Readfield Select Board
Regular Meeting
Agenda

July 13, 2015

Meeting starts: 6:30 PM
Location: Gile Hall
Pledge of Allegiance

1. **Minutes:** Select Board meeting minutes of June 29, 2015 - 5 minutes
2. **Warrant: #1&2–** 5 minutes
3. **Annual offices and duty assignments -15 minutes**
   Chair, Vice Chair
   Board of Assessor (3)
   KVCOG Rep.
   Solid Waste Rep
   Time Keeper
   Warrant review Quarterly
   Note taker

Communications – 30 minutes

4. Select Board communications
5. Town Manager
6. Boards, Committees, Commissions & Departments
   - Trails committee minutes
   - Road committee minutes

Appointments/Reappointments: - 5 minutes

7. Appointment – Conservation Committee – Martin Hanish, P Greg Durgin
   Trails Committee – P Greg Durgin, KVCOG – Martin Hanish
8. Reappointment – Planning Board – Jay Hyland
   - Conservation Committee – Robert G. Mohlar
9. Resignation – Road Committee- Barbara Bright

Unfinished Business

10. Town Meeting - Secret Ballot -15 minutes
    Time table
11. Manager Questions
12. Town Manager Applications

New Business:

13. Trail Naming – Millstream Pathway -5 minutes
14. Other - 10 minutes
15. Policies – 5 minutes
    i. Warrant for State Agency Checks
    ii. Employee wages & Benefits

Public Communications:

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

Adjournment

1. Minutes
June 29, 2015

Readfield Select Board
Regular Meeting & Workshop Minutes for June 29, 2015

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

Others attending: William Starrett and Kristi Hutchinson (PEG TV), Robin Lint (Town Clerk), Teresa Shaw (Interim Town Manager), Christine Sammons and Bruce Bourgoine (Incoming Select Board Members), Eugene Carbona, Alex Wright, Dave Linton, Linwood Reay Jr., Pam and David Glidden, Marion Dunham, Lorraine Hall-Wagner, Sandra Rourke, Carolyn Armstrong, John Parent, Grace Keene, Milton Wright, Deb Doten, Peter Davis, Steve Clark, Oscar Thomas Feagin, Wendy Dennis, Lee and Samantha Mank and Roland Cote. Also present were several contractors from various companies for the awarding of several RFP's.

Mrs. Reay opened the meeting at 5:00 PM.

EXECUTIVE SESSION – Union negotiations
Motion by Mrs. Reay to enter into executive session under 1 M.R.S.A §405(6)(D) Labor Negotiations, second by Mr. Curtis. Vote 5-0 in favor.
The Select Board went into executive session at 5:01 pm.

The Select Board came out of executive session at 5:54 pm.

Mrs. Reay reconvened the meeting at 5:58 pm.

WORKSHOP – Collections Clerk Job Description

- Documents were provided showing months, weeks, days and hours of service at the front window.
- Lengthy discussion on the open hours of the front window was discussed in detail.
- Mrs. Pomerleau said she would like to see the front window closed to 25 hours a week. Leaving the Town Clerk and the Finance Officer more time to do their jobs without disruption. Ms. Pomerleau said she was sure the residents would not mind too much waiting in line.
- Mr. Durgin said he saw no evidence that the Select Board should change the hours.
- The employees were concerned that the fewer hours the window was opened the more they would have to back up the front with everyone being concentrated into the 25 hours instead of spread out in the current 38 hours.

THE REGULAR MEETING:
Meeting called to order at 6:35 pm by Mrs. Reay followed by the Pledge of Allegiance.

1.) **Minutes** – June 15, 2015

Motion by Mr. Dunham to approve the minutes of June 15, 2015 as amended, second by Mr. Durgin. Vote 5-0 in favor.

DRAFT

Vote on the original motion with the amendment 5-0 in favor.

ROAD MAINTENANCE:

- **Motion** by Mr. Dunham to award the Road Maintenance to D.R. Caron Excavation, Inc. for $13,955.00, second by Mr. Curtis. Vote 5-0 in favor.

ROAD SHOULDERS:

- **Motion** by Mr. Curtis to award the Road Shoulder RFP to C.H. Stevenson, Inc. for $7,985.00, second by Mr. Dunham. Vote 4-1 with Mrs. Reay voting in the negative.

CRACK SEALING:

- **Motion** by Mr. Curtis to award the Crack Sealing RFP to Sealcoating, Inc. and not to accede $10,000, second by Ms. Pomerleau. Vote 5-0 in favor.
- The Board thanked the Road Committee as well as the Interim Road Commissioner and Deputy Road Commissioner for the work on the RFP's. The Interim Town Manager will update the spread sheet showing who the RFP's were awarded to.

5.) Boards, Committees, commissions & Departments

- Cemetery Committee Minutes for May 4, 2015 were included in the packet.

APPOINTMENTS/REAPPOINTMENTS:

6.) Health Officer – Oscar Thomas Feagin

- **Motion** by Mrs. Reay to appoint Oscar Thomas Feagin as the Town's Health Officer till June 30, 2016, second by Mr. Durgin. Vote 5-0 in favor.

Road Committee – Linwood Reay Jr.

- Mr. Reay came forward and wanted to make it known that his son will still be working for Steve McGee as McGee has one more year on their snowplowing contract for Readfield. Mr. Reay wanted this to come forward so it wouldn't be a conflict of interest while he was on the Road Committee.
- Mr. Dunham thanked Mr. Reay and said that he also sees no conflict of interest and would go one step further by saying Mr. Reay could bid on Town road work as well.
  Motion by Thomas Dunham to appoint Linwood Reay Jr. to the Road Committee for a three year term from 7-1-2015 to 6-30-2018, second by Mrs. Pomerleau. Vote 4-01 in favor with Mrs. Reay recused herself from the vote.

Maranacook Lake Dam Committee and Conservation Commission

- **Motion** by Mrs. Reay to reappoint Laurence Perkins to the Maranacook Lake Dam Committee, Tim Sniffen to the Conservation Commission, Jerry Bley to the Conservation Commission all for a three year term ending June 30, 2018 and Jay Hyland to the Planning Board for a five year term ending June 30, 2020, second by Mr. Durgin.
- Discussion: Mrs. Lorraine Hall-Wagner said that Jay Hyland's application was not in the packet and should not be voted on tonight.
- Vote 1-4 motion fails.

DRAFT

Motion by Mr. Dunham to approve the Town Manager Interview questions 2015 as presented, second by Mrs. Pomerleau. Vote 5-0 in favor.

Motion by Mr. Curtis if the interview questions are on the web site that they be removed the next business day, second by Mr. Dunham. Vote 5-0 in favor.

11.) Town Meeting – Secret Ballot

- Mrs. Reay expressed her concern of re-voting on questions that was voted down. Showing an article in the Community Advertiser where the Select Board said items with the (*) would be re-voted. Mrs. Reay also said she re-watched four disc where the residents asked what would happen in a no vote.
- Mrs. Reay said if the Board was going to do a Special Town Meeting vote that they might want to include a new Fire Truck article and re-write the unexpected balances article.
- Wendy Dennis from the Maranacook Dam Committee also asked the Board once again to put the Maranacook Dam articles back on the ballot.

Out of order (all most 9pm)

18.) Public Communication

- Mrs. Glidden thanked Mrs. Reay and Mr. Durgin for their service.
- Mr. Linton said that re-voting articles would set precedence and would be changing the rules.
- Mr. Reay wanted to know if the material dumped across the road had been cleaned up and if other residents had permission to do the same. Mr. Curtis said he will contact the supervisor of that individual who gave permission. Mr. Reay also wanted to know when the Town sign would be fixed. Mr. Reay said that the sand should not be on the lawn or brushed into the ditches. Mr. Reay also asked if the drainage problem around the town office building had been fixed.
- Mr. Carbona said he would like to see the sign fixed by a professional.

Motion by Mrs. Reay to extend the meeting till 9:30 pm, second by Mr. Dunham. Vote 3-2 motion passes with Mrs. Reay and Mr. Curtis voting in the negative.

13.) RFP Box Culvert

- Mr. Curtis went over the changes that the Road Committee suggested.

Motion by Mrs. Reay to approve the RFP for the box culvert and to advertise in all available avenues and to have bids back July 16th by 3:00pm and open in a public with a board member present and to have the Road Committee review them and give a recommendation by the July 27th Select Board meeting, second by Mr. Dunham. Vote 5-0 in favor.

14.) Policies

a.) Disbursements Warrant for State Fees

b.) Disbursements for Employees Wages and Benefits

DRAFT

2. Warrant #1 & 2

3. Annual Offices & Duty Assignments

Chair

Vice Chair

Board of Assessors (3)

KVCOG (Kennebec Valley County of Government)

Solid Waste & Recycling Committee Representative

Time Keeper

Note Taker

Warrant Review –

- 1st Quarter
- 2nd Quarter
- 3rd Quarter
- 4th Quarter

4. Select Board Communications

5. Town Manager

5. Town Manager

CMP Pole Permit – Mill Stream Road

I spoke with Gary Ham, CMP is redoing that line because customers are having low voltage problems. The pole currently runs down from Old Kents Hill Road. They are changing out one pole on Mill stream Road and adding another pole 120 ft from the replacement pole. CMP has markers where the poles will be located. These poles are being placed as usual in the road right of way.

Form 4503

Notification: 10300124526

Work Order: 801000046833

LOCATION PERMIT

Upon the Application of Center Maine Power Company and FairPoint New England, dated Jun 16, 2015, asking for permission, in accordance with law, to construct and maintain poles, buried cables, conduits, and transformers, together with attached facilities and appurtenances over, under, along or across certain highways and public roads in the location described in said application, permission is hereby given to construct, reconstruct, maintain and relocate in substantially the same location, said facilities and appurtenances in the City / Town of Readfield, approximately located as follows:

1. Starting Point: Intersection of Main Street (0017X) and Mill Stream Road (1101490)
2. Road (State & CMP): Mill Stream Road
3. Direction: East
4. Distance: 255 feet
5. Number of Poles: 1

Facilities shall consist of wood poles and appurtenances with a minimum of wire and cable not less than 18 feet over the public highway and/or buried cables or conduit and appurtenances placed a minimum depth of 36 inches under pavement and 30 inches elsewhere, all in a manner conforming to the National Electric Safety Code.

By:_____

By:_____

By:_____

By:_____

By:_____

Municipal Officers

Office of the _____

Received and Recorded in Book_____, Page_____

Attest:_____

Clerk

Form 4501

Notification: 10300124526

Work Order: 801000046833

CENTRAL MAIN POWER COMPANY
APPLICATION FOR POLE LOCATION OR UNDERGROUND LOCATION

In the City/Town of: Readfield, Maine

To the:
- ☐ City
- ☐ Town
- ☒ County of: Kennebec, Maine

☒ Central Maine Power hereby applies for permission to:

☒ Construct and maintain poles together with attached facilities and appurtenances upon, along or across certain streets and highways in said City/Town as described below.

☐ Construct and maintain buried cables, conduits, manholes and handholes, together with wire and cables, transformers, cutouts, and other equipment therein, under, along, and across certain streets and highways in said City/Town as described below.

☒ Central Maine Power Company and FairPoint New England jointly apply for permission to construct and maintain poles together with attached facilities and appurtenances upon, along or across certain streets and highways in said City/Town as described below.

1. Starting Point: Intersection of Main Street (0017X) and Mill Stream Road (1101490)
2. Road (State & CMP): Mill Stream Road
3. Direction: East
4. Distance: 255 feet
5. Number of Poles: 1

☒ Overhead wires shall have a minimum clearance of 18 feet over the public highway and be constructed to conform with the requirements of the National Electric Safety Code.

☐ Buried cable facilities shall be placed at a minimum depth of 36 inches under pavement and 30 inches elsewhere and be constructed to conform with the requirements of the National Electric Safety Code.

Any person, firm, or corporation to be adversely affected by this proposed location shall file a written objection with the State Department of Transportation, City, Town or County stating the cause of said objection within fourteen (14) days after the publication of this notice or ninety (90) days after installation of facilities without publication.

☐ Public Notice of this application has been given by publishing the text of the same

☒ Not Published

In:

On:

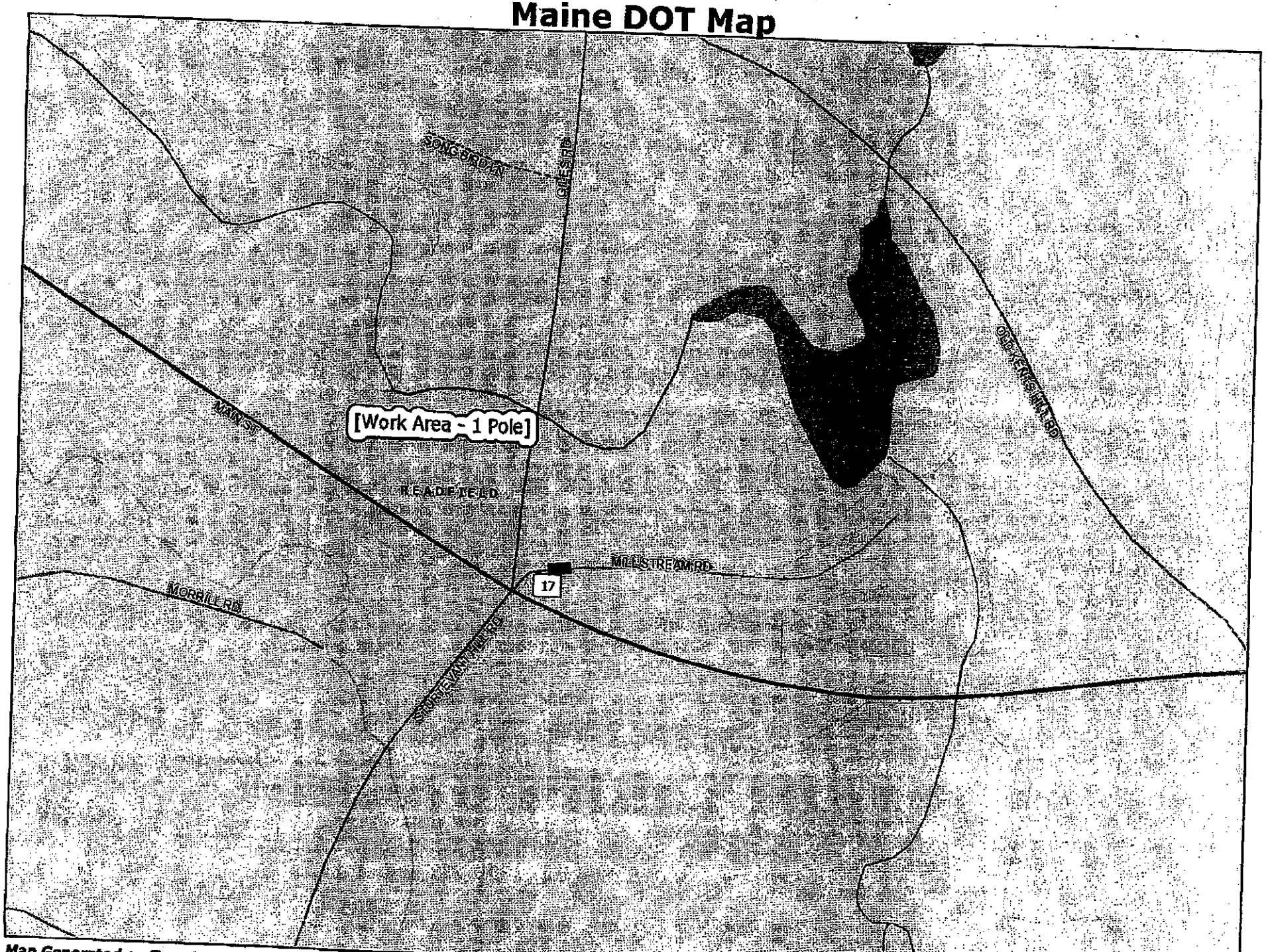
CENTRAL MAINE POWER COMPANY

By: Gary Ham Date: Jun 16, 2015

FairPoint New England

By: Maria Leathey Date: 6/19/2015

Maine DOT Map



Map Generated on Tuesday, June 16, 2015 01:27:06 PM

The Maine Department of Transportation provides this publication for information only. Reliance upon this ... conditions. The Department ...

Map Scale 1:20[illegible]

6. Boards & Committees

TRAILS COMMITTEE MINUTES FOR MAY 26, 2015

Present: Milt Wright, Hank Laidlaw, Jeannie Harris, Bob Harris, Lydia Adelson, Rob Peale

Gary Keilty, Ann Keilty, Ken Clark, Chris Sammons, Nancy Buker, Will Harris

Excused: Romaine Turyn, Karen Peterson

Meeting called to order at 6:30
Secretary's minutes of April 28th were approved with 2 abstentions

Milt Wright will submit and pay for an ad to the Community Advertiser explaining why a yes vote is needed on the 3 Trail warrants on the Secret Ballot.

Ballfield Committee – Milt reported that a Porta Potty will be placed at the Fairground Complex. There was concern regarding cars parking along the side of Church Road. This is a safety issue. (A new sign has been erected near the entrance stating "caution recreation area). Will reminded us that this is a multi-use Fairground Complex.

Will Harris reported on the trail work done on the Mill Stream Trail. Work was done on May 17th by a large crew from our committee and other volunteers. Bob Bittar also has some ideas that will extend the trail on to his property. This extension, if completed will NOT use ANY town funds!

Hank Laidlaw reported on the site visit to the capped landfill on North Road. Several of our members along with Andy Tolman walked this site on May 17th . It was a good trip even with the ticks that joined the group. Rob spoke of the esker and an old beaver bog on the land. Discussion about whether this could be a year around trail. It will be fine in the dry times but wet in the spring. There could be winter use for skiing. Lenny Raye has expressed to Gary an interest in working with us regarding the gate. The gate will have to be moved back and gravel applied for parking. Ann made a motion "After July 1st we will begin the design and creation on a trail to provide public access to the capped landfill/esker trail. We will be working in consultation with the Select Board." Ken Clark seconded this.

Will Harris reported on the Factory Square /Bob Bittar/ Planning Board situation. Bob envisions opening a Community Center.

Rob Peale reported on the construction of a trail extension at KLT Echo 1 property. Rob and Milt have cleared and marked the route. Howard Lake worked on a trail toward a Beaver Dam. KLT has built a wooden viewing stand overlooking open water areas.

Fairgrounds Complex – Jerry will mark the trail where signs will be placed. Mark Birtwell will ditch an area approx. 200 ft. at the lower end of the McDouglaud Trail to prevent erosion from the ball field from washing over that section of the trail. We discussed the concern about the size of the existing parking lot and the safety issue of cars parking along the road. Milt told of the poison ivy near the entrance of the complex and near the ballfield. He will discuss this with Tim Sniffen.

Gary reported on the guest speaker remarks at an Augusta Trails Meeting regarding public awareness. More to come.

Milt reported on work to be done around the Union Meeting House to finish our Community Pathway. Bluestone will be delivered after the June 9th election.

Ken Clark reported on the long range planning he, Hank and Lydia are working on. We all appreciate the goal setting and recognize that this will be a great help to us.

Nancy Buker will explain at the next meeting an article that was passed a few years back at a Town Meeting which will allow gifts and bequeaths to committees to remain in perpetuity and do not have to be spent in a fiscal year.

Other business: All were invited to a Party at Milt's home after the June 23rd meeting to thank him for his many years of chairmanship. We will try to keep the business meeting as short as possible so we can celebrate this event.

Ann Keilty

Substitute Secretary

May 27, 2015

Road Committee Meeting

Larry Perkins, Greg Leimbach, John Parent, John Stanley, Pete Davis, and Gary Quintal, Code Officer

Item 1

Owners of property on Ledgewood Drive sought the opinion of the Road Committee concerning road standards applying to Ledgewood Drive

Larry Perkins motioned, seconded by John Parent, that Ledgewood Drive be a 49 ½ ft private road adhering to Private Road Standards to the reasonable extent, with Fire Chief's approval of a turnaround. Motion carried

Greg Leimbach motioned and John Stanley seconded, that a modified turnaround at the end of the road with an easement would be acceptable subject to approval of the Fire Chief. Motion carried.

Item 2

Giles Road and Giles Road Bridge

The Road Committee, by consensus would offer only technical advice and recommend cost of reconstruction of the road be estimated by Mark Birtwell

Item 3

Larry Perkins recommended the RFPs be reviewed at the next meeting to give members a chance to review and comment. Road Committee concurred. Meeting set for June 11, 2015

Meeting adjourned at 5:40 pm.

June 11, 2015

Road Committee Meeting

John Parent, Larry Perkins, John Stanley, Greg Leimbach, Pete Davis, Theresa Shaw

Suggestions made to Theresa Shaw about possible wording on the Culvert on Old Kents Hill Road RFP. No motions made. Other RFPs already approved by the Select Board.

June 24, 2015

Road Committee Review of Bids for RFPs

5:03 pm

Paving RFP Bids

Greg Leimbach motioned, seconded by Larry Perkins, recommendation be made to award contract to low bidder on unit price for paving. This would be Bard Paving. Motion carried

Road Maintenance RFP Bids

John Stanley motioned, seconded by John Parent, recommendation be made to award the Road Maintenance RFP contract to D. R. Caron Excavation. Motion carried.

Road Shoulder RFP Bids

John Parent motioned, seconded by Larry Perkins, recommendation be made to award the Road Shoulder RFP contract to C.H. Stevenson, Inc. Motion carried.

Crack Seal RFP Bids

Greg Leimbach motioned, seconded by Larry Perkins, recommendation be made to award the Crack Seal RFP contract to Sealcoating, Inc. Motion carried.

Meeting adjourned at 5:30.

ROAD COMMITTEE MEETING JUNE 26, 2015

John Stanley, John Parent, Larry Perkins by proxy if needed, Theresa Shaw and Pete Davis

5:03pm

Motion by John Stanley to reconsider our recommendation of awarding the paving contract to Bard Paving. Seconded by John Parent. Motion carries.

Motion by John Stanley, seconded by John Parent to recommend awarding the bid to Pike Industries, Inc. Their bid is below the budget amount approved by the voters and their quality of work previously done for the town is of high quality. Second recommendation, less preferred, is to award the bid to the lowest bidder who is on the MDOT list of preferred paving companies if the company has the resources and equipment to complete the projects to the best interest of the town. Recommendation the Select Board takes the time to research the best interest of the town versus bid amount. Motion carries.

Meeting adjourned at 6:30pm

7. Appointments

OFFICE USE

DATE RECEIVED

RECEIVED JUL 01 2015 6pm

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: [X] **1st time appointment** [ ] **re-appointment**

Which Board, Committee or Commission are you applying for? Conservation Commission

Name: Martin Hanish **Phone (H):** 685-3060

Street address: 280 Sturtevant Hill Rd **Phone (C):** 557-1009

Mailing address: Readfield 04355

E-Mail: mhanish@memun.org

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

Back ground in finance, grant administration, willing to help in any capacity.

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

Love Nature, desire to preserve Readfield's natural assets

If you are currently employed, what is your position?

Chief financial officer, Maine Municipal Association

APPLICATION FOR APPOINTMENT FOR:

Name: Martin Hanish Position Conservation Comm. Term:

CLERK'S USE BEFORE THE APPOINTMENT

Open position Conservation Comm. Term: 7-13-15 = 6-30-16

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 Martin Hanish of Readfield, in the County of Kennebec and State of Maine: There being a position on the Conservation Comm. 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:

7-13-15 thru 6-30-2016. Given under our hand this 13, day of July, 2015.

Bruce Bourgoine

Christine Simmons

Thomas Dunham

Valarie Pomerleau

Allen Curtis

RECEIVED
OFFICE USE
JUL 02 2015
DATE RECEIVED

TOWN OF READFIELD

APPOINTMENT APPLICATION

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Please check one: [✓] **1st time appointment** [ ] **re-appointment**

Which Board, Committee or Commission are you applying for? Conservation Comm.

Name: Greg Durgin **Phone (H):** 685-4481

Street address: 104 Winthrop Rd. **Phone (C):** N/A

Mailing address: PO Box 242 Readfield ME 04355

E-Mail: durgie@roadrunner.com

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

Served on Appeals Board, Budget Comm. 2 terms on Select Board

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

I strongly believe in volunteering and serving the community my family lives in when opportunities arise

If you are currently employed, what is your position?

retired as of July 1, 2015

APPLICATION FOR APPOINTMENT FOR:

Name: Greg Durgin **Position** Conservation Comm **Term:** 1 year 2016

CLERK'S USE BEFORE THE APPOINTMENT

Open position Conservation Com. **Term:** 7-13-2015 = 6-30-2016

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 Greg Durgin **of Readfield, in the County of Kennebec and State of Maine: There being a position on the** Conservation Comm. **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:**

7-13-2015 **thru** 6-30-2016. **Given under our hand this** 13 **, day of** July **, 2015.**

Bruce Bourgoine

Christine Sammons

Thomas Dunham

Valarie Pomerleau

Allen Curtis

RECEIVED
OFFICE USE
JUL 02 2015
DATE RECEIVED

TOWN OF READFIELD

APPOINTMENT APPLICATION

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Please check one: [✓] **1st time appointment** [ ] **re-appointment**

Which Board, Committee or Commission are you applying for? Trails Comm

Name: Greg Durgin **Phone (H):** 685-4481

Street address: **Phone (C):** —

Mailing address: P O Box 242 Readfield, ME 04355

E-Mail: durgie@roadrunner.com

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

I use the trails frequently. I have volunteered + worked on the trails. I have experience on various comm. + boards in town, C Appeals, Budget, SB

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

I enjoy volunteering to help make our town better. I prefer to be a "doer" rather than a complainer!

If you are currently employed, what is your position?

retired from 40 years in public education

APPLICATION FOR APPOINTMENT FOR:

Name: Greg Durgin **Position** Trail Com. **Term:** 3 year term

CLERK'S USE BEFORE THE APPOINTMENT

Open position Trails Com. **Term:** 7-13-15 = 6-30-2018

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 Greg Durgin **of Readfield, in the County of Kennebec and State of Maine: There being a position on the** Trails 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:**

7-13-2015 **thru** 6-30-2018. **Given under our hand this** 13**, day of** July**, 2015.**

Bruce Bourgoine

Christine Sammons

Thomas Dunham

Valarie Pomerleau

Allen Curtis

OFFICE USE
RECEIVED 5pm
JUL 6 2015
DATE RECEIVED

TOWN OF READFIELD

APPOINTMENT APPLICATION

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Please check one: [X] **1st time appointment** [ ] **re-appointment**

Which Board, Committee or Commission are you applying for? KVCOG

Name: Martin Hanish **Phone (H):** 685-3060

Street address: 230 Sturtevant Hill Rd **Phone (C):** 557-1009

Mailing address: Readfield 04355

E-Mail: mhanish@memun.org

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

27+ years experience in municipal issues in Maine
extensive background in financial management
experience in applying for and administering grants

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

County-wide issues can have an impact on Readfield. I feel I can be a good representative for our town. I would keep select board informed & seek its guidance

If you are currently employed, what is your position?

Chief Financial Officer, Maine Municipal Association.

APPLICATION FOR APPOINTMENT FOR:

Name: Martin Hanish Position KV COG Term: 7/6/15 – ?

CLERK'S USE BEFORE THE APPOINTMENT

Open position _____ Term: _____

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

APPLICATION FOR APPOINTMENT FOR:

Name: Jay Hyland **Position** Planning Board **Term:** 3yr

CLERK'S USE BEFORE THE APPOINTMENT

Open position Jay Hyland **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 Jay Hyland **of Readfield, in the County of Kennebec and State of Maine: There being a position on the** Planning Brd **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** 6-30-20. **Given under our hand this** ____, **day of** ____, **2015.**

Sue Reay

P. Greg Durgin

Thomas Dunham

Valarie Pomerleau

Allen Curtis

RECEIVED
OFFICE USE
JUN 26 2015
DATE RECEIVED

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: ☐ **1st time appointment** ☒ **re-appointment**

Which Board, Committee or Commission are you applying for? Planning Board

Name: Jay Hyland **Phone (H):** 485-8802

Street address: 28 Moser Rd **Phone (C):**

Mailing address: 28 Moser Rd Readfield, ME 04355

E-Mail: Hyland4505@roadrunner.com

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

- Many years on Readfield planning Board

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

If you are currently employed, what is your position?

Engineer - Maine CDC - Division of Environmental Health

APPLICATION FOR APPOINTMENT FOR:

Name: Robert Mohler **Position** Conservation Com. **Term:** 3 year

CLERK'S USE BEFORE THE APPOINTMENT

Open position Conservation Com. **Term:** 7-13-15 = 6-30-2018

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 Robert Mohler **of Readfield, in the County of Kennebec and State of Maine: There being a position on the** 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:**

7-13-15 **thru** 6-30-2018. **Given under our hand this** 13 **, day of** July **, 2015.**

Bruce Bourgoine

Christine Sommons

Thomas Dunham

Valarie Pomerleau

Allen Curtis

RECEIVED OFFICE USE 11:45 am
JUN 30 2015
DATE RECEIVED

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: ☐ 1st time appointment ☑ re-appointment

Which Board, Committee or Commission are you applying for? READFIELD CONSERVATION COMMISSION

Name: ROBERT G. MOHLAR **Phone (H):** 685-4769

Street address: 339 SOUTH RD **Phone (C):**

Mailing address: SAME

E-Mail: RMOHLAR@ROADRUNNER.COM

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

MANY YEARS MEMBER OF RCC

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

STRONG INTEREST IN CONSERVATION GENERALLY

If you are currently employed, what is your position?

RETIRED MD.

8.Reappointments

9.Resignation

Robin L. Lint

From: Pete Davis <vetpete@aol.com>
Sent: Sunday, July 05, 2015 12:00 PM
To: johnp@lacorteequipment.com; stanjohnley@gmail.com; readfield.clerk@roadrunner.com; perkolator60@roadrunner.com; gregory.j.leimbach.mil@mail.mil; readfield.maint@ne.twcbc.com; readfield.finance@roadrunner.com
Subject: Fwd: Road Committee

-----Original Message-----
From: Barbara Bright <bsquare3421@gmail.com>
To: Pete Davis <vetpete@aol.com>
Sent: Sun, Jul 5, 2015 11:05 am
Subject: Road Committee

Dear Pete:

It is with much regret that I am resigning the Readfield Road Committee. Really enjoyed my time on this important committee and grateful for all that I learned while serving.

Effective immediately.

Sincerely,

Barbara W. Bright

Sent from my iPad

Barbara
Bright
Connecticut--The Land of Steady Habits!

10. Town Meeting - Secret Ballot

TIME LINE FOR SPECIAL TOWN MEETING 2015

35 DAYS PRIOR TO VOTING: Deadline to have all Warrant signed and to Clerk

30 DAYS PRIOR TO VOTING: Absentee ballots available 21-A

11 DAYS PRIOR TO PUBLIC HEARING: Sign Public Hearing Notice that will be posted

07 DAYS PRIOR TO PUBLIC HEARING: Last day to post public hearing for any referendum questions

10 DAYS PRIOR TO VOTING: Last day to hold a public hearing on referendum questions

07 DAYS PRIOR TO VOTING: Last day to post the Warrant of Town Meeting 30-A MRSA, Sec. 2523(4)

NOTE:

We do not have to be open all day. The law states four consecutive hours and closing at 8pm.

We could choose to be open 12 to 8pm or 4 to 8pm. (absentee ballots would be available for those not making the polls-this would save the Town money)

11. Town Manager Questions

12. Town Manager Applications

13. Trail Naming Millstream Pathway

209 Old Kents Hill Road
Readfield, ME 04355
July 1, 2015

Readfield Select Board Chair
Town of Readfield
8 Old Kents Hill Road
Readfield, ME 04355

Gentleperson:

The Trails Committee at its meeting on June 23, 2015 unanimously voted to recommend a name to the Select Board for the recently completed trail along the roadbed of Mill Stream Road between the Grist Mill Bridge and Old Kents Hill Road. In accordance with the "Naming of Municipally Owned Lands, Trails, Recreational Areas and Facilities" at Naming Procedure, d, I request that the Select Board schedule a public hearing on the proposed naming application. Please notify me of the date and time of the scheduled public hearing on this matter.

Very truly yours,

Gary Keilty

Gary Keilty, Vice Chair
Trails Committee

Cc: Teresa Shaw, Interim Town Manager
Robin Lint, Town Clerk

TO: Gary Keilty

FR: Milt Wright

RE: Proposed Name of Mill Stream Pathway

DA: June 24, 2015

MISSION STATEMENT: The Readfield Trails Committee will plan and coordinate the development of environmentally acceptable trails within the town of Readfield. The committee will promote safe, functional connections between the various activity centers of the town and provide linkage, where possible, between recreational trails within the town and with adjacent towns.

The Trails Committee at its meeting on June 23 voted unanimously to recommend to the Select Board that the trail along the Mill Stream Road from the Grist Mill Bridge to Old Kents Hill Road be called the **Mill Stream Pathway**.

The relatively short trail is along a portion of Mill Stream Road that is no longer used by automobiles.

The proposed name is in keeping with the historical name of the road over which the pathway passes.

The words "trail" and "pathway" are synonymous and the Trails Committee preferred the name pathway in the title.

Mill Stream Pathway is not similar to any other existing named trail.

The proposed name emphasizes the community values and character, local history and geography of the pathway to the community.

The proposed name is in keeping with the Mission Statement of the Trails Committee.

14. Other

Maine Municipal Association
60 COMMUNITY DRIVE
AUGUSTA, MAINE 04330-9486
(207) 623-8428
www.memun.org

RECEIVED JUL 2015
RECEIVED JUL 2015

TO: Key Municipal Officials of MMA Member Cities, Towns and Plantations

FROM: Chris Lockwood, MMA Executive Director

DATE: July 6, 2015

SUBJECT: MMA Annual Election - Vice President and Executive Committee Members

Deadline: Friday, August 14, 2015 by 12:00 noon

Nomination Process – Each year member municipalities have an opportunity to vote on the election of the proposed MMA Vice President and municipal officials to serve on the MMA Executive Committee. A five-member Nominating Committee was appointed in March to review nominations submitted by municipal officials and conduct interviews with those municipal officials qualifying and interested in serving as the MMA Vice President and Executive Committee. The MMA Nominating Committee completed its task in May and put forth a Proposed Slate of Nominees for 2016 to member municipalities.

Petition Process – As part of the May mailing, information was also provided on the MMA Petition Process. Pursuant to the MMA Bylaws, nominations may also be made by Petition signed by a majority of the municipal officers in each of at least 5 member municipalities. The deadline for receipt of nominations by petition was July 6. There were no municipal officials nominated by petition.

It is now time for each member municipality to cast its official vote.

Election Process – Enclosed you will find the MMA Voting Ballot which includes the proposed Slate of Nominees to serve on the MMA Executive Committee as selected by the MMA Nominating Committee. A brief biographical sketch on each nominee listed on the MMA Voting Ballot is enclosed for your reference. You will note that unlike municipal elections, MMA does not provide for "*Write-in Candidates*" since our process includes an opportunity to nominate a candidate by petition, as noted above.

The MMA Voting Ballot must be signed by a majority of the municipal officers **or** a municipal official designated by a majority of the municipal officers, and received by the Maine Municipal Association by 12:00 noon on Friday, August 14. We have enclosed a self-addressed self-stamped envelope for your convenience. The MMA Voting Ballots will be counted that afternoon and the election results confirmed under the direction of MMA President Peter Nielsen.

Election results will be available by contacting the MMA Executive Office or by visiting the MMA website at www.memun.org on Friday, August 15, after 4:00 p.m. A formal announcement of the election results will be made at the MMA Annual Business Meeting being held ***Wednesday, October 7, at the Augusta Civic Center***. Newly elected Executive Committee members will be introduced at the MMA Awards Luncheon and Annual Business Meeting and officially take office on January 1, 2016.

If you have any questions on the Election Process, please contact Theresa Chavarie at 1-800-452-8786 or in the Augusta area at 623-8428, or by e-mail at tchavarie@memun.org. Thank you.

MAINE MUNICIPAL ASSOCIATION
VOTING BALLOT

Election of Vice President and Executive Committee Members

Deadline for Receipt of Voting Ballots – 12:00 noon on Friday, August 14, 2015

VICE-PRESIDENT - 1 YEAR TERM **Vote for One**

Proposed by MMA Nominating Committee:

Laurie Smith, Town Manager, Town of Kennebunkport ☐

DIRECTORS - 3 YEAR TERM **Vote for Three**

Proposed by MMA Nominating Committee:

William Bridgeo, City Manager, City of Augusta ☐

Michael Crooker, Town Manager, Town of Glenburn ☐

Marianne Moore, Mayor, City of Calais ☐

Please note that unlike municipal elections, MMA does not provide for "Write-in Candidates" since our process includes an opportunity to nominate a candidate by petition.

The Voting Ballot may be cast by a majority of the municipal officers, or a municipal official designated by a majority of the municipal officers of each Municipal member.

Date: _____ **Municipality:** _____

Signed by a Municipal Official designated by a majority of Municipal Officers:

Print Name: _____ Signature: _____
Position: _____

OR Signed by a Majority of Municipal Officers **Current # of Municipal Officers:** _____

Print Names: Signatures:

_____ _____
_____ _____
_____ _____
_____ _____
_____ _____
_____ _____
_____ _____
_____ _____

Return To:

MMA Annual Election
Maine Municipal Association
60 Community Drive
Augusta, Maine 04330
FAX: (207) 626-3358 or 626-5947
Email: tchavarie@memun.org

MAINE MUNICIPAL ASSOCIATION
EXECUTIVE COMMITTEE

BIOGRAPHICAL SKETCH OF
PROPOSED SLATE OF NOMINEES FOR 2016

MMA VICE PRESIDENT (1-Year Term)

LAURIE SMITH

- Town Manager, Town of Kennebunkport (2014 – present)
- Maine Municipal Association Executive Committee, Member (2012 – present); Vice President (2015)
- Maine Municipal Association Strategic & Finance Committee, Member (2012 – present); Chair (2015)
- Maine Municipal Association Property & Casualty Pool Board of Directors, Member (2012 – present)
- Maine Municipal Association Workers Compensation Fund Board of Trustees, Member (2012 – present)
- Town Manager, Town of Wiscasset (2010 – 2014)
- Assistant Manager/Community Relations/Finance Director, City of Auburn (2005– 2010)
- Interim City Manager, City of Auburn (2007 –2008)
- Acting Finance Director, City of Auburn (2004 – 2005)
- Town Manager, Town of Boothbay Harbor (1994-1999)
- Town Manager, Town of Oxford (1991-1994)
- Town Manager, Town of Boothbay (1988-1989)
- Maine Town & City Management Association, Member (1989-present); Board member (2000-2005); President (2003-2004)
- University of Maine, Orono, Public Administration, B.A. (1986)

MMA EXECUTIVE COMMITTEE MEMBERS (Three 3-Year Terms)

WILLIAM BRIDGEO

- City Manager, Augusta, Maine (1998 – present)
- Adjunct Professor, Government Program at University of Maine in Augusta (2009 – present)
- Adjunct Professor, MBA Leadership and Ethics Courses, Thomas College (2013 – present)
- City Manager, Canandaigua, New York (1987 – 1998)
- Assistant Director, Maine State Housing Authority (1985 – 1987)
- City Manager, Calais, Maine (1979 – 1985)
- Assistant Town Manager, Killingly, Connecticut (1976 – 1979)
- Maine Service Center Coalition, Executive Committee Member (2002 – present); Chair (2004 - 2007); and most recently active in the formation of the Maine Mayors' Coalition in 2014 – present)
- Maine Service Centers Coalition, Steering Committee Member (2001)
- Maine Town & City Management Association, Member (1979 – 1985; 1998 – present)
- Maine Municipal Association Executive Committee, Member (2002 – 2004)
- Maine Municipal Association Property & Casualty Pool Board of Directors, Member (2002 – 2004)
- Maine Municipal Association Workers Compensation Fund Board of Trustees, Member (2002 – 2004)
- New York State Municipal Management Association, Member (1987 – 1998); President (1995)
- International City/County Management Association Board of Regents, Charter Member (1990 – 1996)
- New York Conference of Mayors & Other Municipal Officials, Ex-officio Board member
- Maine Development Foundation, Board Member (2000-2005)
- Augusta YMCA, Board Member (2009 – present)
- Masters Degree, Public Administration, University of Hartford
- Bachelors Degree, Political Service, St. Michael's College in Vermont

MICHAEL CROOKER

- Town Manager/Treasurer/Road Commissioner, Town of Glenburn (2006 - present)
- Maine Municipal Association Executive Committee, Member (2013 – present)
- Maine Municipal Association Strategic & Finance Committee (2013 – present)
- Maine Municipal Association Property & Casualty Pool Board of Directors, Member (2013 – present)
- Maine Municipal Association Workers Compensation Fund Board of Trustees, Member (2013 – present)
- Maine Municipal Association Legislative Policy Committee, Member (2002-2004; 2004-2006; 2010-2012)
- Town Manager, Town of Bradley (1998 – 2004)
- Adjunct Professor, University of Maine Department of Public Administration (2003 – present)
- Executive Director, River Coalition, Inc. (2004 – 2006)
- Graduate Teaching Assistance (1998)
- Substitute Teacher, Maine School Administrative District 22 (1994 – 1998)
- Projectionist and Supervisor, Bangor Mall Cinemas (1988 – 1998)
- Masters in Public Administration, University of Maine
- BA in Political Science, University of Maine
- AS in Legal Technology, University of Maine
- Maine Town and City Management Association; Member; 2002 "Rookie Manager of the Year"
- Barrie E. Blunt Outstanding Graduate Student Memorial Award
- Edward F. Dow Scholarship Recipient
- Pi Sigma Alpha (National Political Science Honor Society)
- Presidential Achievement Award for Academic Excellence
- Maine Criminal Justice Academy's Pre-service/Part-time Law Enforcement Training
- State of Maine Animal Control Officer Training
- Graduate of The Grant Institute
- Penobscot Valley Council of Governments, President,
- Eastern Maine Development Corporation, Board Member
- State of Maine Animal Welfare Advisory Council, Member
- Governor's Interagency Task Force on Invasive Aquatic Species, Member
- Penquis CAP, Board Member
- Penquis CAP, Advisory Board Member
- Maine Resource Recovery Association, Board Member
- Penobscot River Tourism Association, Board Member
- Bangor Region Partners for Health, Board Member
- Penobscot Health Communities Board of Directors, Vice President
- Graduate Association of Public Administrators (GAPA), President
- Notary Public, State of Maine

MARIANNE MOORE

- Mayor, City of Calais (2012 - present)
- Councilor, City of Calais (2002 – 2008; 2009 – 2012)
- Owner/Manager, Calais Curves for Women Fitness Center (2004 – present)
- Leader, Weight Watchers, Inc., Calais (August 2001 – present)
- Maine Municipal Association Executive Committee, Member, (2011 – present)
- MMA Workers Compensation Fund Board of Trustees, Member, (2011 – present)
- MMA Property & Casualty Pool Board of Directors, Member (2011 – present)
- Instructor, Washington Community College (2001 – 2004)
- Adjunct Instructor, Washington Community College (2005 - present)
- Interim Dean, CEIS (Fall, 2002)
- St. Croix Valley Healthy Communities, Board of Trustees (2006 - 2010)

MARIANNE MOORE (continued)

- Washington One: One Community Health & Wellness Co-Chair (2011 - 2013)
- St. Croix Valley Chamber of Commerce, Executive Board (2008 - present)
- Washington Hancock Community Agency, Executive Board (2006 - 2013)
- Washington County Development Authority, Executive Board (2011 - present)
- Washington County Extension Association, Executive Board (2012 – present)
- Permanent Commission on the Status of Women (2012 - present)
- St. Stephen's Presbyterian Church, Board of Managers (2008 - present)
- Climbed to summit of Mt. Kilimanjaro in Africa (June 2002)
- Climbed to Base Camp of Mt. Everest (October 2004)
- Hiked the Inka Trail, Peru (April 2015)
- Moved to Calais, Maine (April 2001)
- Retired from Southwestern Bell Telephone Company (November 2000)
- Managerial positions, Southwestern Bell Telephone Company; San Antonio/Austin/Dallas, Texas (1969 - 2000);
- Cleveland Clinic Exercise Science and Weight Management Certification (September 2011)
- Cooper Institute Circuit Training and Weight Management Certification (June 2005)
- Masters of Business Administration, Southern Methodist University; Major in Management Information Systems (1998)
- Bachelor of Applied Arts & Sciences, Dallas Baptist University; Major in Computer Science/Business Management (1992 Magna Cum Laude);
- Graduate, High School in San Antonio, Texas (1970

15. Policies

Disbursement Warrant for State Fees

Disbursement Warrants for Employees Wage & Benefits

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: Bruce Bourgoine, Allen Curtis, Thomas Dunham, Valarie Pomerleau and Christine Sammons.

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: July 13, 2015

SELECT BOARD:

Bruce Bourgoine	Allen Curtis
Thomas Dunham	Valarie Pomerleau
Christine Sammons	

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 MRSA § 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: Bruce Bourgoine, Allen Curtis, Thomas Dunham, Valarie Pomerleau, and Christine Sammons
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.
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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: July 13, 2015

SELECT BOARD:

Bruce Bourgoine	Allen Curtis
Thomas Dunham	Valarie Pomerleau
Christine Sammons	

Adopted initially: 9/8/2003 Renewed: 07/13/15 Filed: TClerk/Policies& Procedures/Current adopted policies

16. Public Communications