, stationery, postage, supplies, library and equipment requested to provide these general services.*

Legal RFP Comparison

Month	JENSON-BARD	BERNSTEIN SHUR	PRETILAHERTY
ORIN DOCUMENT MICROSOFT	YES	YES	YES
TRANSMIT OVER INTERNET	YES	YES	YES
E-MAIL REGULAR CONTACT	YES	YES	YES
PROFESSIONAL LIABILITY	6,000,000.00	10,000,000.00	10,000,000.00
ATTORNEY COST/HR	175.00	175.00	200.00
ASSOCIATE ATTORNEY COST/HR	175.00	190.00	250.00
PARALEGAL COST/PER HR	85.00	127.00	125.00
CLERICAL COST/HOUR	-	-	-
OTHER STAFF COST/HOUR	-	-	-
BILLABLE FOR RATE / ONE WAY	ONE WAY	ONE WAY	BOTH WAYS
MILEAGE EXPENSE RATE	0.0560	0.55	0.57
RESEARCH SERVICE PER MINUTE	.084	-	RE APPROVAL
OTHER COST PHOTO COPY ECT			
PHOTO COPY EACH	0.17	-	-
FAX FIRST PAGE	2.00	-	-
PHONE OUT GOING LD PER MIN	0.20	-	-
RATES SUBJECT TO CHANGE	YES	NO	NO
APPEX A	ALL	ALL	ALL
	-		
Total	6,000,437.43	10,000,492.55	10,000,575.57

Budget

Survey

GOV. TV.

Job

Description

Town of Readfield Governmental Television Station

RGTV-7 Station Manager: Job Description

- I. Stipend position under the supervision of the Town Manager** requiring time management & organizational skills, computer skills, audio/video technical skills to support camcorder recording and DVD production & broadcasting, and live streaming networking.
 - A. Hours: Minimum of 6-10/month**
 - B. Volunteer position with no Medical/Dental Insurance benefits**

- II. Responsibilities**
 - A. Receive, review content qualifications, and post non-profit organizations' notices on station's bulletin board powered by Microsoft Power Point.**
 - B. Record & broadcast Selectboard meetings and other municipal meetings as requested by the Town Manager; coordinate broadcasting live & pre-recorded municipal, academic and community programming.**
 - C. Maintain recording, broadcasting and computer equipment for producing programming and software for producing the community bulletin board.**
 - D. Develop & manage station Budget supported by the Town's cable network subscriber-based franchise fees, and oversee expenditures securing supplies & equipment services as required.**
 - 1. Research replacement equipment quotes**
 - 2. Facilitate equipment repairs**
 - 3. Maintain station facilities**
 - E. Assists with development of short and long term goals for Government television with the Town Manager**
 - F. Catalogue archival videos (tapes, DVDs, or other storage device) for storage as required by law**
 - G. Create & manage programming schedules**
 - H. Oversee the Assistant's duties as delegated by the Station manager.**

III. Qualifications

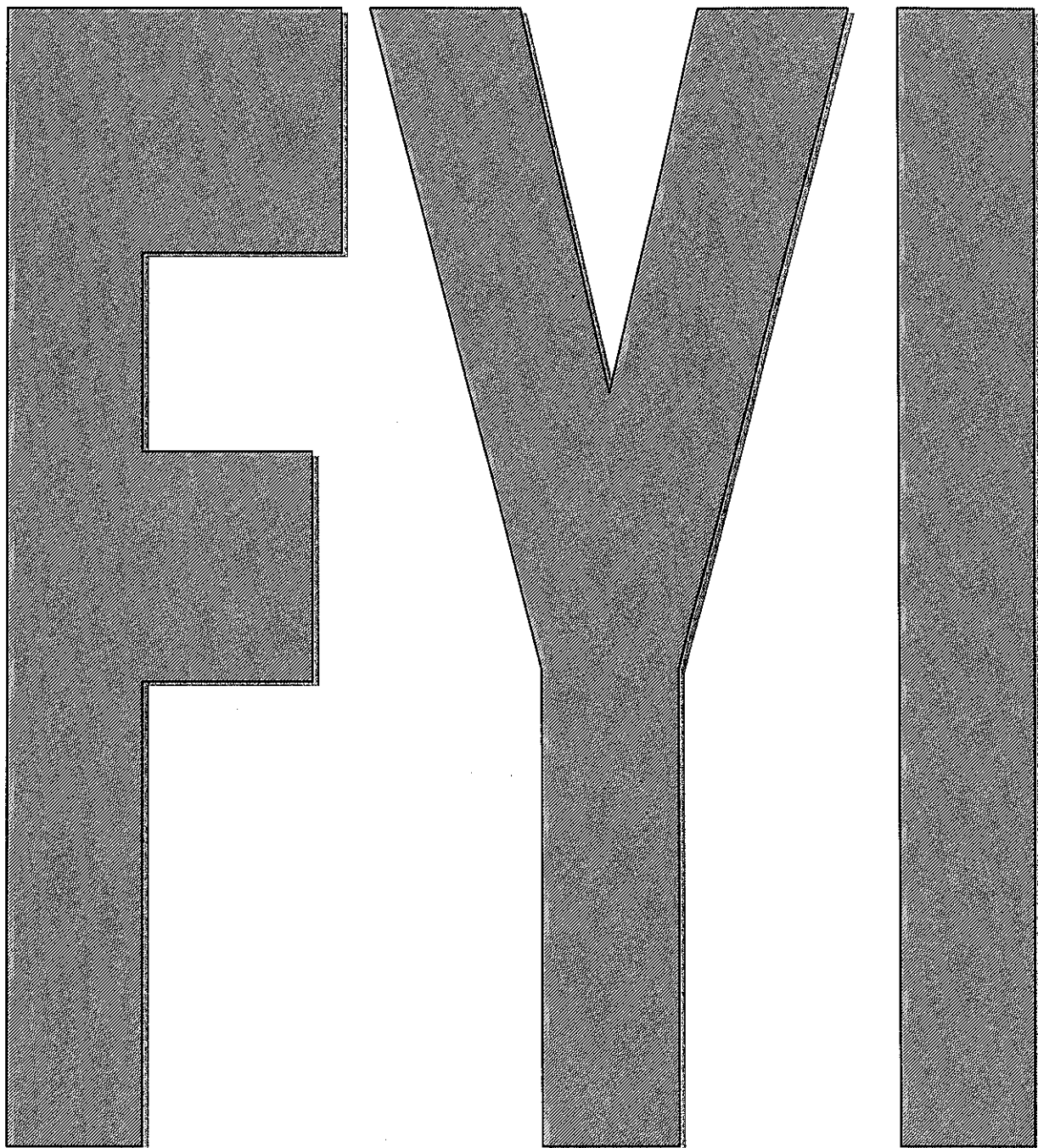
- A. Ability to work flexible schedule, including evenings and weekends
- B. Strong computer (PC) and organizational skills
- C. Ability to troubleshoot technical issues as they arise with computer, programming & recording equipment, etc.
- D. License: Valid Maine Driver's License
- E. Education
 - 1. High School diploma or equivalent
 - 2. Computer and camera (both still and video) training and experience
- F. Experience
 - 1. Audio/Video technology experience
 - 2. Knowledge of and/or experience in Mass Communications or Telecommunications or live streaming
 - 3. Prior experience in public, educational and governmental access television, marketing and public relations

Letters

from

Residents

(from 2/23 packet)



LM ENTERPRISES AND NO PREFERENCE TOWING

1288 MAIN ST

Readfield, ME 04355-0000

Shop Phone: (207) 685-8187

Fax: (207) 685-9013

Email: MANK125@AOL.COM

~~Repair Order~~

5658

Estimate Ref #3,087

Date Printed: 03/03/2015

Printed Time: 4:17 pm

MSI STATION #1545

Hat/Ref:

Time Promised:

TOWN OF READFIELD

8 OLD KENTS HILL ROAD

Readfield, ME 04355

Work: (207) 685-4939

Cell: 212-9695 Mark

2007 FORD F-550 SUPER DUTY XL V8 6.0L 363CID FI DIESEL T P

VIN: 1FDAF57P17EB11393

License: TRK 1

Unit #:

DOM:

Mileage In: 52,688

Mileage Out: 52,688

Date Written: 03/03/2015

Written By: LEE MANK

Save Old Parts: No

Job Name	Description	Technician	Qty	List	Extended
Job #1	Condition check of truck.				
Labor 0	Work Requested - Condition check of truck.		0.00	45.00	0.00

Work Performed - Checked over truck for over all condition. No general maintenance items are not included in this report.

Note/Title

Overall Condition of truck is good to fair. The following should be addressed to maintain the reliability and usefullness of the equipment:

1. Dump body should be removed from truck repaired, sandblasted and repainted.
2. Frame of the truck should be sandblasted and treated with a rustpreventing finish.
3. Hydraulic system from cab back should have new hoses.
4. Rear wire harness should be replaced, as its been repaired more than a few times. This would include new lights on the truck and dump body.
5. Valve body for the dump needs to be rebuilt. (Leaking)
6. Transmission needs to be rebuilt or replaced. - 4,000.
7. Engine oil pan is leaking and needs to be replaced.
8. Engine needs glowplugs and possibly needs a control.
9. Windshield needs to be relaced.
10. Front coil springs should be replaced.

PLEASE CHECK LUG NUTS AFTER 50 MILES OF DRIVING IF SERVICE INCLUDED REMOVAL OF WHEELS

PARTS SOLD BY LM ENTERPRISES ARE SUBJECT TO MFGS WARRANTY-LABOR IS GUARANTEED FOR 30 DAYS ON SAID PARTS
NO GUARANTEE ON CUSTOMER SUPPLIED PARTS.

E-Brake: doesn't work
 Replace 4 rear tires
 Left front Hub - locking hubs
 plow replaced
 Blade

Payment Date	Type	Method	Amount
Payment Totals:			

Parts: \$0.00
 Labor: \$0.00
 Sublet: \$0.00
 Misc: \$0.00

Hazmat: \$0.00
 Supplies: \$0.00
 Tax: \$0.00

Invoice Total: \$0.00

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the car or truck herein described on streets, highways or elsewhere for the purpose of testing and/or inspection. An express mechanic's lien is hereby acknowledged on above car or truck to secure the amount of repairs thereto.

Authorized By _____

Date _____

Time _____

Roads & Drainage					
60-10-XX-XX					
80-10	Contracted Services				
	Nickerson Hill Road	Ditching & Rock Removal	14,000		
	Luce Road (Route 17 end)	Ditching	3000		
	McKenney Road	Ditching	5000		
	Walker Road	Ditching	5000		
	Old Kents Hill Rd Part 1	Shoulder gravel			
	Chase Road Part 1,2& 3	Shoulder gravel			
	Mooer Road	Shoulder gravel	17,200		
		Grading	4000		
	Luce Road	Add gravel by R/R tracks to top of hill	3000		
	As needed town wide	Crackseal Annual Maint	10000		
	As needed town wide	Road Striping Annual	7500		
	As needed town wide	Sweeping	4000		
	As needed town wide	Tree Removal	3000		
		Total	75,700		
80-90	Paving	Calculation: length in feet x width in feet x depth (1")X .0061 = Tonnage (1 mile=5280 feet)	Tons	Estimated Tonnage price \$84 Shim Price \$87	
Overlay	Old Kents Hill Road 22 ft wide	2200ft*22 ft*1".0061=	297.924	\$25,025.62	
Shim	Old Kents Hill Road 22 ft wide	2200ft*22 ft*.5".0061=	147.62	\$12,842.94	\$37,868.56
Overlay	Nickerson Hill Road 20ft Wide	6019 ft*20ft*1".0061=	734.318	\$61,682.71	
Shim	Nickerson Hill Road 20ft Wide	6019 ft*20ft*.5".0061=	367.159	\$31,942.83	\$93,625.55
Overlay	Wings Mills Road 20 ft wide	3221 ft*20ft*1".0061	392.962	\$33,008.81	
		Total		\$164,502.91	
80-90	Paving	Calculation: length in feet x width in feet x depth (1")X .0061 = Tonnage (1 mile=5280 feet)	Tons	Estimated Tonnage price \$84	
Overlay	Old Kents Hill Road 22 ft wide	2200ft*22 ft*1".0061=	295.24	\$24,800.16	
Overlay	Nickerson Hill Road 20ft Wide	6019 ft*20ft*1".0061=	734.318	\$61,682.71	
Shim	Nickerson Hill Road 20ft Wide	6019 ft*20ft*.5".0061=	367.159	\$31,942.83	\$93,625.55
Overlay	Wings Mills Road 20 ft wide	3221 ft*20ft*1".0061	392.962	\$33,008.81	
		Total		\$151,434.51	