

**Readfield Select Board  
Regular Meeting  
Agenda**

**April 21, 2015**

**Meeting starts: 6:00 PM**

**Location: Gile Hall**

**Executive Session:**

**Consultation Legal Counsel -1 MRSA § 405 (6)(e) -30minutes**

**Pledge of Allegiance**

- 1. Minutes:** Select Board meeting minutes of April 6&7, 2015 - 5 minutes
- 2. Warrant: #21** – 5 minutes

**Communications – 30 minutes**

- 3.** Select Board communications
- 4.** Town Manager
- 5.** Boards, Committees, Commissions & Departments
  - a. Field Committee – Safety Signage –

**Appointments/Reappointments: 10 minutes**

- 6.** Appointments-
  - a. Cemetery Committee- John Moran & Andrews Tolman
  - b. Appointment Policy Ad hoc committee – Clifford Buuck , Henry Whittemore and Rob Peale
  - c. Library Board of Trustees – Donna Witherill
- 7.** Resignation – Peter Barengo – Cobbossee Water District

**Unfinished Business**

**New Business:**

- 8.** Draft Criteria Appointment Policy ad hoc committee 1<sup>st</sup> reading -30 Minutes
- 9.** Legal RFP – 10 minutes
- 10.** Library Painting RFP – 10 minutes
- 11.** Public Communication Policy 1<sup>st</sup> Review- 10 minutes

**Other:**

- 12.** Answer public communication questions

**Public Communications:**

- 13.** Members of the public may address the Select Board on any topic – 15 minutes

**Adjournment**

# Minutes

# Town of Readfield – SELECT BOARD

## MINUTES

04/06/2015

6:30 PM

TOWN OFFICE

MEMBER PRESENT	Sue Reay, Valarie Pomerleau, Allen Curtis, Thomas Dunham, Greg Durgin
MEMBER ABSENT	
MEETING	SELECT BOARD MEETING
MODERATOR	Tina L. Cagle
ATTENDEES	Town Manager, Teresa Shaw, Dana Poulin, Larry Poulin, Clifford Buuck, John Parent, Grace Keene, Darcy Whittemore, Rob Peale, Gene Carbona, Milt Wright, Henry Whittemore, Lenny Reay, Dave Linton, Lorraine H. Wagner, Sandra Rourke.

### Agenda topics

	<b>TAKEN OUT OF ORDER #10 AUDIT REVIEW</b>
	<ol style="list-style-type: none"> <li>1) Discussion of Draft Audit with Chris Backman of RHR Smith.</li> <li>2) The Town, as of June 30, 2014, has a Fund Balance equal to 60 days of operating expenses.</li> <li>3) Maine Municipal Association recommends 30 – 90 day fund balance.</li> </ol>
	<b>#1 MINUTES 03/23/15, 3/25/15, 3/31/15</b>
	<ol style="list-style-type: none"> <li>1)</li> </ol>
	Motion by Selectperson Curtis to approve the minutes of 03/23/15 as amended.
	Second by Selectperson Dunham.
	Motion passes: 4-0-1 (Reay)
	<ol style="list-style-type: none"> <li>1)</li> </ol>
	Motion by Selectperson Durgin to approve the minutes of 03/25/15 as amended.
	Second by Selectperson Pomerleau.
	Motion passes: 4-0-1 (Reay)
	<ol style="list-style-type: none"> <li>1)</li> </ol>
	Motion by Selectperson Curtis to approve the minutes of 03/31/15.
	Second by Selectperson Dunham.
	Motion passes: 3-2 (Reay/Pomerleau)
	<b>#2 WARRANT #20 REVIEW</b>
	<ol style="list-style-type: none"> <li>1) Review of warrant.</li> </ol>
	Motion by Selectperson Dunham to approve the warrant #20 in the amount of \$332,482.70.
	<b>#3 SELECT BOARD COMMUNICATIONS</b>
	<ol style="list-style-type: none"> <li>1) Selectperson Durgin updated the Board on the last budget meeting at the RSU 38.</li> <li>2) Review of the Readfield Trails Agreements/Trails Easements Acceptance Policy</li> </ol>
	Motion by Selectperson Durgin to accept the Readfield Trails Agreements/Trails Easements Acceptance Policy as written.
	Second by Selectperson Pomerleau.
	Motion passes: 5-0
	Motion by Selectperson Dunham to advertise for the representative for KVCOG by all means available.
	Second by Selectperson Curtis.
	Motion passes: 5-0
	Motion by Selectperson Curtis to invite the Board Chairs or representatives of all committees to the public hearings on

	5/27 & 5/28 from 6-8 pm.
SECOND	Second by Selectperson Durgin.
PASS/FAIL	Motion passes: 5-0
DISCUSSION	<p>3) Selectperson Curtis has offered to hand carry absentee ballots to any residents that need them.</p> <p>4) Chairperson Reay would like the minutes to reflect that the meeting of 1/26/15 was a consensus of the Board to have seven (7) members on the Ad-Hoc Committee to include: 2 Select Board Members, 2 Residents, 2 at large committee members and the Town Clerk.</p> <p>5) Consensus of the Board to invite the Spirit of America award winners to the public hearing on 5/27/15.</p> <p>6) Selectperson Dunham believes that the current email system for the Select Board is a burden and he is not going to use his email any longer and use paper.</p> <p>7) Selectperson Dunham addressed two (2) emails from residents.</p>
	<b>#4 TOWN MANAGER</b>
DISCUSSION	1) "A-Copy" Contract has been received by the town manager.
MOTION	Motion by Selectperson Pomerleau to ask the Town Manager to sign the contract to expire 03/31/2016.
SECOND	Second by Selectperson Durgin.
PASS/FAIL	Motion passes: 5-0
DISCUSSION	2) Drug take back day is Thursday, April 24, 2015.
	<b>#5 BOARDS, COMMITTEES, COMMISSIONS &amp; DEPARTMENTS</b>
DISCUSSION	1) Selectperson Dunham would like an engineer to evaluate the cemetery walls and the wall in dispute on town property.
MOTION	Motion by Selectperson Dunham to have an engineer to give an estimate for repairing the walls.
SECOND	Second by Selectperson Curtis.
PASS/FAIL	Motion passes: 5-0
DISCUSSION	<p>2) Town Manager Shaw has had the resident contact her again with regards to the piece he would like to purchase from the Town.</p> <p>3) The Board needs to review the policy on selling tax acquired property and follow those guidelines.</p> <p>4) What is the assessed value of the property in question and what are the expenses incurred by the Town to maintain the property.</p> <p>5) Consensus of the Board to have the Town Manager research the above information.</p>
	<b>#7 RESIGNATION - CEMETERY COMMITTEE</b>
DISCUSSION	1)
MOTION	Motion by Chairperson Reay to regretfully accept the resignation of Evelyn (Adell) Potter.
SECOND	
PASS/FAIL	
	<b>#6 APPOINTMENTS/REAPPOINTMENTS</b>
DISCUSSION	1)
MOTION	Motion by Selectperson Dunham to appoint Gene Carbona to the Ad-Hoc Committee for a term to be determined in the committee directives.
SECOND	Second by Selectperson Reay.
PASS/FAIL	Motion passes: 4-1 (Durgin)
	<b>#8 TRAIL EASEMENT/AGREEMENT</b>
DISCUSSION	1) Was discussed under #3 Select Board Communications.
	<b>#9 PUBLIC HEARING - LIQUOR LICENSE</b>
DISCUSSION	1) No public objections were made.
MOTION	Motion by Chairperson Reay to waive the Public Hearing.
SECOND	Second by Selectperson Pomerleau.
PASS/FAIL	Motion passes: 5-0
	Motion by Chairperson Reay to approve application for the Weathervane Liquor License.
	Second by Selectperson Pomerleau.
	Motion passes: 5-0
	<b>#11 MEET THE CANDIDATE NIGHT</b>

DISCUSSION	1) May 6, 2015 from 6-8 pm to meet the candidates. 2) Invite Daryl Brown to be moderator.
MOTION	Motion by Selectperson Durgin to extend the meeting until 9:15 pm.
SECOND	Second by Chairperson Reay.
PASS/FAIL	Motion passes: 5-0
DISCUSSION	3) What methods will the moderator take questions?
MOTION	Motion by Selectperson Curtis to allow emails, letters and phone calls from the public. Phone calls will be taken if time permits. Meeting to be held at the town hall.
SECOND	Second by Selectperson Durgin.
PASS/FAIL	Motion passes: 4-1 (Reay)

#### #12 SUMMER RESIDENT SOLID WASTE

DISCUSSION	1) The next messenger should mention information about the summer resident solid waste issue.
MOTION	Motion by Chairperson Reay to extend the meeting, not to exceed 9:45 pm.
SECOND	Second by Selectperson Curtis.
PASS/FAIL	Motion passes: 5-0
DISCUSSION	2) The Board to leave the transfer station hours as they are.
MOTION	Motion by Selectperson Curtis to advertise by all means available that the transfer station hours will remain the same.
SECOND	Second by Chairperson Reay.
PASS/FAIL	Motion passes: 4-1 (Dunham)

#### #13 OTHER

DISCUSSION	1) The cost to publish the secret ballot review sheet in the Community Advertiser is \$700
MOTION	Motion by Selectperson Pomerleau to publish the Secret Ballot Information Sheet in the Community Advertiser week ending 5/8/2015.
SECOND	Second by Chairperson Reay.
PASS/FAIL	Motion passes: 5-0.
DISCUSSION	2) Consensus of the Board to inform Paula Clark that her summary needs to be in no later than 5/6 to the clerk.
MOTION	Motion by Selectperson Durgin to reopen the motion to extend the meeting not to exceed 9:45 pm and go into public communications.
SECOND	Second by Selectperson Pomerleau.
PASS/FAIL	Motion passes: 5-0
DISCUSSION	3) Selectperson Curtis would like to begin the town manager search immediately.
MOTION	Motion by Selectperson Curtis to begin advertising by all means available for the Town Manager position.
SECOND	Second by Selectperson Durgin.
PASS/FAIL	Motion fails: 1-4 (Reay, Pomerleau, Durgin, Dunham)
DISCUSSION	4) Mr. Carbona would like the Board to answer why he is under scrutiny for having notes in hand when addressing the Board.
DISCUSSION	5) Mr. Reay would like the Board to have copies of the maintenance log for the Town truck.
DISCUSSION	6) Mr. Reay would like the numbers from the snowplowing of the sidewalk from last year and how the next years budget will be figured.
DISCUSSION	7) Selectperson Curtis and Durgin will work together to redact derogatory statements made in the budget survey for a FOIA request.
MOTION	Motion by Selectperson Durgin to reopen Warrant Article #13 and #15 due to an error in the wording.
SECOND	Second by Selectperson Curtis.
PASS/FAIL	Motion passes: 5-0
MOTION	Motion by Selectperson Durgin to add the wording ", with all unexpended balances to be carried forward." to Warrant Article #13.
SECOND	Second by Selectperson Curtis.
PASS/FAIL	Motion passes: 5-0
MOTION	Motion by Selectperson Durgin to add the wording ", with all unexpended balances to be carried forward." to Warrant Article #15.
SECOND	Second by Selectperson Curtis.
PASS/FAIL	Motion passes: 5-0
DISCUSSION	8) Selectperson Durgin will be unable to attend the next Board meeting, therefore Selectperson Dunham has volunteered to review the warrant in his place.

ADJORN: 10:30 pm

**Readfield Select Board  
Special Meeting Minutes April 7<sup>th</sup>, 2015**

**Select Board members present:** Valarie Pomerleau, Sue Reay, Greg Durgin, Allen Curtis and Thomas Dunham

**Others attending:** Teresa Shaw (Interim Town Manager), Robin Lint (Town Clerk), Deb Nichols (Dep. Clerk) Grace Keene, Deb Doten, Marion Dunham and Donald Jutton (MRI).

The day was posted as an all-day event because Municipal Resources Inc. (MRI) would be at the office and transfer station with the possibility of multiple Select Board members present at the same time. Mr. Jutton was hired by the Select Board to review the town's organization and to give the select board any direction or suggestions as to how or what could change or work towards saving the town money and time. During the all-day process Mr. Jutton had a brief discussion with each employee and select board member, in order to get a better idea of how the town is run currently and the dynamics of the working environment.

**AFTER THE DAY-LONG PROCESS:**

The official meeting was called to order at 5:43 pm by Sue Reay, Chair.

To start off the meeting Mr. Jutton gave the board and residents in attendance a brief background about himself and his company, MRI. Some of the points made were as follows:

- He was a regional thinker.
- In his opinion he said Northern New England won't survive without regionalization.
- Looked at the area of the 6 towns which consisted of 200 square miles, 16,000 people total and 6 town managers. Too much administrative cost for the low number of residents in the 6 towns combined. Offices should be combined for a savings in each town.
- He thought that we would not be able to squeeze any more out of our town budget that would make a difference without regionalization.
- Need to prioritize the work load for employees by sorting out jobs so that priority is given to statutory requirements, less on the redundancies of some functions.
- Needed to collaborate with neighboring towns.
- With schools having declining enrollment the town will see the majority of residents being elderly and on fixed incomes who will not be able to afford to stay in their homes because of the taxes.
- Suggested that the town not hire a full time town manager. Suggested sharing a manager with another town.
- Disappointed that the regional public works didn't work out and suggested we find out why so that we could learn by it.
- Did not understand the work that the maintenance worker does. He does administrative work dealing with contract oversight and labor work like pot holes.
- Suggested the town see if the school would take over the maintenance of the sidewalk and donate the machine to the school as part of the deal.
- E-commerce is the way to go.
- Change office hours to Monday, Wednesday and Saturday mornings only, public will work through it and get used to it.
- Volunteer fire department will get less and less volunteers as the years go on and a regional fire department will be the way of the future.

- Stated that the first contract of the union is the most important contract. Offered MRI's assistance but would have to charge the town.
- Suggested that the select board and the employees sit down together to discuss the needs of each and how the divide between them can be repaired.
- The board should have an understanding of what they would like to accomplish.
- Setting goals with increment changes would be a place to start.
- Select board should cut their meeting dates in half. They would still accomplish what is needed in half the number of meetings.
- Mr. Jutton said he will send a recap in about a week or week and a half.

## **OTHER BUSINESS:**

**The Readfield Trail Agreements/Trail Easements Acceptance Policy** was approved at the March 25, 2015 Select Board meeting and a clean copy for the Select Boards signatures was presented and signed by Valarie Pomerleau, Allen Curtis, Thomas Dunham and Greg Durgin.

**Cemetery Committee vacancy and term discussion:** After a discussion concerning the term of the vacancy created by a resignation of a Cemetery Committee board member is was decided to advertise the vacancy with a term expiring June 30, 2015.

**Safety signs for the Church Road:** Mr. Durgin said he would not be attending the next select board meeting but did say someone from the Fields Committee will be attending. They will be requesting the Town put safety signs on the Church Road before and after the ball field property.

**Clarifying statements made at the April 6<sup>th</sup> Select Board meeting:** Mrs. Reay explained there were e-mails expressing concern about some statements made by select board members during the last meeting. Mrs. Reay wanted to clarify that she didn't think that board members should be taking phone calls on their cells or home phones while voters were making out their absentee ballots. The clerk, Robin Lint, received some of the e-mails and called MMA Legal for advice. Mrs. Lint reported that MMA said the select board members could deliver absentee ballots to voters as long as those board members are not on the ballot or a direct family member per state law. The Select Board can take phone calls from voters, it is not illegal. Mrs. Reay explained that is why the board is doing the ballot Informational Note Sheet and putting it in the Community Advertiser. She explained that she didn't want residents accusing the board of persuading voters one way or another during absentee voting.

**FOAA request:** Mr. Dunham had made a statement during the last Select Board meeting that he was not going to deal with FOAA requests anymore. Mrs. Reay reminded him during this meeting that he is legally required to fill all requests. Mr. Dunham said he would follow the law by allowing access to his e-mails by welcoming anyone to come to his house and he would log them onto his computer and they may review all his e-mails. Mrs. Reay said that he could not do that because he has some confidential documents and e-mails that are not for public access. Mr. Dunham said he wanted the clerk to close down his e-mail account and take it off the town's web site. He didn't want to deal with FOAA request any longer and that it has taken up to much of his time. Mr. Dunham said he had work to do and had a business to run. Mr. Curtis also said he wanted his e-mail account closed down and taken off the web site. He also didn't want to deal with the FOAA request anymore. Mr. Curtis said he just would not open e-mails any longer. The conversation got very heated and went back and forth for several minutes. Mrs. Reay said she would call legal tomorrow to get an answer as to whether or not the e-mail accounts can be shut down.

**Workshops & Agenda items:** The Chair asked the Select Board members about dates that would work for them for a couple of workshops. The first workshop would be to work on the town manager's job description and the second one would be to work on the ballot Informational Note Sheet that would be used to inform the voters on the town meeting ballot. Mr. Curtis was very upset and very vocal about the process that the Chair has decided to use concerning filling the town managers position and didn't agree with it. After a loud exchange of opinions, and a couple of the select board members threatening to leave the meeting, the following meeting dates were agreed on.

- April 13 at 5pm the select board will hold a workshop to work on the town manager's job description.
- April 16 at 5pm the select board will hold a workshop to work on the Informational Note Sheets for town meeting ballot.
- April 21 an agenda item for the select board will be to work on the criteria and objectives for the Appointment Procedure Policy adhoc committee.

**Interim Town Manager:** Mr. Durgin asked the Mrs. Shaw, the Interim Town Manager, how things were going and if select board members were letting her do her job. Mrs. Shaw said things were going okay. Mrs. Nichols said she felt like Mrs. Shaw was doing a good job and things are getting done in a timely matter.

Mrs. Reay adjourned the meeting at 7:40pm.

Recorded by Robin Lint



**Warrant**

# Select Board

# Town Manager

**Town Manager**

1. Permission to sign a Fireworks permit at the Town Beach, June 25, 2015, at 9PM.

This has become an annual event for Julia Clukey's Camp for Girls at YMCA Camp KV.

**NOTE:** Please try to guide residents contact the Town office with questions or concerns including those pertaining to Freedom of Access. It is really important we get complaints as they are happening.

If residents do not contact us, we don't know the issue is out there.



Department of Public Safety  
STATE FIRE MARSHAL'S OFFICE

52 State House Station  
Augusta, ME 04333-0164

Tel. (207) 626-3880

FAX: (207) 287-6251



**APPLICATION FOR OUTDOOR FIREWORKS DISPLAY**

**APPLICANT MUST FILL OUT ALL REQUIRED INFORMATION BELOW**

NAME OF SPONSOR: Julia Clukey's Camp for Girls at YMCA Camp KV TEL: 622-9622  
MAILING ADDRESS: 916 Main Street

TOWN: Readfield

ZIP: 04355

**COMPANY ISSUING LIABILITY INSURANCE:**

(Signature and title of Sponsor)

1. Covering Storage:

(name)

(Certificate #)

(limits)

2. Covering Display: T.H.E. Insurance Company CPP0100495-00 \$ 10,000,000.00

(name)

(Certificate #)

(limits)

**LICENSED TECHNICIAN INFORMATION**

NAME OF LICENSED TECHNICIAN FOR DISPLAY: Patricia Levesque

LICENSE #: 2907

TELEPHONE NUMBER: 240-1428

MAILING ADDRESS: P.O. Box 731

ENDORSEMENTS: Outside Display

TOWN: Sabatius

ZIP: 04280

**DISPLAY SITE INFORMATION**

TOWN: Readfield

COUNTY: Kennebec

SPECIFIC LOCATION: On the beach area behind the Weathervane Restaurant Readfield Public Beach

DIRECTIONS:

CONTACT PERSON WHO KNOWS WHERE THE FIRING POINT WILL BE: Steve Marson

TELEPHONE NUMBERS:

623-9285

THE APPLICATION SHALL BE ACCOMPANIED BY AN ACCURATE AND DETAILED SITE DIAGRAM.

THE DIAGRAM SHALL CONTAIN THE FOLLOWING:

1. DIAGRAM OF THE DISCHARGE SITE.
2. DIAGRAM OF THE SPECTATOR VIEWING AREA.
3. DIAGRAM OF THE FALLOUT AREA.
4. DIAGRAM SHOWING ALL BUILDINGS IN THE AREA.
5. DIAGRAM SHALL ACCURATELY SHOW DISTANCES TO ALL AREAS INVOLVED.

**DISPLAY INFORMATION**

NAME OF PROPERTY OWNER: Town of Readfield

SIGNATURE OF PROPERTY OWNER:

DATE OF DISPLAY: June 25, 2015

RAIN DATE: None

(ENTER SPECIFIC RAIN DATE:)

TIME OF DISPLAY: 9:00 p.m.

CITY/TOWN: Readfield

COUNTY: Kennebec

THIS SHOW IS PRIVATE ☐

PUBLIC ☒

LARGEST SHELL SIZE TO BE FIRED: 3 inch

NAME AND ADDRESS OF PERSON FURNISHING DISPLAY:

NO. OF AERIAL SHELLS: 1200

Central Maine Pyrotechnics

NO. OF GROUND PIECES: n/a

PO Box 322

Hallowell, Maine 04347

(207) 623-9285

NOTES IF ANY:

**↓ DEPARTMENT OF PUBLIC SAFETY USE ONLY ↓**

APPLICATION REC'D:	SENT TO INSPECTOR:	APPROVED BY:	PERMIT # ISSUED:	CERTIFICATE #:	Date received by Inspector/Investigator:
\$141.00 FEE REC'D	DATE:	DATE:	DATE:	CHECKED BY:	OK TO ISSUE: <input type="checkbox"/>
					FAILED INSPECTION: <input type="checkbox"/>

**Boards**

**Committees**

**Commissions**

**Fields Committee Meeting      Notes 3/30/15**

Attending: Mark Hreben, Kathy Dupont, Dave Erb, Milt Wright, Gary Keilty, Kevin Elwell, Bruce Hunter, Greg Durgin

**Discussion items:**

Town owns field. To use, who would handle teams, groups, individuals signing up to use? Fee schedule

or use as Manchester does (sign up but no fee).

The current town insurance is adequate for the field.

Types of scoreboards to use? Cost to run around \$1,200-1,400 for manual. Possible to do a fundraiser for that item. Not on the list of priorities now. 4' x 8' is standard size.

Flagpole area with room for plaques, possible bench? Dedication of field in early summer possible not for first game.

Look at mowing and fertilizing field after snow gone. (Dave and Mark)

Bases, pitching rubber, home plate to cost \$418. Fields Committee to buy.

For the present, a non-permanent outfield fence will be put up. Discussion on temporary advertising at field. Greg to investigate what Manchester does.

Discussion about placing benches (not bleachers) for spectators.

Use of telephone poles to help align parking in new lot.

Dave and Gary to check on slope of land from where gate will be installed to allow emergency vehicles to pass. Dave to talk with John Cushing about this. May need leveling out and probable culvert for drainage at low spot on road to field with a turn around pad for emergency vehicle.

Possible for safety / caution signs to be installed on Church Road approaching field from both directions. Greg to bring to Select Board.

Poison Ivy eradication and clean-up of rock wall near road to aid visibility. (Conservation Commission)

A governance document for the field will be written by members of Trails, Rec, and Conservation groups and be presented to the Select Board at some point.

Kevin suggested a working check list to accomplish what needs to happen before first game.

**Priority List for first game and responsible party**

Gate and foul poles to be installed. Tom Donegan (Kevin McLaughlin?) Greg to contact.

Order and install bases, rubber, home plate: Mark, Kevin, Fields Comm.

Dugouts completed: Mark H. & Rec Comm.

Prep field: Rec Comm.

Trash management: Rec Comm.

Porta Potty placement: Rec Comm.

Telephone poles for parking lot: Conservation Comm.

**"On-going needs to be done"**

scoreboard, fence, ambulance access, flagpole, naming, dedication ceremony, advertising issue, safety signs, culvert install, dirt mound removal, poison ivy, field maintenance, usage of field, other

**NEXT MEETING: MONDAY, APRIL 13 AT 6:30**

**Appointments**

**Reappointments**

**Resignations**



2 of 2 For 1 position  
fitting Lee Hephners position  
ending 6-30-2015 (1yr)

# TOWN OF READFIELD

## APPOINTMENT APPLICATION

RECEIVED  
APR 14 2014

Hold for 1yr per policy!

The Select Board shall not discriminate against an applicant based on religion, age, sex, marital status, race color, ancestry, national origin, sexual orientation or physical or mental disabilities. The Select Board may exclude from consideration any applicant with physical or mental disabilities only when the physical or mental handicap would prevent the applicant from performing the duties of the appointment and reasonable accommodation cannot be made.

The Select Board shall have final authority over the appointment of citizens to Boards, Committees and Commissions that are instruments of Town Government. The Select Board shall not appoint an applicant to a position for which the applicant will likely have a frequent or recurring conflict of interest.

Please check one:



1<sup>st</sup> time appointment



re-appointment

Which Board, Committee or Commission

are you applying for?

Readfield Cemetery Com.

Name: John Moran

Phone (H): 685-9964

Street address: 8 Harmony Hills Rd

Phone (C):

Mailing address: Same

E-Mail:

Below please tell us of any experience and/or training that might be useful in this position.

past chair of Cemetery Comm -

Served several years on Cemetery Com.

Parents buried in East Readfield cemetery

Below please tell us the reason you are interested in applying for this position.

desire to serve community

If you are currently employed, what is your position?

~~2012~~ 4-22-14 I open position taking Lee Hepburners position  
APPLICATION FOR APPOINTMENT FOR:

Name: John Moran Position: Cemetery Com Memb Term: 3 year

### CLERK'S USE BEFORE THE APPOINTMENT

Open position: Committee Member Term:                       
Was this position advertised? ☒ Yes ☐ No If no please explain.

Is there a recommendation attached? ☒ Yes ☐ No If no please explain:

I do not recommend John Moran for the Cemetery Committee. He stated he could not continue to work with the Committee and the Sexton in 2010 when his last term was up. Grace Keene, Chair

\* I would like to add a comment on John Moran's application. Please add this to the other comments I made. \*

When John was on the Committee before, he was only interested in the East Readfield Cemetery, and not the other 6 cemeteries that we oversee, making it difficult to work together with the other members.

Thank You,  
6-12-14  
Grace Keene, Chair

### SELECT BOARD APPOINTMENT

To John Moran of Readfield, in the County of Kennebec and State of Maine: There being a position on the Cemetery Committee we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

                     thru 6-30-2018. Given under our hand this           , day of           , 2013.

Sue Reay

P. Greg Durgin

Thomas Dunham

Valarie Pomerleau

Allen Curtis

**TOWN OF READFIELD**  
**APPOINTMENT APPLICATION**

RECEIVED  
JUN 06 2014

The Select Board shall not discriminate against an applicant based on religion, age, sex, marital status, race color, ancestry, national origin, sexual orientation or physical or mental disabilities. The Select Board may exclude from consideration any applicant with physical or mental disabilities only when the physical or mental handicap would prevent the applicant from performing the duties of the appointment and reasonable accommodation cannot be made.

The Select Board shall have final authority over the appointment of citizens to Boards, Committees and Commissions that are instruments of Town Government. The Select Board shall not appoint an applicant to a position for which the applicant will likely have a frequent or recurring conflict of interest.

Please check one:

☒

1<sup>st</sup> time appointment

☐

re-appointment

Which Board, Committee or Commission  
are you applying for?

Cemetery Committee

Name:

Andrew Tolman

Phone (H):

685 4197

Street address:

183 North Rd

Phone (C):

933 9631

Mailing address:

" " "

E-Mail:

9183north@gmail.com

Below please tell us of any experience and/or training that might be useful in this position.

Former Select Board, Soc of Episcopal Priest.

Below please tell us the reason you are interested in applying for this position.

to help preserve the Town's historic cemetery

If you are currently employed, what is your position?

Retired

6-17-14 Hold for 1 year per policy!

## APPLICATION FOR APPOINTMENT FOR:

Name: Andrews Tolman Position Cemetery Committee Term: 3 yrs

### CLERK'S USE BEFORE THE APPOINTMENT

Open position Cemetery Com. Term:                       
Was this position advertised? ☐ Yes ☐ No If no, please explain:

Is there a recommendation attached? ☒ Yes ☐ No If no, please explain:

\* I highly recommend Andrews Tolman for the open position on the Cemetery Committee. I believe he will be a great asset to the Committee, as he has a long history of working in our town on various boards and committees.

### CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment? ☐ Yes ☐ No If yes, what date:                       
Is an Oath appropriate: ☐ Yes ☐ No If yes, what date:                     

### SELECT BOARD APPOINTMENT

To Andrews Tolman of Readfield, in the County of Kennebec and State of Maine: There being a position on the Cemetery Com. we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

                     thru 6-30-18. Given under our hand this             , day of             , 2014.

Sue Reay

P. Greg Durgin

Thomas Dunham

Valarie Pomerleau

Allen Curtis

**TOWN OF READFIELD**  
**APPOINTMENT APPLICATION**

RECEIVED	OFFICE USE 10:45 AM
APR 07 2015 DATE RECEIVED	

The Select Board shall not discriminate against an applicant based on religion, age, sex, marital status, race color, ancestry, national origin, sexual orientation or physical or mental disabilities. The Select Board may exclude from consideration any applicant with physical or mental disabilities only when the physical or mental handicap would prevent the applicant from performing the duties of the appointment and reasonable accommodation cannot be made.

The Select Board shall have final authority over the appointment of citizens to Boards, Committees and Commissions that are instruments of Town Government. The Select Board shall not appoint an applicant to a position for which the applicant will likely have a frequent or recurring conflict of interest.

Please check one:

☒

1<sup>st</sup> time appointment

☐

re-appointment

Which Board, Committee or Commission

are you applying for?

*Ad Hoc "Committee on Committees" Policy Adhoc Com.*

Name: *Henry Whittlemore*

Phone (H): *685-3258*

Street address: *28 Giles Rd.*

Phone (C): *857-207-8723*

Mailing address: *Readfield, ME 04355*

E-Mail: *henry.whittlemore@gmail.com*

Below please tell us of any experience and/or training that might be useful in this position.

*Planning Board, 1991-93; 30yr. career in forestry investment management; Skilled at problem solving, consensus building, collegial teamwork; public policy / advisory council experience while at DOC, HTRC*

Below please tell us the reason you are interested in applying for this position.

*Our town is at a crossroads where we could continue ongoing petty divisiveness, or turn to collegial consensus. I choose the latter. This Ad Hoc is a small way for me to begin to become involved.*

If you are currently employed, what is your position?

*Principal, Crow's Nest Collaborative, LLC → my own consultancy. I work mostly internationally now.*

Name: Henry Whittlemore Position: Ad Hoc Committee on  
Committees Term: until done

Open position  Term:

Was this position advertised? ☐ Yes ☐ No If no, please explain:

Is there a recommendation attached?	Yes	No	If no, please explain:
-------------------------------------	-----	----	------------------------

Chair has been notified of appointment? ☐ Yes ☐ No If yes, what date:

Is an Oath appropriate: ☐ Yes ☐ No If yes, what date:

To Henry Whittmore of Readfield, in the County of Kennebec and State of Maine: There being a position on the Appointment Policy Ad-hoc Com we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

thru . Given under our hand this , day of , 2015.

## Allen Curtis

**TOWN OF READFIELD**  
**APPOINTMENT APPLICATION**

RECEIVED OFFICE USE 11:45 am
APR 10 2015
DATE RECEIVED

The Select Board shall not discriminate against an applicant based on religion, age, sex, marital status, race color, ancestry, national origin, sexual orientation or physical or mental disabilities. The Select Board may exclude from consideration any applicant with physical or mental disabilities only when the physical or mental handicap would prevent the applicant from performing the duties of the appointment and reasonable accommodation cannot be made.

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Please check one:

☒

1<sup>st</sup> time appointment

☐

re-appointment

Which Board, Committee or Commission

are you applying for?

APPOINTMENT POLICY ADHOC COMMITTEE - AS EITHER A  
PUBLIC OR COMMITTEE MEMBER (REF COMMITTEE).

Name: CLIFFORD BUUCK Phone (H): 685-9988

Street address: 36 BEANS MILL RD. Phone (C): \_\_\_\_\_

Mailing address: SAME

E-Mail: clif\_buuck@yahoo.com

Below please tell us of any experience and/or training that might be useful in this position.

SEE ATTACHED

Below please tell us the reason you are interested in applying for this position.

SEE ATTACHED

If you are currently employed, what is your position?

## APPLICATION FOR APPOINTMENT FOR:

Name: Clifford Buuck Position Committee Member Term: None

---

### CLERK'S USE BEFORE THE APPOINTMENT

Open position Appt. Policy Ad hoc Com Term: None  
Was this position advertised? ☒ Yes ☐ No If no, please explain:

Is there a recommendation attached? ☐ Yes ☒ No If no, please explain:

### CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment? ☐ Yes ☐ No If yes, what date:   
Is an Oath appropriate: ☐ Yes ☐ No If yes, what date:

### SELECT BOARD APPOINTMENT

To  of Readfield, in the County of Kennebec and State of Maine: There being a position on the  we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

thru . Given under our hand this , day of , 2015.

\_\_\_\_\_  
Sue Reay

\_\_\_\_\_  
P. Greg Durgin

\_\_\_\_\_  
Thomas Dunham

\_\_\_\_\_  
Valarie Pomerleau

\_\_\_\_\_  
Allen Curtis



**Experience and/or training:**

During my 15+ year tenure as a town employee, I worked with numerous boards & committees on many topics and projects, as well as individual member volunteers. I've also participated as a volunteer. My experience is based on my personal and direct interaction and observations of our volunteers over an extended period of time.

**Reason/interest in position:**

Without reading a statement of the goals and objectives of this committee, my *reason* to pursue this position is somewhat speculative because there is already a policy in place. My *interest* is based in my respect and admiration for Readfield's corps of volunteers—their generosity distinguishes Readfield from other towns.

As with any small town, we have a *limited* number of willing and qualified volunteers to serve our many boards and committees. My interest is to contribute to a plan that will recognize their value and continue to foster and encourage the level of volunteerism we enjoy, without compromising the results of their efforts or the responsibilities of their positions.

**TOWN OF READFIELD**  
**APPOINTMENT APPLICATION**

OFFICE USE RECEIVED APR 16 2015 DATE RECEIVED
--

The Select Board shall not discriminate against an applicant based on religion, age, sex, marital status, race color, ancestry, national origin, sexual orientation or physical or mental disabilities. The Select Board may exclude from consideration any applicant with physical or mental disabilities only when the physical or mental handicap would prevent the applicant from performing the duties of the appointment and reasonable accommodation cannot be made.

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Please check one:

☒

1<sup>st</sup> time appointment

☐

re-appointment

Which Board, Committee or Commission

are you applying for?

Appointment Policy Ad Hoc Committee (AS board member)

Name: Rob Peale

Work 287-7679  
Phone (H): 685-3811

Street address: 42 Miller Rd

Phone (C): \_\_\_\_\_

Mailing address: same as above

E-Mail: robnpeale@hotmail.com

Below please tell us of any experience and/or training that might be useful in this position.

Current trail committee member, former member of planning board (incl. 1-2 years as chair), appeals board, and school board

Below please tell us the reason you are interested in applying for this position.

I want to support citizen participation in Readfield government affairs including boards and committees.

If you are currently employed, what is your position?

Senior environmental/hydrogeologist, Maine Dept. Env. Protection

APPLICATION FOR APPOINTMENT FOR:

Name:

Rob Peale

Position

committee member

Term:

None

CLERK'S USE BEFORE THE APPOINTMENT

Open position

Appt. Policy Adhuc Com.

Term:

None

Was this position advertised?

☒

Yes

☐

No

If no, please explain:

Is there a recommendation attached?

☐

Yes

☒

No

If no, please explain:

CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment?

☐

Yes

☐

No

If yes, what date:

Is an Oath appropriate:

☐

Yes

☐

No

If yes, what date:

SELECT BOARD APPOINTMENT

To

Rob Peale

of Readfield, in the County of Kennebec and State of Maine: There

being a position on the

Appt. Policy Adhuc Com

we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

thru

None

Given under our hand this

, day of

, 2015.

Sue Reay

P. Greg Durgin

Thomas Dunham

Valarie Pomerleau

Allen Curtis

**TOWN OF READFIELD**  
**APPOINTMENT APPLICATION**

OFFICE USE <b>RECEIVED</b> 5:05 pm APR 15 2015 DATE RECEIVED
---

The Select Board shall not discriminate against an applicant based on religion, age, sex, marital status, race color, ancestry, national origin, sexual orientation or physical or mental disabilities. The Select Board may exclude from consideration any applicant with physical or mental disabilities only when the physical or mental handicap would prevent the applicant from performing the duties of the appointment and reasonable accommodation cannot be made.

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Please check one:

☒

1<sup>st</sup> time appointment

☐

re-appointment

Which Board, Committee or Commission  
are you applying for?

Library

Name: Donna Witherill Phone (H): 685-9895

Street address: 95 Old Fairgrounds Rd Phone (C): 333-0648

Mailing address: 95 Old Fairgrounds Rd Readfield, Maine 04355

E-Mail: dwith11@gmail.com

Below please tell us of any experience and/or training that might be useful in this position.

I was on the board for the Maranacook Local Food  
Buyers Club.

Below please tell us the reason you are interested in applying for this position.

I want to serve the community and I have always been  
interested in the library.

If you are currently employed, what is your position?

I am the assistant to the grower at Longfellow's Greenhouses

## APPLICATION FOR APPOINTMENT FOR:

Name:

Donna Withersall

Position

Library Bld of Trustees

Term:

June 30, 2016

### CLERK'S USE BEFORE THE APPOINTMENT

Open position

Lib. Bld of Trustees

Term:

June 30, 2016

Was this position advertised?

☒ Yes

☐ No

If no, please explain:

Is there a recommendation attached?

☐ Yes

☒ No

If no, please explain:

NO - no longer asked for

### CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment?

☐ Yes

☐ No

If yes, what date:

Is an Oath appropriate:

☐ Yes

☐ No

If yes, what date:

### SELECT BOARD APPOINTMENT

To Donna Withersall of Readfield, in the County of Kennebec and State of Maine: There being a position on the Library Bld. of Trustees we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

                     thru 6-30-2016. Given under our hand this           , day of           , 2015.

Sue Reay

P. Greg Durgin

Thomas Dunham

Valarie Pomerleau

Allen Curtis

Peter J. Barengo  
89 P Ridge Rd.  
Readfield, ME 04355

April 13, 2015

Sue Reay  
Select Board Chair  
Town of Readfield  
8 Old Kents Hill Rd.  
Readfield, ME 04355

Dear Sue,

Please accept this letter as resignation from my position as the Readfield Trustee on the Cobbossee Watershed District's Board of Trustees.

I feel that it is in the best interest of both myself and the organization if I step down from my board responsibilities at this time. I hereby relinquish all responsibilities as a trustee, effective immediately.

I apologize for any inconvenience that my resignation may cause. If any clarification is needed, please do not hesitate to contact me. My phone number is 685-0928 and my email address is pbarengo@gmail.com.

It has been a pleasure and an honor to serve the Town of Readfield in this capacity. I wish the Cobbossee Water District continued success and thank you for all of the good work that you do.

Best regards,

Peter J. Barengo, LVT

Cc: Bill Monagle

# Appointment Policy

# DRAFT

## Boards and Committees

### Ad Hoc Committee Directives

4/01/2015

- Review current Appointment policy.
- Review current committee mission statements.
- Write DRAFT Boards and Committee policy that may include the following:

Application process

FOAA responsibilities for all committees

General responsibilities for all committees

Appointment/ un-appointment process

Ethics policy

Term limits?

Define qualifications and expertise for each committee

The goal is to clarify the rolls and responsibilities of all of our appointed committees.

By T. Dunham



**Legal**

**RFP**

<b>Legal RFP Comparison</b>	<b>O'Donnell, Lee, McCowan &amp; Phillips, LLC</b>	<b>PretiFlaherty</b>	<b>Shelton Taintor &amp; Abbott</b>	
<b>Attorney Cost/ Hour</b>	\$190.00	\$200.00	\$230.00	
<b>Associate Attorney Cost/ Hr</b>	\$190.00	\$175.00	\$185.00	
<b>Paralegal Cost/ Hour</b>	\$90.00	\$100.00	\$100.00	
<b>Clerical Cost / Hour</b>	\$90.00	No charge	No Charge	
<b>Other Staff Cost/ Hour</b>	N/A	No Charge	No Charge	
<b>Billable Rate Travel</b>	Both ways	Both Ways	Both Ways	
<b>Rate varies Time of Day</b>	No	No	No	
<b>Mileage Rate</b>	standard IRS .565	standard IRS .565	standard IRS .565	
<b>Research Serv Cost/ Hour</b>	Hourly Rate		\$0.34/Minute	
<b>Other: Copy,Fax, Phone etc</b>	Actual Cost	No Charge	\$.20/Copy, \$1.00 page Fax	
<b>*** See Bernstien Shurs email</b>				
<b>***Bids were due on Wednesday April 15, 2015. I got work about 10:15AM -</b>				
<b>(Open hours are noon to 6PM) A note from Fedex was stuck to the door, they had been here to</b>				
<b>deliver package(s). Fedex dropped the packages off at 4:25PM 4/15/2015,</b>				
<b>after the bids had been opened. They remain unopened, waiting for your</b>				
<b>guidance.</b>				

**Teresa**

---

**From:** Lee Bragg [lbragg@bernsteinshur.com]  
**Sent:** Wednesday, April 15, 2015 2:59 PM  
**To:** 'Teresa'  
**Subject:** Legal Services RFP  
**Attachments:** 6173551\_1.pdf

Teresa,

I am writing in response to the Request for Proposals recently issued by the Select Board. Please accept the proposal that my firm submitted last year as the firm's renewed proposal for this year. It remains unchanged, except as agreed in discussions with the Board. I believe that a copy of the proposal is still in the Town's possession, but a copy is attached hereto for your convenience. I would ask that you submit a copy of the proposal to the Select Board when it meets to review any new proposals that the Town receives.

I assume that my position as legal counsel to the Town will continue until such time as the Board accepts a proposal from another firm; i.e. my responsibilities to the Town in this capacity will remain unchanged in the event that the Board decides not to take action on a competing proposal.

Thank you for your consideration in this regard.

Lee

**Lee Bragg**

**Shareholder**

[lbragg@bernsteinshur.com](mailto:lbragg@bernsteinshur.com)

207 629-6212 direct

207 623-1596 main

[My Bio](#) | [LinkedIn](#) | [Twitter](#)

**BERNSTEIN SHUR** | Click for Address: [Augusta, ME](#) | [Portland, ME](#) | [Manchester, NH](#) | [bernsteinshur.com](http://bernsteinshur.com)

*Member, Lex Mundi, the world's leading association of independent law firms.*

**Confidentiality notice:** This message is intended only for the person to whom addressed in the text above and may contain privileged or confidential information. If you are not that person, any use of this message is prohibited. We request that you notify us by reply to this message, and then delete all copies of this message including any contained in your reply. Thank you.

# **Library Painting RFP**

**CRAPOTTS CORP.**

46 CARGILL ST. LIVERMORE FALLS, MAINE 04254 (207) 897-4264 ALSO FAX



4-15-15

**To:** Town of Readfield  
8 Old Kent Hill Rd  
Readfield, ME 04355

**RE:** Library Building Painting (Exterior)

**Proposal:**

Crapott's Corp proposes to furnish materials, labor and equipment necessary to complete the scope of work to paint the north (rear) and west sides of the Readfield Public Library per specs from owner.

**Total for above work: \$11,652.00**

Thank You,  
Roger Soucy  
Crapott's Corp.

ACCEPTED \_\_\_\_\_

DATED \_\_\_\_\_

**THIS PROPOSAL IS SUBJECT TO REVISION IF NOT ACCEPTED WITHIN 30 DAYS**  
We wish to thank you for the opportunity to serve you.

# FRANK D'S PAINTING

15 Hazel Street  
Auburn, ME 04240  
(207) 344-9754

Date: 4/15/13

Owner/Contact: TOWN OF READFIELD MAINE  
Job Location: 1151 MAIN ST READFIELD  
Type Of Building:

## ESTIMATE/CONTRACT

### WORK TO BE DONE:

- SCRAPE CAULK BACK AND SIDE OF
- BUILDING APPLY 2 COATS OF SOLID STAIN
- TO BODY AND TRIM
- 
- 
- 

Total Estimate/Contract: 4,500  
Material included

### Payment Terms:

The above fee is payable one half prior to the commencement of the work and the balance upon completion of the work outlined above.

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Francis A. Dunne, Owner

# **Public Communication Policy**

## Readfield Select Board Policy for "Public Communications" Sessions

The Select Board encourages citizens of the Town of Readfield to attend Board meetings, conducted at the Town Office at 6:30 Monday evenings, which are open to both the press and the public except during executive sessions. Executive sessions, which usually occur at the end of a meeting, deal with topics that the open discussion of which may potentially harm the Town, affected individuals or both, or are authorized/mandated by state law. The Select Board follows state law with regard to executive sessions. The Board encourages residents to bring issues of concern or interest of an individual or of the community to the attention of the Select Board. Citizen involvement in Town governance enhances the sense of community that makes Readfield a great place to live, work, and visit. Select Board meetings follow an agenda, which lists the issues the Board will address. The Board wants to hear from citizens and recognizes one way for residents to participate is to speak out in the "Public Communications" sections of each Select Board Meeting. The Select Board also recognizes that efficient, productive and orderly meetings are essential to ensure full and fair consideration of agenda subjects at each meeting. To balance these two interests, the Select Board adopts this Policy to govern the "Public Communications" agenda item of the meetings.

1. Citizens will be allowed to comment on each agenda, with comments pertaining only to the item being discussed before final action is taken. Comments will be limited to three minutes.
2. There will be one "Public Communications" segment at each regularly scheduled Select Board Meeting at the end of the meeting. Each Public Communications segment is limited to fifteen minutes, allowing three (3) minutes per person. Repeat speakers shall be allowed to speak again after anyone wishing to speak has done so and we are still in the fifteen minute allotted time frame. The full fifteen minute time interval will not be reserved for potential discussion. A citizen who is present at the meeting may request the Select Board to extend the Public Communication time, with the Select Board voting on the amount of time and either accepting or rejecting the additional time allocation requested.
3. All public comments or questions shall be directed to the Chairperson, who will recognize each speaker in turn. Remarks may not exceed three minutes per speaker. Each speaker must identify him/herself and the group he/she represents, if applicable. Speakers may not "read into the record" remarks prepared for or directed to another person or entity. This segment of the agenda is intended for brief, usually informal, discussions.
4. A speaker requesting to present a more formal or comprehensive discussion may request in advance to be on the agenda for that evening. To request to be on the agenda, one should contact the Town Manager by Monday noon prior to the following scheduled Select Board Meeting. The "Public Communications" segment is not an appropriate time to request an interpretation and/or decision of the Select Board. All reasonable requests will be considered, but it will be at the Select Board Chairperson's discretion whether to allow an agenda item, depending on the nature of the request and the time available at a specific meeting. Any request to be on the agenda denied by the Chairperson of the Board, may be brought forth before the entire Select Board during Public Communications time for the entire Select Board to review. If a motion is made and passes to add the item to a future agenda, the Chairperson will add it to the agenda within the next two scheduled Select Board meetings.
5. The Select Board will not accept written materials distributed at a Select Board meeting, other than petitions submitted in accordance with state law. Individuals or groups must submit written materials for the Board's attention to the Chairperson of the Select Board, no later than noon on the Monday before the next scheduled Select Board meeting. The Chairperson shall provide to the Town Manager any written materials received from the public for distribution to all Board members. Please reference Number 8 below.
6. Individuals or groups who desire a response from the Select Board are advised to contact the Town Manager and all Select Board Members to request placing an item on the Board's agenda for discussion



or submit a letter rather than relying on a "Public Communications" session. The Select Board shall note any concerns, questions, comments and communications from the public and possibly address at a following meeting. The Chairperson also could direct the individual or group to an appropriate resource for further information. The Select Board will not enter into debate with the public on a topic but may provide factual information regarding the substance of a comment or ask clarifying questions. Following the meeting, the Chairperson, on behalf of the Select Board will submit contact information (if provided) for the member of the public who asked a question or provided a comment to the appropriate resource for further information, if needed.

7. Questions about Town affairs and criticisms or concerns about Town policies, actions, or programs are welcome, provided they do not become personal.

8. No personal attacks on any individual or firm, including Town employees, Town officials, or members of the public, will be tolerated during any meetings. Please direct concerns about Town officials to the Chairperson of the Select Board outside the public meeting. Complaints concerning any employee of the Town, other than the Town Manager, shall be directed only to the Town Manager and are not permitted to be publicly discussed, pursuant to Maine Labor Laws. Complaints involving the Town Manager shall be directed to the Select Board for consideration, but are not permitted to be publicly discussed pursuant to Maine Labor Laws.

9. The Select Board vests in its Chairperson the discretion to terminate any remarks if the speaker does not adhere to this policy. At any time, remaining Select Board members may call a point of order and ask the Chairperson to address any individual(s) that are not abiding by this policy. This pertains to the public, Select Board Members, and all Town employees.

Adopted as policy by the Select Board on 11/05/2012

Amended and adopted on 02/25/2013

**Other**

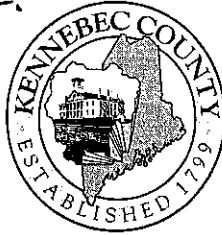
**Public**

**Communications**

**County  
Commissioners**

Kennebec County  
Courthouse

F.Y.I.



125 State Street  
Augusta, Maine 04330  
Tel: 207-622-0971  
Fax: 207-623-4083

April 13, 2015

RECEIVED

APR 13 2015

Dear Municipal Officers:

We are sending you this Action Alert concerning LD 186 An Act to Reverse Jail Consolidation. Kennebec County, The City of Augusta and Maine Municipal Association were the only ones to speak in opposition to this proposed legislation.

After capping the property tax on the cost of operating the county jails eight years ago we have experienced only modest increases to the county budget. Last year the county tax rose 1% while a number of towns actually saw a decrease in their county tax.

Repeal of state funding for the county jail system will have a devastating effect on the property tax in Kennebec County. The loss of state funding and the increase to the cost of boarding inmates in other jails when Kennebec's is overcrowded could cost an additional \$2.6 million of property taxes in Kennebec County.

**Contact your local legislator, members of the Criminal Justice and Public Safety Committee and the bill's co-sponsors if you are as concerned as we are.**

If you have any questions don't hesitate to call us at 622-0971

Sincerely,

Robert Devlin, County Administrator

**District 1**

**Beverly C. Daggett**

16 Pine Street, Augusta, Maine 04330  
Res.: 207-622-9053

**District 2**

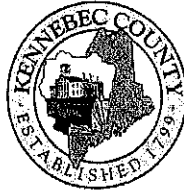
**Nancy G. Rines**

P.O. Box 68, South Gardiner, Maine 04359  
Res.: 207-582-1844

**District 3**

**George M. Jabar II**

1 Center Street, Waterville, Maine 04901  
Res.: 207-873-0781



## **LD 186 An Act to Reverse Jail Consolidation**

### **KENNEBEC COUNTY**

#### **SUPPORTS AN OUGHT NOT TO PASS**

#### **LD 186 COULD INCREASE THE PROPERTY TAX IN KENNEBEC COUNTY BY \$2,600,000**

Senator Paul Davis of Piscataquis has introduced a bill to turn the clock back eight years and return the increased cost of the county jails to the property tax. **LD 186 An Act to Reverse Jail Consolidation** would eliminate the Maine Board of Corrections and return control of the fifteen jails to the sheriffs while returning funding to the county tax assessment.

We are opposing this bill after the recommendations reported in the Flanagan Report on jail consolidation were not fully implemented after two members to the Maine Board of Corrections were never appointed. The BOC was never given a chance to make the system successful.

The bill proposes to keep \$12 million of supplemental funding but proponents are already saying this would decline over a three year period to eliminate state funding of the county jail system.

This is a so called "soft landing."

**If implemented today the increase to the county budget could be 27% to 30%. A \$2.6 million increase.**

**(In comparison, the proposed FY16 county budget is expected to increase by 1.1%)**

The "soft landing" funding does not include the cost of boarding inmates at other county jails when Kennebec's jail is overcrowded. Today this cost is borne by the Board of Corrections by funding the jails with excess beds to house inmates from the facilities experiencing overcrowding.

**LD 186 leaves the funding for boarding out inmates up to the local property tax.**

There is no question that a full return to the counties will return us to the days were inmates are traded as commodities by the jails with "beds for sale. The day state funding stops paying for the boarded inmates the cost will rise to \$75 or \$100 a day. Today, we are boarding 45 to 50 inmates at other jails. Currently the Board of Corrections pays this cost at a marginal rate.

DO NOT BE FOOLED! If not this year then in the following years all of these costs will be passed to the property tax.

**PLEASE CONTACT YOUR LEGISLATOR AND MEMBERS OF THE CRIMINAL JUSTICE AND PUBLIC SAFETY COMMITTEE AND  
TELL THEM THIS A BAD DEAL FOR THE TAXPAYERS OF KENNEBEC COUNTY**

Commissioner Nancy Rines

Commissioner Beverly Daggett

Commissioner George Jabar II

Sheriff Randall Liberty

Robert Devlin, County Administrator

**IF LD 186 PASSED TODAY, REPEALING THE TAX CAP ON COUNTY JAILS AND BOARD OF CORRECTIONS FUNDING, THE COUNTY TAX COULD INCREASE ON AVERAGE 27%.**

**SUPPORTERS OF THE BILL PROPOSE A "SOFT LANDING" OVER THREE YEARS.**

**SPREAD OUT OVER THREE YEARS WILL HAVE THE SAME CUMULATIVE EFFECT.**

Tax Distribution Schedule					
Municipality	2014 State Valuation	FY15 Mill Rate 0.0009588609	2015 State Valuation	LD 186 FY16 0.0012145506	Percent Tax Change
Albion	124,250,000	119,138.47	125,150,000	152,001.01	27.6%
Augusta	1,490,850,000	1,429,517.77	1,503,750,000	1,826,380.46	27.8%
Belgrade	587,200,000	563,043.12	578,950,000	703,164.07	24.9%
Benton	172,800,000	165,691.16	185,250,000	224,995.50	35.8%
Chelsea	149,400,000	143,253.82	144,800,000	175,866.93	22.8%
China	388,650,000	372,661.29	383,350,000	465,597.97	24.9%
Clinton	179,850,000	172,451.13	181,450,000	220,380.21	27.8%
Farmingdale	188,150,000	180,409.68	197,650,000	240,055.93	33.1%
Fayette	161,800,000	155,143.69	159,350,000	193,538.64	24.7%
Gardiner	326,350,000	312,924.25	323,600,000	393,028.57	25.6%
Hallowell	235,250,000	225,572.03	237,600,000	288,577.22	27.9%
Litchfield	318,100,000	305,013.65	330,700,000	401,651.88	31.7%
Manchester	301,450,000	289,048.62	310,050,000	376,571.41	30.3%
Monmouth	397,200,000	380,859.55	378,100,000	459,221.58	20.6%
Mount Vernon	240,650,000	230,749.88	245,000,000	297,564.90	29.0%
Oakland	490,100,000	469,937.73	499,750,000	606,971.66	29.2%
Pittston	178,700,000	171,348.44	177,500,000	215,582.73	25.8%
Randolph	87,000,000	83,420.90	85,850,000	104,269.17	25.0%
Readfield	264,850,000	253,954.31	260,950,000	316,936.98	24.8%
Rome	289,700,000	277,782.00	299,600,000	363,879.36	31.0%
Sidney	371,500,000	356,216.82	366,300,000	444,889.88	24.9%
Vassalboro	319,850,000	306,691.66	319,700,000	388,291.83	26.6%
Vienna	67,400,000	64,627.22	67,550,000	82,042.89	26.9%
Waterville	757,300,000	726,145.36	747,700,000	908,119.48	25.1%
Wayne	187,600,000	179,882.30	187,450,000	227,667.51	26.6%
West Gardiner	270,000,000	258,892.44	265,600,000	322,584.64	24.6%
Windsor	178,050,000	170,725.18	208,400,000	253,112.35	48.3%
Winslow	565,450,000	542,187.90	577,600,000	701,524.43	29.4%
Winthrop	610,600,000	585,480.47	606,750,000	736,928.58	25.9%
Unity Township	3,805,044	3,648.51	5,212,358	6,330.67	73.5%
Totals	9,903,855,044	9,496,419	9,960,662,358	12,097,728	27.4%
Tax Calculation		2014 Adopted	FY15 ADOPTED	LD 186	% CHANGE
Total Estimated Expenditures		\$ 10,696,799	\$ 10,900,919	\$ 13,556,450	24.36%
Total Estimated Revenues		-\$1,155,500	-\$1,254,500	-\$1,308,722	4.32%
Surplus from Undesignated Fund Balance		\$ (150,000)	\$ (150,000)	\$ (150,000)	0.00%
Tax Revenue Required		9,391,299	9,496,419	\$ 12,097,728	27.39%

# 127<sup>TH</sup> MAINE LEGISLATURE: KENNEBEC COUNTY DELEGATION

Maine Senate 287-1540 Maine House 287-1400

## **\*Member of the Criminal Justice and Public Safety Committee**

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Sen. Thomas B. Saviello (R-Franklin) Co-sponsor of LD 186

Sen. Rodney L. Whitemore (R-Somerset) Co-sponsor of LD 186