

**Readfield Select Board  
Regular Meeting  
Agenda**

**June 29, 2015**

**Meeting starts: 5:00 PM**

**Location: Gile Hall**

**Pledge of Allegiance**

**1. Executive Session – MRSA Title 1 §405 (6)(D)**

**Workshop - Collections Clerk Job Descriptions, Job Description**

**1. Minutes:** Select Board meeting minutes of June 15, 2015 - 5 minutes

**2. Warrant: #26 – 5 minutes**

**Communications – 30 minutes**

**3. Select Board communications**

**4. Town Manager**

**5. Boards, Committees, Commissions & Departments**

- cemetery committee minutes

**Appointments/Reappointments: - 15 minutes**

**6. Appointment – Health Officer- Oscar Thomas Feagin**

- Road Committee – Lenny Reay, Jr.

Reappointment - Maranacook Lake Dam Committee – Laurence Perkins

- Conservation Committee – Tim Sniffen and Jerry Bley

**7. Resignation – Conservation Committee- Dan Meyer**

**8. Annual Appointments**

**Unfinished Business**

**9. Collections Clerk Job Description**

**10. Town Manager Interview Questions-5 minutes**

**11. Town Meeting - Secret Ballot – 15 minutes**

**New Business:**

**12. RFP Awards 20 minutes**

- Paving
- Road Maintenance
- Road Shoulder
- Crack Sealing

**13. Road Work RFP –Box Culvert - 10 minutes**

**14. Policies –5 minutes**

A. Disbursements Warrant for State Fees

B. Disbursement for Employees Wages and Benefits

C. Outstanding or Delinquent Taxes

**15. Waste Management**

**16. Review of proposed Holiday closing**

**17. Other - 10 minutes**

**Public Communications:**

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

**Adjournment**

# **1. Minutes - June 15, 2015**

**Readfield Select Board**  
**Regular Meeting Minutes June 15, 2015 - Unapproved**

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

**Others attending:** Teresa Shaw (Interim Town Manager), Robin Lint (Town Clerk), William Starrett, Kristie Hutchinson and Shanon Gould (PEG TV), Sandra Rourke, John Parent, Christine Sammons, Grace Keene, Milton Wright, Clif Buuck, Pam Osborn, Larry Perkins, Wendy Dennis, June Wagner, Tom Donegan and Robert Bittar.

Mrs. Reay called the meeting to order at 6:35 pm followed by the Pledge of Allegiance.

**1.) Minutes: May 6, 2015, June 1, 2015, June 2, 2015 and June 8, 2015**

- **Motion** by Ms. Pomerleau to approve the minutes of May 6, 2015 as amended, second by Mr. Durgin. Vote 5-0 in favor.
- **Motion** by Mr. Dunham to approve the minutes of June 1, 2015 as amended, second by Ms. Pomerleau. Vote 5-0 in favor.
- **Motion** by Mr. Durgin to approve the minutes of June 2, 2015 as amended, second by Ms. Pomerleau. Vote 4-1 with Mr. Curtis voting in the negative.
- **Motion** by Mr. Curtis to approve the minutes of June 8, 2015 as amended, second by Mr. Dunham. Vote 5-1 with Mrs. Reay voting in the negative.

**2.) Warrant: Warrant #25**

- **Motion** by Mr. Dugin to approve Warrant #25 in the amount of \$55,170.62, second by Ms. Pomerleau. Vote 5-0 in favor.

**10.) Other (out of order): Maranacook Dam**

- Wendy Dennis and Larry Perkins were both in attendance to ask the Select Board to hold a revote on Article 26 a Capitol Improvement article which included the Maranacook Dam and Equipment. They asked if the articles could be revote on and separated to see if the voters meant to vote down one or both items. Ms. Dennis said she would like to see 2 articles for the Maranacook Dam, one with the new tax dollars of \$20,000 and one with the \$8,000 from last year that hasn't been used this year.
- Mr. Dunham, Ms. Pomerleau, Mr. Curtis and Mr. Durgin said they would be okay with putting the article back out to be revoted on. Mrs. Reay said she does not want to because she wants to follow the wish of the voters. Mr. Parent from the Budget Committee said he would like to see a revote also.

**3.) Select Board Communications:**

- Mr. Curtis reported on the Union negotiation process. Mr. Curtis said of the 41 items to be agreed upon, there are 63% completed.
- Mrs. Reay reminded the board that road RFP's will be opened at 3:00pm on June 18<sup>th</sup>. Mr. Durgin said he would attend the bid opening.
- Mr. Dunham asked if the pole lights could be turned off at 8:30pm and turned off on weekends. He also said one of the coach lights on the side of the building is not working.  
**Motion** by Mr. Dunham to turn the parking lot lights off at 8:30pm, second by Ms. Pomerleau. Vote 1-4 motion fails with Mr. Dunham voting in the positive.

- Mrs. Reay requested that the Town of Readfield sign here at the Town Office be fixed if the budget allowed. Mrs. Lint asked if an additional part could be added to the sign so that the Town Office could advertise on it when needed. The board agreed but asked that it be checked out with the Code Enforcement so that it meets the Town's sign ordinance.

#### 4.) Town Manager:

- Interim Town Manager, Teresa Shaw, said in the interest of time she has nothing to report.

#### 5.) Board, Committees, Commissions & Departments

- Mrs. Reay announced the openings on the Town's board, committee and commissions.

#### 6.) Appointments/Reappointments:

- Health Officer Appointment: Mr. Oscar Thomas Feagin has applied for the Health Officer position but did not show up for the meeting. Someone will notify him of the next meeting to attend.
- Recreation/Beach Board of Trustees: Mr. Donegan has reapplied for another three year term on the Recreation/Beach Board of Trustees.
- **Motion** by Mr. Dunham to reappoint Tom Donegan for a three year term on the Recreation Committee from July 1, 2015 thru June 30, 2018, second by Mr. Durgin. Vote 5-0 in favor.

#### Unfinished Business

#### 7.) Appointment & Procedure Adhoc Committee criteria:

- **Motion** by Mr. Durgin to accept the Appointment Policy Adhoc Committee's directives as stated on the second page with the M:Tel clerk at the bottom of the page, second by Mr. Dunham. Vote 5-0 in favor.
- The Committee will look into the recommendation issue.

#### 8.) Collections Clerk Job Description:

- **Motion** by Mr. Durgin to accept the Collection Clerk, Deputy Registrar, Deputy Treasurer, Deputy Clerk, Deputy Tax Collector's job description, second by Ms. Pomerleau. Vote 5-0 in favor.
- Open public hours for the front window/collection clerk job still has not been determined so a workshop on June 29<sup>th</sup> at 5:00pm has been set.

#### 9.) Public Communications Policy:

- A clean copy of the adopted Public Communications Policy was presented as approved at the June 5, 2015 meeting.

#### 11.) Peg Station Presentation (taken out of order):

- Mrs. Hutchinson and Mrs. Gould's last meeting will be June 29<sup>th</sup>.
- Mrs. Hutchinson talked about getting more information from the board about their wants and needs so that the PEG employees can figure out how the station will accomplish them. She also talked about Mr. Starrett and how dedicated he has been to the station since the first day and how she thought he could be the person to bring the station into live streaming and other ways of getting the recorded and live Select Board meetings to more people.

**Motion** by Mr. Durgin to extend the meeting to 9:15 pm, second by Mr. Curtis. Vote 5-0 in favor.

## **Public Communications**

### **19.) Members of the public may address the Select board on any topic**

- Sandra Rourke said there was wrong information in the Community Advertiser about Readfield's voting results and wanted to know where the Advertiser got their information. It was reported that the Town Office staff has not spoken to anyone at the Advertiser. The Interim Town Manager will contact the Advertiser to see if they can do a correction.
- Milton Wright reported damage to the Torsey Pond Nature Preserve trail. It was reported that an ATV had been down as far as the first footbridge and had damaged some trees and walk ways. Mr. Wright will contact the authorities to report the damage.

### **10.) Town Meeting – Secret Ballot**

- Article 12: Codes and Assessing-split up into two articles
- Article 26: Capital Improvements, Equipment and Maranacook Dam – split up into two articles
- Article 40: Overdrafts
- The Select Board and Budget Committee will meet on June 22 at 6:00 pm to discuss these possible articles.

**Motion** by Mr. Dunham to extend the meeting to 8:30 pm, second by Ms. Pomerleau. Vote 4-1 with Mr. Durgin voting in the negative.

- Mr. Dunham would like to see another secret ballot process.
- Ms. Pomerleau would like to see an on floor town meeting for time sake.
- Mr. Durgin agrees with Ms. Pomerleau.
- Mr. Curtis said he would agree to an open town meeting if it could be by secret ballot.
- Mrs. Reay said the Town's people have spoken and they should only have a revote on the Code Enforcement Officer and Assessors articles.
- **Motion** by Mr. Curtis to readdress the articles in a secret ballot process at an earliest time, second by Mr. Dunham. Vote 4-1 with Mr. Durgin voting in the negative.

**Motion** by Mr. Curtis to recess, second by Mrs. Reay. Vote 4-1 with Ms. Pomerleau in the negative.

Meeting will reconvene at 4:30 pm on June 16, 2015 to finish the agenda items not addressed.

- 12.) Road Work RFP – Box Culvert
- 13.) Policies
  - a.) Disbursements warrant for State Fees
  - b.) Disbursements for Employees Wages and Benefits
  - c.) Outstanding or delinquent Taxes
- 14.) Waste Management
- 15.) Transfer Station
- 16.) Website/Messenger outsource
- 17.) Review of proposed Holiday closing
- 18.) Other cont. (if needed)

The next day, June 16<sup>th</sup>, it was determined that there would not be a Select Board quorum to meet and continue the meeting. All items will be moved to the June 29<sup>th</sup> agenda.

*Minutes recorded by Robin Lint, Town Clerk*

# **2. Warrant # 26**

# **3. Select Board Communications**

# 4. Town Manager



# 5. Boards & Committees

**Readfield Cemetery Committee Meeting Minutes**  
**May 4, 2015**  
**Approved June 8, 2015**

**Committee Members Present:** Grace Keene, Marianne Perry, Deb Doten, Lydia Adelson, John Moran, Pam Osborn, Brenda Lake, Sandra Rourke

**Committee Members Excused:** Lorraine Wagner

**Select Board Liaison:** Excused

**Staff:** Karen Peterson, Sexton

The meeting began at 10:05 am at the Readfield Corner Cemetery.

**Meeting Minutes:**

Deb Doten reviewed the draft recommendations for changes and circulated revisions to the March 23, 2015 minutes. Marianne Perry made a motion to accept the meeting minutes. The motion was seconded by Brenda Lake. Three minor grammatical revisions were made to the minutes. Motion carried (6 approved, 1 abstained, 1 not approved) with revisions.

**Mission Statement:**

Pam Osborn drafted the following mission statement for approval:

*Mission Statement*

*The mission of the Readfield Cemetery Committee is to endeavor to preserve and maintain the integrity, character, beauty, and historical value of Readfield's cemeteries; and to monitor application of the Cemetery Rules to those ends. The Cemetery Committee will serve as an advisory board to the Select Board, the Town Manager, the Sexton and the Readfield community.*

Brenda Lake made a motion to accept the mission statement. Marianne Perry seconded the motion. The mission state was approved 8-0 with minor revisions to be as follows:

*Mission Statement*

*The Readfield Cemetery Committee is to endeavors to preserve and maintain the integrity, character, beauty, and historical value of Readfield's cemeteries; and to monitor application of the Cemetery Rules to those ends. The Cemetery Committee will serve as an advisory board to the Select Board, the Town Manager, the Sexton and the Readfield community.*

Thank you Pam!

**Sexton's Update**

- Grace and Karen met with an engineer (Helen Watts) about the stone walls that that need to be repaired at the Readfield Corner and Case cemeteries as recommended by the Select Board. Ms. Watts is preparing a report of the work needed and the approximate cost. The damage is caused by frost heaves over many years. She did indicate the cost to repair these walls was more than the \$10,000 set aside in the budget.

- Karen has not contacted Libby Doak to see if she is available to teach volunteers about stone cleaning.
- Libby Doak and Dale Potter-Clark are providing a lecture through Maranacook Adult Education called Early Religion and Preachers in Readfield on May 20<sup>th</sup> from 6:30 to 8:30.
- There have been two bids submitted to provide work on the Living Fence. Karen and Marianne will review them and make recommendations.
- The fence at the Dudley Plains Cemetery was damaged this winter. This fence was within the easement as are the first row of gravestones. The fence will be replaced for \$250.
- Applications are still being accepted for mowing. Interviewing will begin next week.

#### **Reappointments:**

Marianne Perry, Grace Keene, Loraine Wagner and Deb Doten are up for reappointment. Marianne and John have submitted their papers for reappointment. If they want continued involvement on the committee, these committee members must fill out an application for reappointment by 5/30.

#### **Other:**

Sandra Rourke asked "who here said that a committee member resigned because of me, and Lorraine Wagner". Deb Doten said that she was not interested in "engaging in this dishonest discussion". Sandra said "course you don't want to talk about it" and that Deb "should not be heading up this committee". Karen said that no one here said such a thing and that once again unnecessary negativity is being brought to the discussion. There was no further discussion on this matter.

#### **Next Work Session:**

May 11, 2015 at 9:00 am at the East Readfield Cemetery

#### **Next Meeting:**

June 8, 2015 at 9:30 at the Town Office

The meeting adjourned at 10:55.

#### **Cemetery Clean Up!**

Thank you to Brenda, Deb, Grace, John, Lydia, Marianne and Pam who volunteered to help the Sexton with cleanup of brush and trash following the meeting.

# **6. Appointments & Reappointments**

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

OFFICE USE 5/9/15 9:22AM 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?

Health officer

Name: Oscar Thomas FEAGIN

Phone (H): 685-4042

Street address: 365 Winthrop Rd

Phone (C): 459-9597

Mailing address: Same

E-Mail: tfeagin@roadrunner.com

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

MD - Johns Hopkins 1964

Practiced medicine 1971-2004

Was state epidemiologist in VSPHS 1969-71

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

Job is open - I have expertise and time and would enjoy serving the town.

If you are currently employed, what is your position?

retired

## APPLICATION FOR APPOINTMENT FOR:

Name: Oscar Thomas Feagin Position Health Officer Term: 1 year

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### CLERK'S USE BEFORE THE APPOINTMENT

Open position Health Officer Term: Now - June 30, 2016  
Was this position advertised? ☒ Yes ☐ No If no, please explain:

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

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### 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:

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### SELECT BOARD APPOINTMENT

To Oscar Thomas Feagin of Readfield, in the County of Kennebec and State of Maine: There being a position on the Health Officer 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:

June 15 - 2015 thru June 30, 2016. Given under our hand this , day of , 2015.

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

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

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

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

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

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

OFFICE USE 6-15-15 6:15pm by Sue 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 - once on road committee years ago

Which Board, Committee or Commission  
are you applying for?

Road Committee

Name: Lenny Reay Jr. Phone (H): 685-9953  
Street address: 555 Main St Phone (C): 458-7130  
Mailing address: PO Box 415 Readfield, Me 04355  
E-Mail: [unclear]

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

Have worked in construction since 1970 -  
Served on road committee years ago

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

Would like to be involved in keeping our town roads in good shape.

If you are currently employed, what is your position?

Self-employed construction

APPLICATION FOR APPOINTMENT FOR:

Name:

Linwood Reay Jr.

Position

Road Com.

Term:

3 year

CLERK'S USE BEFORE THE APPOINTMENT

Open position

Road Committee

Term:

7-1-15 = 6-30-18

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

Linwood Reay Jr.

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

being a position on the Road 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:

7-1-2015

thru

6-30-2018

Given under our hand this

29

, day of

June

, 2015.

Sue Reay

P. Greg Durgin

Thomas Dunham

Valarie Pomerleau

Allen Curtis



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

OFFICE USE RECEIVED 9:20am JUN 18 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?

Maranacook Lake Outlet Dam Committee

Name: Laurence E Perkins Phone (H): \_\_\_\_\_

Street address: 4 Barred Owl Lane Phone (C): 207-685-3325

Mailing address: PO Box 43 Readfield

E-Mail: perkulator68@roadrunner.com

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

graduate civil engineer with 50 yrs  
experience

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

I would like to continue so I can  
be a part of the ultimate solution to eliminate  
flooding and shore erosion on Maranacook.

If you are currently employed, what is your position?

## APPLICATION FOR APPOINTMENT FOR:

Name: Laurence Perkins Position Mar. Dam Com. Rep. Term: 3 years

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### CLERK'S USE BEFORE THE APPOINTMENT

Open position Marencook Dam Com. Term: 7-1-2015 / 6-30-2018  
Was this position advertised? ☐ Yes ☐ No If no, please explain:

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

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### 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:

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### SELECT BOARD APPOINTMENT

To Laurence Perkins of Readfield, in the County of Kennebec and State of Maine: There being a position on the Marencook Dam 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:

7-1-15 thru 6-30-18. Given under our hand this 29, day of June, 2015.

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

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

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

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

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

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



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?

Conservation Commission, Alternate

Name: Tim Sniffen Phone (H): 207 685-4024

Street address: 15 Squirrel Hill Ln Phone (C): \_\_\_\_\_

Mailing address: P.O. Box 368, Readfield, ME 04355

E-Mail: TL5NIFFEN@GMAIL.COM

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

Have been a member of Cons. Comm for quite a few years.

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

Appreciate Town's natural resources. Interested in contributing  
Toward quality of life in Readfield.

If you are currently employed, what is your position?

retired

## APPLICATION FOR APPOINTMENT FOR:

Name: Tim Sniffen Position Alt. Cons. Com. Mem. Term: 3 yrs

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### CLERK'S USE BEFORE THE APPOINTMENT

Open position Alt. Cons. Com. member Term: 7-1-15 = 6-30-18  
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 Tim Sniffen of Readfield, in the County of Kennebec and State of Maine: There being a position on the Alt. Conservation 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:

7-1-15 thru 6-30-18. Given under our hand this 29, day of June, 2015.

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

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

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

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

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

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

OFFICE USE
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?

Readfield Conservation Commission - regular member

Name: Jerry Bley

Phone (H): 685-3872

Street address: 27 Giles

Phone (C): 441-2286

Mailing address: same

E-Mail: jbley@gwi.net

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

Served many years on Readfield Conservation Commission.  
Have worked 35 years in the environmental and  
land use planning field.

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

RCC has done excellent and important work managing the  
Town's conservation lands and taking on other conservation  
projects.

If you are currently employed, what is your position?

Owner/Principal of Creative Conservation, LLC a land use planning  
and environmental consulting firm (in 25<sup>th</sup> year of operation)

# APPLICATION FOR APPOINTMENT FOR:

Name: Jerry Bley Position Regular member RCC Term: 2015 - 2018

## CLERK'S USE BEFORE THE APPOINTMENT

Open position Readfield Conservation Term: 7-1-15 - 6-30-18  
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 Jerry Bley of Readfield, in the County of Kennebec and State of Maine: There being a position on the Conservation Commission 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:

7-1-2015 thru 6-30-2018. Given under our hand this 29, day of June, 2015.

Sue Reay

P. Greg Durgin

Thomas Dunham

Valarie Pomerleau

Allen Curtis

# 7. Resignation

## Robin L. Lint

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**From:** daniel meyer <dmeyer49@yahoo.com>  
**Sent:** Tuesday, June 23, 2015 5:04 PM  
**To:** Robin L. Lint  
**Cc:** Bruce Hunter; Lidie Robbins  
**Subject:** Re: Front Desk time line

Hi, Robin--

I have been meaning to call or email you and never got to it. Our 74 OKHRd house closing was last Friday, and I am now officially a resident of Brunswick. So, I am resigning as a Readfield Conservation Commissioner as well as my 30 Mile River Watershed Assoc. BOD Readfield representative post. The RCC is aware of this and Bruce Hunter is the Vice-chair so he should be getting these emails until they elect a new chair...I have cc'd him here.

I believe 30MRWA has found a person who they would like to replace me, and that person knows to come in to get the nomination papers.

Please let me know if I need to do anything regarding these appointments beyond this email...

I want to personally thank you for all the great work you have done over the years for me on various committees and for me as simply a resident of Readfield. The grace with which you have pulled it off has been noteworthy. If you should ever need a reference from a 'former employer i.e. town resident' in the future, you can reach me at the address/phone below.

Please give my regards to your co-workers as well! Best wishes!

Dan Meyer

Dan Meyer/Wendy Flaschner  
11 Signature Drive  
Brunswick, ME 04011  
(207) 844-8192



# **8. Annual Appointments**



## TOWN OF READFIELD

8 OLD KENTS HILL RD. • READFIELD, MAINE 04355  
TEL. (207) 685-4939 • FAX (207) 685-3420

### Office of Sexton Certificate of Appointment

To: **Karen Peterson:**

Pursuant to 30-A M.R.S.A. ss2603 [30-A M.R.S.A. ss2654], I, the undersigned **Select Board** of the municipality of Readfield, do hereby appoint you as **Sexton** to serve at the Town's pleasure, and to have duties as listed in your job description.

Unless earlier dismissed by the Board of Selectmen, your term of office expires June 30, 2016.  
Given under my hand this **29** day of **June, 2015**.

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

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

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

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

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

### Oath of Office Municipality of Readfield, Maine

\_\_\_\_\_, 2015

I, **Karen Peterson**, do swear that I will support the Constitution of the United States, and of this State, so long as I shall continue a citizen thereof. (Constitution of Maine, Art. IX, Sec.1.)

I, **Karen Peterson**, do swear, that I will faithfully discharge, to the best of my abilities, the duties incumbent on me as **Sexton** of Readfield according to the Constitution and the law of the State.

\_\_\_\_\_  
**Karen Peterson**

State of Maine  
County of Kennebec,ss

\_\_\_\_\_, 2015

Personally appeared before me the above-named **Karen Peterson**, who has been duly appointed as the Readfield **Sexton** in said municipality and took the oath necessary to qualify for office and perform the duties thereof.

Before me, \_\_\_\_\_  
**Robin L. Lint, Clerk**



## TOWN OF READFIELD

8 OLD KENTS HILL RD. • READFIELD, MAINE 04355  
TEL. (207) 685-4939 • FAX (207) 685-3420

### Office of Interim Road Commissioner Certificate of Appointment

To: **Teresa Shaw:**

Pursuant to 30-A M.R.S.A. ss2603 [30-A M.R.S.A. ss2654], I, the undersigned **Select Board** of the municipality of Readfield, do hereby appoint you as **Interim Road Commissioner** to serve at the Town's pleasure, and to have duties as listed in the Road Commissioner's job description.

Unless earlier dismissed by the Select Board, your term of office will start July 1, 2015 and expires June 30, 2015 or until a permanent replacement is appointed.

Given under our hand this 29 day of June, 2015.

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

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

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

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

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

### Oath of Office Municipality of Readfield, Maine

\_\_\_\_\_, 2015

I, **Teresa Shaw**, do swear, that I will support the Constitution of the United States, and of this State, so long as I shall continue a citizen thereof. (Constitution of Maine, Art. IX, Sec.1.)

I, **Teresa Shaw**, do swear, that I will faithfully discharge, to the best of my abilities, the duties incumbent on me as **Interim Road Commissioner** of Readfield according to the Constitution and the law of the State.

\_\_\_\_\_  
Teresa Shaw

State of Maine  
County of Kennebec,ss

\_\_\_\_\_, 2015

Personally appeared before me the above-named **Teresa Shaw**, who has been duly appointed as the Readfield **Interim Road Commissioner** in said municipality and took the oath necessary to qualify for office and perform the duties thereof.

Before me, \_\_\_\_\_  
Robin L. Lint, Town Clerk



## TOWN OF READFIELD

8 OLD KENTS HILL RD. • READFIELD, MAINE 04355  
TEL. (207) 685-4939 • FAX (207) 685-3420

### Office of Interim Tax Collector Certificate of Appointment

To: **Teresa Shaw:**

Pursuant to 30-A M.R.S.A. ss2603 [30-A M.R.S.A. ss2654], I, the undersigned **Select Board** of the municipality of Readfield, do hereby appoint you as **Interim Tax Collector** to serve at the Town's pleasure, and to have duties as listed in the Tax Collector's job description.

Unless earlier dismissed by the Select Board, your term of office will start July 1, 2015 and expires June 30, 2015 or until a permanent replacement is appointed.

Given under our hand this **29** day of **June, 2015**.

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

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

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

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

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

### Oath of Office Municipality of Readfield, Maine

\_\_\_\_\_, 2015

I, **Teresa Shaw**, do swear, that I will support the Constitution of the United States, and of this State, so long as I shall continue a citizen thereof. (Constitution of Maine, Art. IX, Sec.1.)

I, **Teresa Shaw**, do swear, that I will faithfully discharge, to the best of my abilities, the duties incumbent on me as **Interim Tax Collector** of Readfield according to the Constitution and the law of the State.

\_\_\_\_\_  
Teresa Shaw

State of Maine  
County of Kennebec,ss

\_\_\_\_\_, 2015

Personally appeared before me the above-named **Teresa Shaw**, who has been duly appointed as the Readfield **Interim Tax Collector** in said municipality and took the oath necessary to qualify for office and perform the duties thereof.

Before me, \_\_\_\_\_  
Robin L. Lint, Town Clerk



## TOWN OF READFIELD

8 OLD KENTS HILL RD. • READFIELD, MAINE 04355  
TEL. (207) 685-4939 • FAX (207) 685-3420

### Office of Interim Town Manager Certificate of Appointment

To: **Teresa Shaw:**

Pursuant to 30-A M.R.S.A. ss2603 [30-A M.R.S.A. ss2654], I, the undersigned **Select Board** of the municipality of Readfield, do hereby appoint you as **Interim Town Manager** to serve at the Town's pleasure, and to have duties as listed in the Town Manager's job description.

Unless earlier dismissed by the Select Board, your term of office will start July 1, 2015 and expires June 30, 2015 or until a permanent replacement is appointed.  
Given under our hand this **29** day of **June, 2015**.

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

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

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

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

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

### Oath of Office Municipality of Readfield, Maine

\_\_\_\_\_, 2015

I, **Teresa Shaw**, do swear, that I will support the Constitution of the United States, and of this State, so long as I shall continue a citizen thereof. (Constitution of Maine, Art. IX, Sec.1.)

I, **Teresa Shaw**, do swear, that I will faithfully discharge, to the best of my abilities, the duties incumbent on me as **Interim Town Manager** of Readfield according to the Constitution and the law of the State.

\_\_\_\_\_  
**Teresa Shaw**

State of Maine  
County of Kennebec,ss

\_\_\_\_\_, 2015

Personally appeared before me the above-named **Teresa Shaw**, who has been duly appointed as the Readfield **Interim Town Manager** in said municipality and took the oath necessary to qualify for office and perform the duties thereof.

Before me, \_\_\_\_\_  
Robin L. Lint, Town Clerk



## TOWN OF READFIELD

8 OLD KENTS HILL RD. • READFIELD, MAINE 04355  
TEL. (207) 685-4939 • FAX (207) 685-3420

### Office of Interim Transfer Station Manager Certificate of Appointment

To: **Teresa Shaw:**

Pursuant to 30-A M.R.S.A. ss2603 [30-A M.R.S.A. ss2654], I, the undersigned **Select Board** of the municipality of Readfield, do hereby appoint you as **Interim Transfer Station Manager** to serve at the Town's pleasure, and to have duties as listed in the Transfer Station Manager's job description.

Unless earlier dismissed by the Select Board, your term of office will start July 1, 2015 and expires June 30, 2015 or until a permanent replacement is appointed.

Given under our hand this **29** day of **June, 2015**.

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

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

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

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

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

### Oath of Office Municipality of Readfield, Maine

\_\_\_\_\_, 2015

I, **Teresa Shaw**, do swear, that I will support the Constitution of the United States, and of this State, so long as I shall continue a citizen thereof. (Constitution of Maine, Art. IX, Sec.1.)

I, **Teresa Shaw**, do swear, that I will faithfully discharge, to the best of my abilities, the duties incumbent on me as **Interim Transfer Station Manager** of Readfield according to the Constitution and the law of the State.

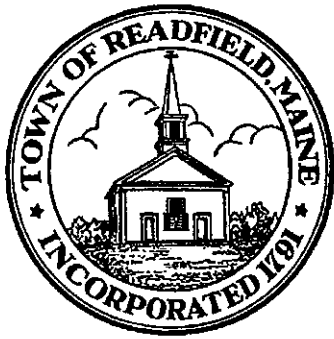
\_\_\_\_\_  
Teresa Shaw

State of Maine  
County of Kennebec,ss

\_\_\_\_\_, 2015

Personally appeared before me the above-named **Teresa Shaw**, who has been duly appointed as the Readfield **Interim Transfer Station Manager** in said municipality and took the oath necessary to qualify for office and perform the duties thereof.

Before me, \_\_\_\_\_  
Robin L. Lint, Town Clerk



## TOWN OF READFIELD

8 OLD KENTS HILL RD. • READFIELD, MAINE 04355  
TEL. (207) 685-4939 • FAX (207) 685-3420

### Office of Interim Treasurer Certificate of Appointment

To: **Teresa Shaw:**

Pursuant to 30-A M.R.S.A. ss2603 [30-A M.R.S.A. ss2654], I, the undersigned **Select Board** of the municipality of Readfield, do hereby appoint you as **Interim Treasurer** to serve at the Town's pleasure, and to have duties as listed in the Treasurer's job description.

Unless earlier dismissed by the Select Board, your term of office will start July 1, 2015 and expires June 30, 2015 or until a permanent replacement is appointed.

Given under our hand this **29** day of **June, 2015**.

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

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

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

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

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

### Oath of Office Municipality of Readfield, Maine

\_\_\_\_\_, 2015

I, **Teresa Shaw**, do swear, that I will support the Constitution of the United States, and of this State, so long as I shall continue a citizen thereof. (Constitution of Maine, Art. IX, Sec.1.)

I, **Teresa Shaw**, do swear, that I will faithfully discharge, to the best of my abilities, the duties incumbent on me as **Interim Treasurer** of Readfield according to the Constitution and the law of the State.

\_\_\_\_\_  
Teresa Shaw

State of Maine  
County of Kennebec,ss

\_\_\_\_\_, 2015

Personally appeared before me the above-named **Teresa Shaw**, who has been duly appointed as the Readfield **Interim Treasurer** in said municipality and took the oath necessary to qualify for office and perform the duties thereof.

Before me, \_\_\_\_\_  
Robin L. Lint, Town Clerk



## TOWN OF READFIELD

8 OLD KENTS HILL RD. • READFIELD, MAINE 04355  
TEL. (207) 685-4939 • FAX (207) 685-3420

### Office of Interim Welfare Administrator Certificate of Appointment

To: **Teresa Shaw:**

Pursuant to 30-A M.R.S.A. ss2603 [30-A M.R.S.A. ss2654], I, the undersigned **Select Board** of the municipality of Readfield, do hereby appoint you as **Interim Welfare Administrator** to serve at the Town's pleasure, and to have duties as listed in the Welfare Administrator's job description.

Unless earlier dismissed by the Select Board, your term of office will start July 1, 2015 and expires June 30, 2015 or until a permanent replacement is appointed.

Given under our hand this **29** day of **June, 2015**.

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

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

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

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

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

### Oath of Office Municipality of Readfield, Maine

\_\_\_\_\_, 2015

I, **Teresa Shaw**, do swear, that I will support the Constitution of the United States, and of this State, so long as I shall continue a citizen thereof. (Constitution of Maine, Art. IX, Sec.1.)

I, **Teresa Shaw**, do swear, that I will faithfully discharge, to the best of my abilities, the duties incumbent on me as **Interim Welfare Administrator** of Readfield according to the Constitution and the law of the State.

\_\_\_\_\_  
**Teresa Shaw**

State of Maine  
County of Kennebec,ss

\_\_\_\_\_, 2015

Personally appeared before me the above-named **Teresa Shaw**, who has been duly appointed as the Readfield **Interim Welfare Administrator** in said municipality and took the oath necessary to qualify for office and perform the duties thereof.

Before me, \_\_\_\_\_  
Robin L. Lint, Town Clerk



# **9. Collections Clerk**

## **Job Description**

**Collection Clerk**  
***Deputy Registrar/Deputy Treasurer/Deputy Clerk/  
Deputy Tax Collector***

**Nature of work:**

This is responsible clerical and public collection work in the receipt and recording of taxes and fees levied by the Town.

Employee of this class receives and records all incoming cash payments. Work involves the handling of funds and preparation of standard forms and receipts. Collection includes excise taxes, state fees, property taxes, and various registration charges. Work is performed under the general supervision of the Town Manager, but requires the ability to work independently following established procedures and routines. Work is reviewed based on results achieved and audits.

**Essential Duties and Responsibilities:**

- Registers automobiles, boats, ATV's and snowmobiles.
- Issues various recreational licenses using the Moses Program when possible.
- Issues marriage licenses and certified copies of vital records in the absence of the clerk.
- Issues beach permits and received and collects fees for recreational sign-ups.
- Collects real estate and personal property taxes
- Data enters all fees collected by the Transfer Station
- Prepares weekly auto registration spreadsheet.
- Makes non-emergency G.A. appointments
- Answers telephone and answers any inquiries when possible.
- Back up support for the Finance Officer and Town Clerk when needed.
- Schedules and receives the rent for the second floor conference room.
- Responsible for the ordering and receiving of general office supplies.
- Responsible for maintaining all related files.
- Performs related work as required.

**Requirements of Work:**

- Knowledge of Microsoft Works, Word and Excel.
- Some knowledge of modern office procedures, practices and equipment.
- Ability to work with some independence in general work situations.
- Ability to establish and maintain working relationships with other employees.
- Ability to deal courteously with the public using tact and resourcefulness in meeting new problems.
- Ability to take additional training and certifications.

**Training and Experience Required:**

Graduation from an accredited high school, supplemented by courses in bookkeeping and commercial subjects and experience in the keeping and recording of financial transactions, or any equivalent combination of experience and training.

# **10. Town Manager Interview Questions**

# 11. Town Meeting Items



## TOWN OF READFIELD

8 OLD KENTS HILL ROAD • READFIELD, MAINE 04355

Tel. (207) 685-4939 • Fax (207) 685-3420

### Special Town Meeting Warrant Secret Ballot

\_\_\_\_\_, \_\_\_\_\_, 2015

To: Karen Peterson, resident of the Town of Readfield, in the County of Kennebec, State of Maine,

#### GREETINGS:

In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Readfield in said county and state, qualified by law to vote in town affairs, to meet at the Town Hall in said Town on \_\_\_\_\_, the \_\_\_\_ day of \_\_\_\_\_, A.D. 2015, at eight o'clock in the forenoon, then and there to act upon Article 1 and by secret ballot on Articles 2 through 6 as set out below, the polling hours therefor to be from 8 o'clock in the forenoon until 8 o'clock in the afternoon, said articles being the following:

**Article 1:** To elect a moderator to preside at said meeting and to vote by written ballot.

**Article 2:** Shall the Town vote to raise and appropriate \$21,400 for the **General Government** for **Assessing** budget category?

**Article 3:** Shall the Town vote to raise and appropriate \$21,749 for the **General Government** for the **Code Enforcement/Plumbing Inspector/Building Inspector** budget category?

**Article 4:** Shall the Town vote to raise and appropriate \$7,200 for the **Capital Improvements** for the **Equipment** budget category with any unexpended balance to be carried forward?

**Article 5:** Shall the Town vote to raise and appropriate \$28,000 for the **Capital Improvements** for the **Maranacook Dam** budget category with any unexpended balance to be carried forward?

**Article 6:** Shall the Town vote to appropriate funds to cover all **Overdrafts** from the Unassigned Fund Balance?

Voted & Approved:  
\_\_\_\_\_, 2015

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

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

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

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

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

A true copy of the warrant,

Attest:

Robin L. Lint, Clerk of the Town of Readfield



***Town of  
Readfield, Maine***

**Special Town Meeting**

**Referendum Vote**

\_\_\_\_\_, 2015

---

Robin L. Lint, Town Clerk

**Article 2:** Shall the Town vote to raise and appropriate \$21,400 for the **General Government for Assessing** budget category?

Select Board recommends: \_\_\_\_\_  
Budget Committee recommends: \_\_\_\_\_

☐

YES

☐

NO

**Article 3:** Shall the Town vote to raise and appropriate \$21,749 for the **General Government** for the **Code Enforcement/Plumbing Inspector/Building Inspector** budget category?

Select Board recommends: \_\_\_\_\_  
Budget Committee recommends: \_\_\_\_\_

☐

YES

☐

NO

**Article 4:** Shall the Town vote to raise and appropriate \$7,200 for the **Capital Improvements** for the **Equipment** budget category with any unexpended balance to be carried forward?

Select Board recommends: \_\_\_\_\_  
Budget Committee recommends: \_\_\_\_\_

☐

YES

☐

NO

**Article 5:** Shall the Town vote to raise and appropriate \$28,000 for the **Capital Improvements** for the **Maranacook Dam** budget category with any unexpended balance to be carried forward?

Select Board recommends: \_\_\_\_\_  
Budget Committee recommends: \_\_\_\_\_

☐

YES

☐

NO

**Article 6:** Shall the Town vote to appropriate funds to cover all **Overdrafts** from the **Unassigned Fund Balance**?

Select Board recommends: \_\_\_\_\_  
Budget Committee recommends: \_\_\_\_\_

☐

YES

☐

NO

**12. RFP Awarding  
Crack Sealing  
Paving  
Maint.  
Shoulders**



## Paving RFP - Bid

Name	Tons	1" Wearing per ton	Total	Shim per		Total	Tack Per		Grand Total	
				Tons	Ton		Gallons	Gallon		Total
All States Asphalt, Inc	1425	\$ 79.00	\$ 112,575.00	370	\$ 82.00	\$ 30,340.00	636	\$ 5.75	\$ 3,657.00	\$ 146,572.00
Bard Paving **	959	\$ 75.00	\$ 71,925.00	135	\$ 75.00	\$ 10,125.00	430	\$ 6.00	\$ 2,580.00	\$ 84,630.00
Hagar Emterprises, Inc	1447	\$ 76.63	\$ 110,883.61	375	\$ 76.63	\$ 28,736.25	600	\$ 4.50	\$ 2,700.00	\$ 142,319.86
Lane Construction Corp	1425	\$ 97.00	\$ 138,225.00	370	\$ 100.00	\$ 37,000.00	642	\$ 8.00	\$ 5,136.00	\$ 180,361.00
Pike Industries, Inc	1425	\$ 80.50	\$ 114,712.50	370	\$ 80.50	\$ 29,785.00	900	\$ 5.50	\$ 4,950.00	\$ 149,447.50
Wellman Paving, Inc	1425	\$ 75.62	\$ 107,758.50	370	\$ 75.62	\$ 27,979.40	518	\$ 3.00	\$ 1,554.00	\$ 137,291.90

Road Maint RFP - Bid							
Name	Nickerson Hill	Old Kents H R	Luce Road	McKenney Rd	Total	Additional Ditching	
C.H. Stevenson, Inc	\$ 13,000.00	\$ 2,500.00	\$ 6,000.00	\$ 11,500.00	\$ 33,000.00		
**Cushing Construction	\$ 3,828.50	\$ -	\$ 2,790.00	\$ 6,547.20	\$ 13,165.70	Rock Remo \$ 16,469.70	
D.R. Caron Excavation, Inc	\$ 6,990.00	\$ 975.00	\$ 1,790.00	\$ 4,200.00	\$ 13,955.00	\$ 2.10 per foot	
Horne's Construction	\$ 13,368.00	\$ 5,000.00	\$ 3,150.00	\$ 7,392.00	\$ 28,910.00		
L.P. Poirier & Son, Inc	\$ 10,587.00	\$ 1,500.00	\$ 3,750.00	\$ 5,635.00	\$ 21,472.00		
** Cushing Ditching 3.10 per Ft							
Rock removal & Repair	\$ 3,304.00						
Road Committee Recommends: D.R. Caron Excavation, Inc							

Road Shoulder RFP - Bids							
Name	Chase Road	Moore Road	Old Kents H RD	Total	Alt shoulder	Trucking	Total Alt
All States Asphalt, Inc	\$ 3,900.00	\$ 1,500.00	\$ 2,700.00	\$ 8,100.00	\$ 325.00	\$ 75.00	\$ 400.00
C.H. Stevenson, Inc	\$ 4,295.00	\$ 750.00	\$ 2,940.00	\$ 7,985.00	\$ 250.00	\$ 75.00	\$ 325.00
D.R. Caron Excavation, Inc	\$ 9,479.00	\$ 1,651.00	\$ 6,487.00	\$ 17,617.00	\$ 349.00	\$ 65.00	\$ 414.00
LP Poirier	\$ 13,940.00	\$ 4,249.00	\$ 11,925.00	\$ 30,114.00	\$ 150.00	\$ 70.00	\$ 220.00
Road Committee recommends C.H. Stevenson							

Crack Seal RFP - Bids		
Name	Price	
Proseal, LLC	\$ 14.70 Per Gallon	
Sealcoating, Inc	\$ 12.21 Per Gallon	
Road Committee recommends Sealcoating, Inc		

Roads & Drainage		Budget Estimates			
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	
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	

# 13. RFP - Box Culvert



## TOWN OF READFIELD

8 OLD KENTS HILL ROAD • READFIELD, MAINE 04355

Tel. (207) 685-4939 • Fax (207) 685-3420

Email: [Readfield.finance@roadrunner.com](mailto:Readfield.finance@roadrunner.com)

### REQUEST FOR PROPOSALS

#### Concrete Box Culvert headwall and wing walls Repairs

- I. **INTRODUCTION** - The Town of Readfield, Maine (hereinafter, the "Town") is seeking sealed Proposals for Road Reconstruction Services. There will be a mandatory pre-bid meeting for all Proposers at 9:00 AM Tuesday, \_\_\_\_\_, 2015 at the Readfield Town Office. All Proposals are to be submitted in sealed envelopes marked "Concrete Box Culvert headwall and wing walls Repairs" to the Town Office, 8 Old Kents Hill Road, Readfield, Maine 04355, by **1:00 p.m. on Monday, \_\_\_\_\_, 2015**. Any Proposal received after this scheduled opening time shall not be considered.

The Road Committee will review all proposals at 4:00 PM on Monday, \_\_\_\_\_, 2015. The Select Board will review all proposals and consider any Road Committee recommendations for contract award(s) at a meeting starting at 6:30 PM, Monday, \_\_\_\_\_, 2015. Winning contractor(s) will be expected to sign contract(s) on Tuesday, \_\_\_\_\_, 2015.

The Proposal must be signed by the Proposer with its full name and address and enclosed in a sealed envelope. Questions regarding this Request for Proposals should be directed toward the Town Manager. All questions by prospective proposers pertaining to this Request for Proposals must be received, in writing, by the Town Manager at least five (5) days before the date set for the opening of the Proposals. Any questions which, in the opinion of the Town Manager, requires interpretation, will be addressed by a written interpretation in the form of a numbered Addendum, sent by registered mail to each person or firm who has taken out a Request for Proposal not later than three (3) days prior to the scheduled opening of the Proposals. Addenda issued later than three (3) days prior to the scheduled opening of the Proposals may be by telephone. Proposers shall acknowledge receipt of all Addenda in the space provided thereof in the Proposal Form, whether the Addenda are in response to questions or otherwise issued by the Town and whether the Addenda are received by mail or telephone.

Each Proposer is required to state in its Proposal: the Proposer's name and place of business and the names of persons or parties interested as principals with it; that the Proposal is made without any connection with any other Proposer making any proposal for the same Services; and that no person acting for or employed by the Town is directly or indirectly interested in the Proposal or any agreement which may be entered into to which the Proposal relates or in any portion of the profits therefrom.

**Bids Due:** 1:00 PM, Monday, \_\_\_\_\_, 2015

Bids awarded or rejected: Select Board meeting starts 6:00 PM, Monday, \_\_\_\_\_, 2015

Contract(s) signed: Tuesday, \_\_\_\_\_, 2015.

**Completion Date-Weather permitting:** \_\_\_\_\_, 2015

**Readfield Concrete Box Culvert Repair Proposal Form:**

Proposer's name: \_\_\_\_\_

Address of business: \_\_\_\_\_

Names of principals: \_\_\_\_\_

Proposers may provide bids for reconstruction services on any single road, or any combination of roads, or on all four roads as long as separate prices are provided for each road and not a lump sum for all roads or any combination of roads. The Select Board could consider separate contracts for each road project.

Base bid for:

- Old Kents Hill Road Concrete Box Culvert : \_\_\_\_\_

Addenda receipt acknowledgement: \_\_\_\_\_

This Proposal is made without any connection with any other Proposer making any proposal for the same Services; and that no person acting for or employed by the Town is directly or indirectly interested in the Proposal or any agreement which may be entered into to which the Proposal relates or in any portion of the profits therefrom.

**Signed and dated:** \_\_\_\_\_

## **14. Policies-**

**A. Disbursements Warrant**

**B. Disbursement Wage & Benefits**

**C. Outstandin & Delinquent Taxes**



## TOWN OF READFIELD

### POLICY ON TREASURER'S DISBURSEMENT WARRANTS FOR STATE FEES

**Purpose:** This policy allows designated Select Board members, acting on behalf of the full Select Board, to review, approve, and sign municipal Treasurer's disbursement warrants for payment of state fees only. This policy is additional to, not in lieu of, majority power. Nothing in this policy is intended to replace the authority of the full Select Board, acting by majority vote, to act on any Treasurer's warrant, including warrants for payment of state fees.

**Delegation of authority:** Pursuant to 30-A MRS § 5603(2)(A)(3), the following authority is granted with respect to Treasurer's disbursement warrants for payment of state fees only to the current Select Board members. The Select Board members in office at the time of execution of this policy are: Sue Reay, P. Greg Durgin, Lawrence Dunn, Valarie Pomerleau, and Allen Curtis.

Any one of the Select Board members named above, acting alone, may review, approve, and sign such warrants.

**Effective date:** This policy becomes effective on the date indicated below.

**Copies:** The Town Manager will furnish copies of this policy to the Town Clerk and to the Treasurer.

**Lapse:** This policy lapses one year after its effective date, if not sooner amended or cancelled.

**Renewal:** This policy may be renewed at any time before its lapse. Thereafter, it may be readopted at any time. Any renewal is valid for one year from its effective date, unless a sooner date of expiration is specified.

**Reminder:** The Treasurer shall remind the Select Board to consider renewing this policy annually before it lapses.

**Original:** The Town Clerk will maintain the original of this policy on file.

**Dated:** June 15, 2015

#### SELECT BOARD:

\_\_\_\_\_  
Sue Reay, Chair

\_\_\_\_\_  
Valarie Pomerleau, Vice Chair

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

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

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

## TOWN OF READFIELD

### POLICY ON TREASURER'S DISBURSEMENT WARRANTS FOR EMPLOYEES WAGES AND BENEFITS

**Purpose:** This policy allows any two designated Select Board members, acting on behalf of the full Select Board, to review, approve, and sign municipal Treasurer's disbursement warrants for payment of employees' wages and benefits only. This policy is additional to, not in lieu of, majority power. Nothing in this policy is intended to replace the authority of the full Select Board, acting by majority vote, to act on any Treasurer's warrant, including warrants for payment of employees' wages and benefits.

**Delegation of authority:** Pursuant to 30-A MRSA § 5603(2)(A)(3), the following authority is granted with respect to Treasurer's disbursement warrants for payment of employees wages and benefits only to the current Select Board members. The Select Board members in office at the time of execution of this policy are: P. Greg Durgin, Sue Reay, Lawrence Dunn, Allen Curtis, and Valarie Pomerleau.

Any two of the Select Board members named above, acting alone, may review, approve, and sign such warrants.

**Effective date:** This policy becomes effective on the date indicated below.

**Copies:** The Town Manager will furnish copies of this policy to the Town Clerk and to the Treasurer.

**Lapse:** This policy lapses one year after its effective date, if not sooner amended or cancelled.

**Renewal:** This policy may be renewed at any time before its lapse. Thereafter, it may be readopted at any time. Any renewal is valid for one year from its effective date, unless a sooner date of expiration is specified.

**Reminder:** The Treasurer shall remind the Select Board to consider renewing this policy annually before it lapses.

**Original:** The Town Clerk will maintain the original of this policy on file.

**Dated:** June 15, 2015

#### SELECT BOARD:

\_\_\_\_\_  
Sue Reay, Chair

\_\_\_\_\_  
Valarie Pomerleau, Vice Chair

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

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

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

# **TOWN OF READFIELD**

## **ORDER OF MUNICIPAL OFFICERS**

### **PURSUANT TO 36 M.R.S.A. §906**

We, the Municipal Officers of the Town of Readfield, upon request of the Tax Collector/Treasurer of said Town/City, hereby authorize and direct said Tax Collector/Treasurer, pursuant to Title 36, Maine Revised Statutes Annotated, section 906, to apply any tax payment received from an individual as payment for any property tax against outstanding or delinquent taxes due on said property in chronological order beginning with the oldest unpaid tax bill, provided, however, that no such payment may be applied to any tax for which an abatement application or appeal is pending unless approved in writing by the taxpayer.

Municipal Officers

Dated: June 15, 2015

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### **ACKNOWLEDGEMENT**

I, the Tax Collector and/or Treasurer of said Town of Readfield, hereby acknowledge making the aforesaid request and receipt of a copy of the above Order.

Tax Collector/Treasurer

Dated: June 15, 2015

\_\_\_\_\_  
Teresa Shaw,  
Interim Tax Collector  
Interim Treasurer

# 15. Waste Management

**WM.**  
**WASTE MANAGEMENT**

357 Mercer Road  
PO Box 629  
Norridgewock, ME 04957  
Tel: (207) 634-2714  
Fax: (207) 634-4519

May 4, 2015

Ms. Teresa Shaw  
Interim Town Manager  
Town of Readfield  
8 Old Kents Hill Road  
Readfield, ME 04355

RECEIVED  
MAY 07 2015

Dear Ms. Shaw,

Per our Solid Waste Disposal and Hauling Agreement, by and between Waste Management of Maine, Inc. and the Town of Readfield, ME, the annual increase is based on CPI-W Boston, MA as most recently reported prior to the commencement of a contract period (July-June fiscal year). The annual increase will be .4% and the new rates are as follows:

Transportation:	New Rate
MSW / Norridgewock	\$191.92 per haul
Demo / Norridgewock	\$191.92 per haul
Clean Wood	\$191.92 per haul
Shingles / CPRC	\$336.63 per haul

Disposal and Processing:

MSW & Demo/Bulky	\$57.06 per ton
------------------	-----------------

New pricing will be effective July 1, 2015. If you have any questions regarding this increase please feel free to contact me directly at 603-330-2104.

Sincerely,



Peter Lachapelle  
Public Sector Representative

**AMENDMENT TWO  
SOLID WASTE DISPOSAL  
AND  
HAULING CONTRACT**

WHEREAS, an Agreement was made on the 30<sup>th</sup> day of June 2008 effective the 1<sup>st</sup> day of July, 2008, amended November 15, 2011 (Amendment One), by and between the Town of Readfield, Maine (hereinafter "Town") and Waste Management of Maine, Inc., (hereinafter "Contractor"); and

WHEREAS, the Town and Contractor are seeking to amend the Agreement as specified herein; and

NOW, THEREFORE, in consideration of the mutual covenants, undertakings and promises set forth herein, the Town and Contractor do hereby covenant, promise and agree as follows:

1. **Section 2. Term** - The term of this Agreement shall be extended for an additional three years beginning July 1, 2014 and shall terminate June 30, 2017. The Town may choose to further extend this Agreement for up to three years for the period July 1, 2017 through June 30, 2020. Contractor shall notify the Town on or about January 1, 2017 of the impending expiration for the purpose of allowing the Town to evaluate its option to extend the Agreement. This Agreement's renewal is contingent upon funding as appropriated at the Annual Town Meeting.

2. **Section 4. Compensation** - Pricing for the first year is as follows:

*Current*

<b>Pricing 7/1/2014 - 6/30/2015</b>	
MSW / Norridgewock	\$191.15 per haul
Demo / Norridgewock	\$191.15 per haul
Clean Wood / Biomass	\$191.15 per haul
MSW Disposal	\$56.83 per ton
Demo Disposal	\$56.83 per ton
Roofing Shingles & Sheetrock CPRC, Saco	\$304.81 per haul
Glass /Maine Recycling, Auburn	201.49 per haul
Rental Compactor Container	\$21.14 per month
Rental Open Top Container	\$42.30 per month

Yearly increase for Transportation and Disposal are outlined in the 2008 Agreement and remain in effect.

All terms and conditions of the Agreement, except those expressly modified by this Amendment, remain unchanged and in full force and effect.

# **16. Review**

## **Holiday Closings**

# 2015

July

S	M	T	W	T	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August

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September

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October

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# 2016

November

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29	30					

December

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January

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March

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April

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May

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29	30	31				

June

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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

STATE HOLIDAYS

Scheduled Select Board Meetings

Special hours any extra time will be vacation time 8:30-12:00

Voting Days for Nov 15 & Jun 86

Tax due dates 9-25 and 2-26



## Maine Bureau of Human Resources

Home → &gt; Employee Center &gt; 2015 Holiday Schedule

# 2015 Holiday Schedule

The 2015 Holiday Schedule is issued under the provisions of Chapter 11 of the State of Maine Civil Service Rules and the Benefit Package for Confidential Employees.

HOLIDAY	DAY, DATE OBSERVED
New Year's Day	<i>Thursday, January 1, 2015</i>
Martin Luther King, Jr. Day	<i>Monday, January 19, 2015</i>
Washington's Birthday/President's Day	<i>Monday, February 16, 2015</i>
Patriot's Day	<i>Monday, April 20, 2015</i>
Memorial Day	<i>Monday, May 25, 2015</i>
Independence Day	<i>Friday, July 3, 2015 *</i>
Labor Day	<i>Monday, September 7, 2015</i>
Columbus Day	<i>Monday, October 12, 2015</i>
Veterans' Day	<i>Wednesday, November 11, 2015</i>
Thanksgiving Day	<i>Thursday, November 26, 2015</i>
Thanksgiving Friday	<i>Friday, November 27, 2015</i>
Christmas Day	<i>Friday, December 25, 2015</i>

To be eligible for holiday pay, employee must be in pay status on the normal workday immediately preceding and the normal workday immediately following the day and date on which the holiday is observed.

An employee who is required to work on any of these days will be granted compensatory time off at the mutual convenience of the employer and employee. If the holiday falls on a normal day off, an alternative compensatory day will be granted. Cash payments shall be made only in the instance of departmental policy established in conformance with Chapter 11, Section 1, of *State of Maine Civil Service Rules*.

\*For Maine State Government, holidays that fall on Saturday are observed on the preceding Friday; holidays that fall on Sunday are observed on the following Monday.  
***For calendar year 2015: Independence Day (July 4) falls on a Saturday and will be observed on Friday, July 3, 2015.***

## Credits

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## Maine Bureau of Human Resources

Home → &gt; Employee Center &gt; 2016 Holiday Schedule

## 2016 Holiday Schedule

The 2016 Holiday Schedule is issued under the provisions of Chapter 11 of the State of Maine Civil Service Rules and the Benefit Package for Confidential Employees.

HOLIDAY	DAY, DATE OBSERVED
New Year's Day	<i>Friday, January 1, 2016</i>
Martin Luther King, Jr. Day	<i>Monday, January 18, 2016</i>
Washington's Birthday/President's Day	<i>Monday, February 15, 2016</i>
Patriot's Day	<i>Monday, April 18, 2016</i>
Memorial Day	<i>Monday, May 30, 2016</i>
Independence Day	<i>Monday, July 4, 2016</i>
Labor Day	<i>Monday, September 5, 2016</i>
Columbus Day	<i>Monday, October 10, 2016</i>
Veterans' Day	<i>Friday, November 11, 2016</i>
Thanksgiving Day	<i>Thursday, November 24, 2016</i>
Thanksgiving Friday	<i>Friday, November 25, 2016</i>
Christmas Day	<i>Monday, December 26, 2016*</i>

To be eligible for holiday pay, employee must be in pay status on the normal workday immediately preceding and the normal workday immediately following the day and date on which the holiday is observed.

An employee who is required to work on any of these days will be granted compensatory time off at the mutual convenience of the employer and employee. If the holiday falls on a normal day off, an alternative compensatory day will be granted. Cash payments shall be made only in the instance of departmental policy established in conformance with Chapter 11, Section 1, of *State of Maine Civil Service Rules*.

\*For Maine State Government, holidays that fall on Saturday are observed on the preceding Friday; holidays that fall on Sunday are observed on the following Monday.  
**For calendar year 2016: Christmas Day (December 25) falls on a Sunday and will be observed on Monday, December 26, 2016.**

### Credits

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# 17. Other

# 18. Public Communications

# County Commissioners

Kennebec County  
Courthouse



125 State Street  
Augusta, Maine 04330

Tel: 207-622-0971

Fax: 207-623-4083

June 17, 2015

Dear Municipal Officers:

The Commissioners and I sincerely apologize for our inability to finalize the county budget. Since we sent out the proposed budget the legislature changed the rules of the game for counties in Maine.

As I write this, on the statutorily last day of the legislative session, we still do not have a vote on LD 186 that will determine future funding for the county jail system. The budget bill passed last night appropriated significantly less than full funding for the jails. The amended version of LD 186 that came out of the Criminal Justice and Public Safety Committee will send partial funding of the county jail back to the property tax.

Until the legislature acts we are left in limbo.

The Kennebec County Budget Committee is prepared to reconvene once the legislature makes a decision.

I share your frustration with the legislative process this year. This is the first time in my thirteen years with Kennebec County that we have delayed our budget adoption this long.

Hopefully we will have some answers soon.

Respectfully,

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



**READFIELD FIRE DEPARTMENT**  
8 OLD KENTS HILL ROAD  
READFIELD, MAINE 04351

Tel: (207) 685-4401



Proudly Serving  
Since 1899

---

Lee Mank  
Chief

June 19, 2015

To: Select Board and Budget committee and town Manager,

As you know the fire department's Engine 63 is due for replacement in the CIP in 2016. Engine 63 is a 1986 GMC Top Kick with a Metal-Fab, Inc. body that was made in Sherman Mills, Maine. Thirty years of being used in Maine and having a steel water tank and body are now really showing. We have started the process of specking a replacement truck, as our yearly budget process requires me to have numbers for your review as early as January/ February, I have talked with some manufactures, this is what I have found out and would like some direction from you folks.

We have looked at the possibility of refurbishing the current 1986 Engine 63. To do this would require having to custom build a new body to put on the chassis. We would be looking at upwards of \$170,000.00 plus invested in a 30+ year old truck.

This brings me to looking at a used truck. We bought our heavy rescue used, we have also found out that used fire trucks are just like used cars, they are gotten rid of for a reason. (See attached article from Watertown NY. Yes, we own the truck that was returned to the manufacture and it has issues all the time). So, going used with the possibility of having lives at stake is not an option for me.

In my discussions with some manufactures, I have found that most new deliveries are taking 9 months to a year. This is no surprise to me given the economy, but I have also been informed that most manufactures are expecting a large price increase at the end of this year, which could affect our acquisition costs by as much as \$30,000.00. I would suggest bringing this to the residents at the upcoming vote so we can lock into the lower price, if they so choose. As delivery of the new pumper would be approximately May or June of 2016, financing would fall under the 2016/2017 budget year. We are looking at about a \$400,000.00 price tag at this point. I am expecting to see a 40 year plus lifespan on the newer trucks and the price reflects that.

Lee Mank  
Chief, Readfield Fire Department



☐ Watertown
 ☐ Ogdensburg
 ☐ Massena-Potsdam
 ☐ Lowville
 ☐ Carthage
 ☐ Malone
 ☐ NNY Business
 ☐ NNY Living
 ☐ NNY Ads

Fri., Jun. 19

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## Related Stories

### JEFFERSON

- Widower of Jenna Hinman gets final chance, sentenced to 6 months in theft case (VIDEO)
- Senate OKs Jefferson County request for sales tax hike; Assembly expected to follow
- City agrees to split cost of manure lagoon study with DANC
- Syracuse man faces additional charges following city court incident
- Cape Vincent councilmen clash over water charges

### POLICE & FIRE NEWS

- Hopkinton applies for a grant in place of Hopkinton Fire Department to use on local Village Green park for veterans
- Council, city manager discuss change in Watertown fire department education
- U.S. and Canadian law enforcement officials attempt to clarify the cross-border boating laws
- DA: suspect in prison break 'got cold feet'
- Lewis County Jail funds burning up quickly

### TOP STORIES

- Passenger ship with 274 on board hits Eisenhower Lock; 17 injured
- Judge throws out manslaughter, homicide charges against Roth in OD death
- City agrees to split cost of manure lagoon study with DANC
- Changes on horizon for town of Fine; supervisor and highway superintendent both resign
- Brendon Webb pulls out of Watertown mayoral race

### WATERTOWN (THE CITY)

- City agrees to split cost of manure lagoon study with DANC
- Syracuse man faces additional charges following city court incident
- Golf tourney will benefit Indian River grad's daughter
- Watertown City Hall reopens after suspicious package prompts evacuation
- Aspen Dental Management will pay \$450k penalty, remove itself from dental practices

### FIRE

- Race car destroyed as Pamela garage sustains damage in fire (VIDEO)

# Is Watertown's fire department rescue squad needed?

By CRAIG FOX

TIMES STAFF WRITER

PUBLISHED: TUESDAY, MAY 26, 2015 AT 12:30 AM

UPDATED: TUESDAY, MAY 26, 2015 AT 1:55 PM

[PREV](#) Item 1 of 1 [NEXT](#)
[Order Prints](#)

See Page 3

JUSTIN SORESENSEN / WATERTOWN DAILY TIMES

The city's heavy rescue squad truck has more than 53,000 miles and 7,900 engine hours on it and was received in a settlement agreement with American LaFrance 11 years ago.

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WATERTOWN — Of the nearly 4,000 total calls that the city's fire department was called out to last year, its rescue squad was sent out 2,536 times, or about 63 percent of the time, for such minor incidents as someone falling onto a sidewalk to serious accidents and violent crimes with injuries.

The Times examined three days' worth of emergency calls that the fire department handled recently.

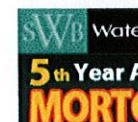
The research found that most of the 36 calls during a three-day period May 17 through 19 were not serious. For two-thirds of the calls, the fire department's heavy rescue truck was accompanied by Guilfoyle Ambulance Service, a private company that serves the city and Jefferson County.

Is there a **FIRE** in you?

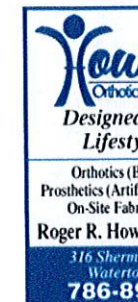
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- Bombay man killed in early morning fire
- Fire destroys garage

#### CITY GOVERNMENT

- Brendon Webb pulls out of Watertown mayoral race
- City Council candidate owns up to multiple DWI charges in his past
- Fort Drum, Congress, White House raise concerns about Apache helicopter transfers (VIDEO)
- Local dignitaries to come together to celebrate 50 years of City Hall
- Fifth Watertown City Council candidate forces primary

#### WDT FRONT PAGE SPOTLIGHT

- Passenger ship with 274 on board hits Eisenhower Lock; 17 injured
- Pro baseball: Hoover, 38, fulfills dream by signing deal with Road City
- Race car destroyed as Pamela garage sustains damage in fire (VIDEO)
- Group helps give 'Haas the Great Blue Heron' wings, and author returns favor
- Robots and a STEAM Carnival educate and entertain primary school students at Indian River

#### WATERTOWN CITY COUNCIL

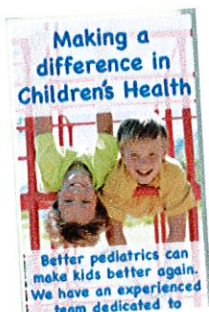
- City Council candidate owns up to multiple DWI charges in his past
- Fort Drum, Congress, White House raise concerns about Apache helicopter transfers (VIDEO)
- Fifth Watertown City Council candidate forces primary
- Council, city manager discuss change in Watertown fire department education
- Watertown mayoral candidate kicks off website

#### WDT DAILY PHOTOS

- Passenger ship with 274 on board hits Eisenhower Lock; 17 injured
- Pro baseball: Hoover, 38, fulfills dream by signing deal with Road City
- Watertown City Hall reopens after suspicious package prompts evacuation
- Race car destroyed as Pamela garage sustains damage in fire (VIDEO)

#### INFRASTRUCTURE

- Village trustees agree to purchase new backhoe for Public Works Department
- Cape Vincent councilman: state prison among large water users not paying fair share
- Village may look at increasing water rates for first time since 2010
- Black River looks into sidewalk laws
- Senate passes OBPA borrowing bill



The calls included such things as 14 diabetic and breathing problems, two structure fires, a couple of falls and two traumatic injuries. The rescue truck also went on calls involving someone choking, an overdose and reports of a pregnancy/birth and a person fainting.

But critics accuse the fire department of sending staff and vehicles out on the least serious medical calls as a way to keep response calls up and staffing levels at 78 members. Critics also wonder about the need to send the rescue truck when Guilfoyle also is dispatched to the call.

In defending the use of the heavy rescue truck so often, Deputy Chief Russell J. Randall said firefighters enter the career because they want to help people.

"You're the fire department," he said. "You're supposed to help. You go because you're expected to do your job."

Staffed by two EMTs, the department's 2004 American LaFrance heavy rescue truck covers the entire city from the department's central fire station on South Massey Street. The response time for EMS calls averaged a little more than six minutes in 2013, according to a recent study conducted by a consultant that looked at the fire department's staffing levels and efficiency.

The study, conducted by the International City/County Management Association, recommends the fire department should consider cross-staffing the rescue and ladder trucks with a single crew of three, so they can do both jobs.

Calls initially come into the Jefferson County 911 dispatch system at the Metro-Jefferson Public Safety Building. Dispatchers immediately contact both the city fire department and Guilfoyle for the medical emergencies. Almost always, both agencies are dispatched. The fire department is often there first, Fire Chief Dale C. Herman said.

City Council members contend that sending out the rescue truck so often will end up costing too much money, claiming it creates wear and tear on the vehicle and it will break down.

Councilwoman Teresa R. Macaluso, a former nurse, is not convinced the fire department needs to send out the rescue squad if Guilfoyle is going anyway, since the rescue truck cannot transport patients. It irked her to hear that so many of the calls in that three-day period involved diabetic and breathing issues.

"It's 14 times you don't need to go," she said, adding that she does not have an issue when the rescue truck joins a fire engine at the scene of a car accident, but feels differently when it is merely a medical call. "It looks like a little overkill to me."

But Chief Herman said a minor incident, such as a bee sting, could quickly become something much more serious, so it's a good idea to send the two EMTs there. He pointed out that a call came in May 18 for a property damage accident, but a police officer at the scene noticed a backseat passenger was having some cardiac problems. The rescue squad was quickly dispatched, he said.

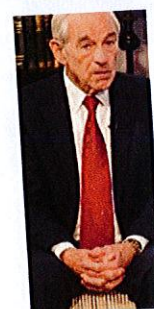
In a May 18 pregnancy/birth incident, both the fire department and Guilfoyle responded. The two city EMTs took the woman's vital signs before the ambulance arrived and helped her into the ambulance, Deputy Chief Randall said. The entire call took 20 minutes.

Calling it "just a snapshot," Deputy Chief Randall said that was just once instance, and he remembered one call when he personally had to cut the umbilical cord after a woman gave birth in her home.

County 911 dispatchers also use a complicated set of protocols for different kinds of medical emergencies so they can decide if the city apparatus should go on a call, Chief Herman said. Asked why the city did not go on two incidents involving people having psychiatric problems, he said dispatchers determined what to do by looking at the seriousness of it. If the person is about to harm himself or someone else, the city truck is sent, Chief Herman said.

As for the complaint the department often gets about going out on calls for falls, Deputy Chief Randall recalled an incident involving a woman injured several years ago in her home when she fell into a cardboard box and could not get herself out again. In that position for 12 hours, she suffered circulation problems and was taken to Samaritan Medical Center. She died a day later.

"Falls can be serious," he said.



#### Site Service

- Home Delivery
- Job Search
- Real Estate Se
- Personal Finar



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While he understands all of those issues, Councilman Stephen A. Jennings questioned the size of the vehicle used in the medical calls. He likes the consultant's recommendation of using lighter vehicles that can be dispatched more easily from all three fire department stations. That strategy would save money on fuel and wear and tear, he said.

"I don't have an issue with the equipment," he said. "We just need to be more effective and more efficient."

But fire department officials countered that the city would have to purchase those vehicles and the system would not be as efficient.

And the city did not have to purchase the heavy rescue truck, now with more than 53,000 miles and 7,900 engine hours, 11 years ago. The city arranged "a settlement agreement" with American LaFrance after the previous vehicle had so many mechanical problems, Deputy Chief Randall said. The now-defunct South Carolina company offered the current vehicle in exchange for the old, he recalled.

"They told us we could take it or leave it," he said.

The debate comes at a time when the city soon will resume negotiations with the Watertown Professional Fire Fighters Association Local 191. City Manager Sharon A. Addison contends she can negotiate cuts in the fire department staff by reducing the department's less serious emergency calls.

Council members say the city needs to find ways to save money in the fire department's \$9 million budget.

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41 Comments Watertown Daily Times

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Lisa Done • 24 days ago

Ken do you live in the city of Watertown or even in this county or are you a summer resident or someone who lives in another area who loves to critique other areas? I noticed Ken you never answered Janice Phoenix question on being a firefighter. The problem with people like you, the mayor, the city, manager and the council are you're all clueless as how the fire departments run and what they need. You question the size of the truck and say no one else has them this size, I guess you live under a rock because many of the volunteer departments right in Jefferson County use trucks this size. Do you know what is kept on these trucks, let's start with

- - Confined space/Collapse equipment/trench rescue (tripod, hardware, ropes, communications, patient packaging, etc.),
- - Extrication equipment (hydraulic cutters, hydraulic spreaders "AKA Jaws of Life", hydraulic rams, hydraulic power units, generators, struts, cribbing (a lot!) shoring, cutting torches, circular saws, heavy lift pneumatic air bags or pillows, etc.),
- - Rope rescue (ropes, hardware, patient packaging (stokes baskets) mechanical advantage systems high angle rescue equipment etc.)

see more

2 ^ | v • Reply • Share



KEN → Lisa Done • 24 days ago

Sounds like a lot of truck and equipment for an EMT response. And why pick on the fire department? Why not? Gotta start somewhere.

^ | v • Reply • Share



Janice Phoenix → KEN • 23 days ago

What do you have to "start" KEN? What is your end game after all this is all a game to you. people's lives, public safety, families livelihoods.

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## Fire & Emergency Apparatus

much-needed apparatus with affordable interest. It also frees communities from parting with hard-to-come-by cash when most are strapped for cash these days.

### Lease-purchase options

A third consideration is lease-purchase options. Many manufacturers, especially the larger ones, offer this option, and there are many third-party companies that will offer the same service, allowing communities to purchase virtually any apparatus they desire.

The lease-purchase option is a little more expensive than a municipal bond because of the risk involved for lessors, but experts say it can still be cheaper than deferring purchases. That's because

### Average Price Increases

Year	Cost: 2014 Pierce Pumper (for example purposes)
2014	\$550,000.00
2015	\$566,500.00
2016	\$583,495.00
2017	\$600,999.85
2018	\$619,029.84
2019	\$637,600.73

Note: On three- and five-year lease terms, total payments are less than cash price at year 2017.

Average price increase if the City chooses to wait and buy in the future (assumes a steady annual price increase). Information Provided by Pierce Mfg.

the inflation rate is higher than the current lease interest rates.

Gerace says, like municipal bonding, municipal leasing is tax free and far less expensive than commercial leasing. "And with a lease, departments usually end up owning the apparatus," he says. "Right now, the interest is less than inflation. So, departments that are waiting are actually losing buying power."

Whitmer agrees and says departments that defer apparatus purchases, rather than borrowing money or entering lease agreements, will probably spend more to purchase the same apparatus than if they bought it now and paid for it with some sort of financing. "The logic of leasing is you don't have to come up with \$500,000 today," Whitmer says. "You have to come up with \$78,000 over a seven-year term and then you'll own the truck." Depending on the lease agreement, some departments might have to come up with a "balloon payment" at the end of the agreement to purchase the apparatus.

Whitmer says that some manufacturers, like Pierce, offer a lease turn-in program where communities can pay for the use of the apparatus for a designated time, usually seven to 15 years, and have the option of letting the manufacturer take it back. Participating communities can usually expect to pay about 80 percent of the cost of the truck, he says.

"Flexibility in the fleet is the logic of a turn-in lease," Whitmer says. "You can run the trucks and get out of them." He adds that some communities that have low run numbers and keep their apparatus for 30 years in pristine condition might not real-

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