

**Readfield Select Board
Regular Meeting
Agenda**

July 27, 2015

Meeting starts: 6:00 PM

Location: Gile Hall

Pledge of Allegiance

Public Hearing – Trail Naming – Mill Stream Pathway/ Mill Stream Trail -5 minutes

Informational Meeting – Secret Ballot Questions – 30 minutes

Regular Meeting

1. **Minutes:** Select Board meeting minutes of July 13, 15 & 20, 2015 - 5 minutes
2. **Warrant: #3&4–** 5 minutes

Communications – 30 minutes

3. Select Board communications
4. Town Manager
5. Boards, Committees, Commissions & Departments
 - Library Trustees minutes
 - Road Committee minutes
 - Cemetery Committee minutes

Appointments/Reappointments: - 15 minutes

6. Appointment – Recreation Committee – Jada Clark
7. Board Liaisons to Committees
8. Resignation – Cemetery Committee- Lorraine Wagner
Road Committee- Eugene Murray – missed 3 mtgs.

Unfinished Business

9. Concrete Box Culvert Repair -5 minutes

New Business:

10. Summer Residents Meeting- 5 minutes
11. Other - 10 minutes

Public Communications:

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

Adjournment

Public Hearing

Trail Naming

RECEIVED 9:55
Will Hout 9:55 am
JUL 14 2015

Town of Readfield

Land, Trail, Park Area, Facility Naming Application

* Give full details of proposed name for land, trail, park area or facility and attach any applicable information such as naming after person/family because....

* Suggest two (2) names (one preferred name and one alternative name) and state reasons to support the requested name for each suggestion. If possible, the history of the name(s) proposed should be included with the application.

Individual/group submitting proposal: Readfield Trails Committee

Organization/Affiliation of applicant (community member, committee member, neighbor,

etc.: Committee Member, Community Member, Neighbor

Address: 26 Old Kents Hill Rd

Phone: 685-9859

Email address: willhout60@gmail.com

Application is for (circle one): land trail park area facility other

If other explain: _____

Current name if applicable: N/A

Are there any same/similar names to the proposed name already in Readfield? If so please list them: No

1. Preferred Name Mill Stream Pathway

Reason to support preferred name:

History of the name(s) proposed:

Please see attached details.

2. Alternative Name Mill Stream Trail

Reason to support alternative name: None known - similar to preferred name.

History of the name(s) proposed: SAME as above

Date Submitted: July 14, 2015

Date approved: _____

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.

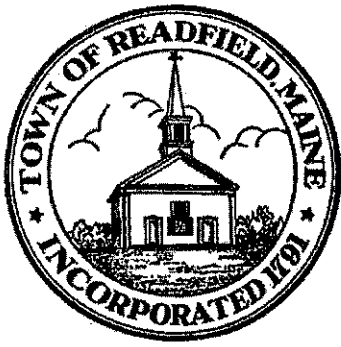
The proposed name is in keeping with the Mission Statement of the Trails Committee.

Secret Ballot

Informational Meeting

2015 Special Town Meeting Secret Ballot
Information Sheet for the September 1, 2015 Vote

Article	Department	Question	Explanation Notes	2014/15 Last Year Approved	2015/16 Select Brd. Recommends	2015/16 Budget Com. Recommends
#2	General Government for Assessing	Shall the Town vote to raise and appropriate \$21,400 for the General Government for Assessing budget category?	Was part of Article 12 on June Town Meeting Ballot, now separating Assessing Budget from Code Enforcement Budget with the Assessing Budget still at \$21,400	\$31,975	Yes	Yes
#3	General Government for Code Enforcement/Plumbing Inspector/Building Inspector/Building Inspector	Shall the Town vote to raise and appropriate \$28,746 for the General Government for the Code Enforcement/Plumbing Inspector/Building Inspector budget category?	Was part of Article 12 on June Town Meeting Ballot, now separating Assessing Budget from Code Enforcement Budget with the Codes Budget increased by \$7,000 to meet current Codes demand.	\$21,745	Yes	Yes
#4	Capital Improvements for Equipment	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?	Was part of Article 26 on June Town Meeting Ballot. For a new mower which consist of a \$4,000 down payment plus the first of three yearly lease payments of \$3,200 per year.	\$4,000	Yes	Yes
#5	Capital Improvements for Maranacook Dam	Shall the Town vote to appropriate \$8,000 for the Capital Improvements for the Maranacook Dam budget category using carry forward funds with any unexpended balance to be carried forward?	Was part of Article 26 on June Town Meeting Ballot. No new tax dollars. Asking permission to use the \$8,000 carried forward from previous years left over budget.	\$13,500	Yes	Yes
#6	Capital Improvements for Maranacook Dam	Shall the Town vote to raise and appropriate \$20,000 for the Capital Improvements for the Maranacook Dam budget category with any unexpended balance to be carried forward?	Was part of Article 26 on June Town Meeting Ballot. This is all new money that needs to be raised and appropriated for improvements to the Maranacook Dam.	Total for the Capital Imp. Mar. Dam amount above	Yes	Yes
#7	Overdrafts	Shall the Town vote to appropriate funds not to exceed \$7,000 to cover Overdrafts from the Unassigned Fund Balance?	Was Article 40 on June Town Meeting Ballot. Unaudited at this time is \$238.00. Asking for upto \$7,000 to cover any unexpected overdrafts if additional overdrafts are discovered during the auditing process.	Approved at the 2014 Town Meeting open ended	Yes	Yes



TOWN OF READFIELD

8 OLD KENTS HILL ROAD • READFIELD, MAINE 04355
Tel. (207) 685-4939 • Fax (207) 685-3420

Special Town Meeting Secret Ballot Warrant September 1, 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 1st day of September, 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 7 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 \$28,746 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 appropriate \$8,000 for the Capital Improvements for the Maranacook Dam budget category using carry forward funds with any unexpended balance to be carried forward?

Article 6: Shall the Town vote to raise and appropriate \$20,000 for the Capital Improvements for the Maranacook Dam budget category with any unexpended balance to be carried forward?

Article 7: Shall the Town vote to appropriate funds not to exceed \$7,000 to cover Overdrafts from the Unassigned Fund Balance?

Voted & Approved:
_____, 2015

Bruce Bourgoine

Allen Curtis

Thomas Dunham

Valarie Pomerleau

Christine Sammons

A true copy of the warrant,

Attest: _____
Robin L. Lint, Clerk of the Town of Readfield

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

Select Board recommends: Yes
Budget Committee recommends: Yes

☐ YES

☐ NO

Article 3: Shall the Town vote to raise and appropriate \$28,746 for the General Government for the Code Enforcement/Plumbing Inspector/Building Inspector budget category?

Select Board recommends: Yes
Budget Committee recommends: Yes

☐ 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: Yes
Budget Committee recommends: Yes

☐ YES

☐ NO

Article 5: Shall the Town vote to appropriate \$8,000 for the Capital Improvements for the Maranacook Dam budget category using carry forward funds with any unexpended balance to be carried forward?

Select Board recommends: Yes
Budget Committee recommends: Yes

☐ YES

☐ NO

Article 6: Shall the Town vote to raise and appropriate \$20,000 for the Capital Improvements for the Maranacook Dam budget category with any unexpended balance to be carried forward?

Select Board recommends: Yes
Budget Committee recommends: Yes

☐ YES

☐ NO

Article 7: Shall the Town vote to appropriate funds not to exceed \$7,000 to cover Overdrafts from the Unassigned Fund Balance?

Select Board recommends: Yes
Budget Committee recommends: Yes

☐ YES

☐ NO

1. Minutes

July 13, 15 & 20, 2015

Town of Readfield – SELECT BOARD

MINUTES

07/13/2015

6:32 PM

TOWN OFFICE

MEMBERS PRESENT	Valarie Pomerleau, Allen Curtis, Thomas Dunham, Bruce Bourgoine, Christine Sammons
MEMBERS ABSENT	
MEETING TYPE	SELECT BOARD MEETING
NOTE TAKER	Tina L. Cagle
ATTENDEES	Town Manager, Teresa Shaw, Ann Keilty, Gary Keilty, Sue Reay, Roland Cote, John Parent, Martin Hanish, Shelly Gerstein, Bill Harris, Milt Wright, Grace Keene, Pam Osborn

Agenda topics

#1 MINUTES 06/29/2015	
DISCUSSION	1)
MOTION	Motion by Selectperson Curtis to approve the amended minutes of 06/29/2015.
SECOND	Second by Selectperson Dunham
PASS/FAIL	Motion passes: 3-0-2 (Bourgoine/Sammons)
#2 WARRANT #1 & 2 REVIEW	
DISCUSSION	1) Review of warrant.
MOTION	Motion by Selectperson Curtis to approve Warrant #1 & 2 in the amount of \$342,194.67.
SECOND	Second by Selectperson Dunham
PASS/FAIL	Motion passes: 5-0
#3 ANNUAL OFFICE AND DUTY ASSIGNMENTS	
DISCUSSION	1) Discussion among members.
MOTION	Motion by Selectperson Curtis to nominate Selectperson Pomerleau for Chairman of the Select Board.
SECOND	Second by Selectperson Dunham.
MOTION	Motion by Selectperson Sammons to nominate Selectperson Bourgoine for Chairman of the Select Board.
SECOND	Second by Selectperson Pomerleau.
DISCUSSION	1) Discussion among members.
PASS/FAIL	Motion passes on the original motion to nominate Selectperson Pomerleau as Chairman of the Select Board, 3-2
PASS/FAIL	Motion fails on the second motion to nominate Selectperson Bourgoine as Chairman of the Select Board. 2-3
MOTION	Motion by Chairperson Pomerleau to nominate Selectperson Dunham as Vice Chairman of the Select Board.
MOTION	Motion by Selectperson Sammons to nominate Selectperson Bourgoine as Vice Chairman of the Select Board.
DISCUSSION	2) Discussion among members.
PASS/FAIL	Motion passes on the original motion to nominate Selectperson Dunham as Vice Chairman of the Select Board. 3-2
PASS/FAIL	Motion fails on the second motion to nominate Selectperson Bourgoine as Vice Chairman of the Select Board. 2-3
MOTION	Motion by Selectperson Curtis to nominate Selectperson Curtis as Assessor.
PASS/FAIL	Motion passes: 5-0
MOTION	Motion by Selectperson Curtis to nominate Chairperson Pomerleau as Assessor.
PASS/FAIL	Motion passes: 5-0
MOTION	Motion by Selectperson Bourgoine to nominate Selectperson Sammons as Assessor.
PASS/FAIL	Motion passes: 5-0
MOTION	Motion by Selectperson Curtis to nominate Selectperson Bourgoine as the representative to KVCOG.
PASS/FAIL	Motion passes: 5-0
MOTION	Motion by Selectperson Bourgoine to nominate Selectperson Dunham to the Solid Waste & Recycling Committee.
PASS/FAIL	Motion passes: 5-0
MOTION	Motion by Chairperson Pomerleau to nominate Selectperson Curtis to be the Time Keeper.
PASS/FAIL	Motion passes: 5-0

MOTION	Motion by Selectperson Curtis to nominate Selectperson Sammons as the Note Taker.
PASS/FAIL	Motion passes: 5-0
DISCUSSION	Select Board members to review the warrant: Qtr 1- Selectperson Curtis -- Qtr 2 - Selectperson Sammons -- Qtr 3 - Selectperson Dunham -- Qtr 4 - Selectperson Bourgoine.
DISCUSSION	Selecting the Liaisons will be on the next Board Agenda.
#4 SELECT BOARD COMMUNICATIONS	
DISCUSSION	<ol style="list-style-type: none"> 1) Selectperson Curtis informed the Board that he has received concerns from residents regarding road sand being dumped in certain areas. 2) Road Salt is considered Hazardous Waste. 3) The issue of the sand was resolved by the town manager. 4) Selectperson Bourgoine was delighted to be able to watch the Select Board meetings via You Tube through the town website. 5) The Select Board thanked Mr. Starrett for the new video setup. 6) There will be a bid opening on 7/16/15 at 3 pm.
MOTION	
SECOND	
PASS/FAIL	
#5 TOWN MANAGER	
DISCUSSION	1) CMP Pole Permit at Mill Stream to upgrade the system.
MOTION	Motion by Selectperson Dunham to approve the CMP Pole Permit application.
SECOND	Second by Chairperson Pomerleau.
PASS/FAIL	Motion passes: 5-0
DISCUSSION	The Town Manager may offer the candidate for the counter position no more than the budget allows.
#6 BOARDS & COMMITTEES	
DISCUSSION	<ol style="list-style-type: none"> 1) Thank you all for your minutes! 2) Solid Waste & Recycling Committee has found that the demolition fees are nowhere near covering the cost to dispose. 3) Several solutions are being discussed to help defer costs. 4) Pass out flyers regarding Solid Waste & Recycling at the time of vehicle registrations. 5) There needs to be a Transfer Station Attendant List of Duties. 6) New signs are being ordered to install at the Transfer Station to replace all signs currently posted. 7) The Swap Shop will be closed for a few weeks due to John Parkers passing. 8) The currently paved areas of the Transfer Station need to be repaired.
MOTION	
SECOND	
PASS/FAIL	
#7 APPOINTMENTS	
DISCUSSION	1)
MOTION	Motion by Selectperson Curtis to accept the application for Mr. Martin Hanish to the Conservation Commission and as a representative for KVCOG for the term 07/01/2015 – 06/30/2016.
SECOND	Second by Chairperson Pomerleau.
PASS/FAIL	Motion passes: 5-0
MOTION	Motion by Selectperson Bourgoine to accept the application for Mr. Greg Durgin to the Conservation Commission and the Trails Committee the term 07/01/2015 – 06/30/2016.
SECOND	Second by Chairperson Pomerleau.
PASS/FAIL	Motion passes: 5-0
#8 REAPPOINTMENTS	
DISCUSSION	1)
MOTION	Motion by Selectperson Curtis to accept the reappointment of Jay Hyland to the Planning Board.
SECOND	Second by Chairperson Pomerleau.
PASS/FAIL	Motion passes: 5-0
MOTION	Motion by Selectperson Bourgoine to accept the reappointment of Robert Mohlar to the Conservation Commission.
SECOND	Second by Selectperson Sammons.
PASS/FAIL	Motion passes: 5-0
#9 RESIGNATION	

DISCUSSION	1)
MOTION	Motion by Selectperson Bourgoine to regretfully accept the resignation of Barbara Bright from the Road Committee.
SECOND	Second by Selectperson Dunham.
PASS/FAIL	Motion passes: 5-0

#10 TOWN MEETING – SECRET BALLOT

DISCUSSION	1) Discuss the time frame for the upcoming Special Town Meeting.
MOTION	
SECOND	
PASS/FAIL	

#11 TOWN MANAGER QUESTIONS

DISCUSSION	1) Discuss the questions and who will ask them during the interview. 2) Selectman Bourgoine would like them to be handed out to the candidate ahead of the interview. 3) Selectman Curtis likes to view the expressions when a question is asked. 4) The Board will hold a workshop after the Budget Meeting on Wednesday 7/15/15.
MOTION	
SECOND	
PASS/FAIL	

#12 TOWN MANAGER APPLICANTS

DISCUSSION	1) Notification should be sent to the applicants acknowledging the receipt of their resume. 2) Applications will be opened after the Budget Meeting on Wednesday 7/15/2015 in executive session.
MOTION	
SECOND	
PASS/FAIL	

#13 TRAIL NAMING

DISCUSSION	1) The Trails Committee came up with the name "Mill Stream Pathway" 2) The Board will hold a Public Hearing on 7/27/2015 on the naming. 3) The Trails Committee needs to fill out the proper form and create alternate names to be discussed at the public hearing.
MOTION	
SECOND	
PASS/FAIL	

#14 OTHER

DISCUSSION	1)
MOTION	Motion by Selectperson Bourgoine to accept the Maine Municipal Association nominations for Board Officers.
SECOND	Second by Chairperson Pomerleau.
PASS/FAIL	Motion passes: 5-0
MOTION	Motion by Selectperson Curtis to allow the Town Manager to sign the nomination form.
SECOND	Second by Chairperson Bourgoine.
PASS/FAIL	Motion passes: 5-0

#15 POLICIES

DISCUSSION	1)
MOTION	Motion by Selectperson Curtis to accept the Policy on Treasurer's Disbursement Warrant for Employees wages and Benefits.
SECOND	Second by Chairperson Pomerleau.
PASS/FAIL	Motion passes: 5-0
MOTION	Motion by Selectperson Dunham to accept the Policy on Treasurer's Disbursement Warrant for State Fees.
SECOND	Second by Selectperson Sammons.
PASS/FAIL	Motion passes: 5-0

#16 PUBLIC COMMUNICATIONS

DISCUSSION	1) None
MOTION	
SECOND	

Adjourn: 8:38 pm

DRAFT

Town of Readfield
Select Board Minutes
July 15, 2015

Call the meeting to order: 5:01PM

Discussion on the process of opening of the applications for Town Manager.

Motion to go into executive session MRSA 1§ 405 (6)(A) To review application for Town Manager and invite the Interim Town Manager to join.

Motion: V. Pomerleau Seconded B. Bourgoine Vote: 5/0 5:07PM

Motion to come out of executive session

Motion: V Pomerleau Seconded: C. Sammons Vote 5/0 5:55PM

Motion to have Interim Town Manager make copies of the applications and place them in Select Board mailboxes.

Motion: V. Pomerleau Seconded: B. Bourgoine Vote: 5/0

V. Pomerleau asked Interim Town Manager Shaw to contact an applicant to see they are still interested.

V. Pomerleau asked Interim Town Manager Shaw to post an executive session meeting for July 20, 2015 at 5:00 PM to review to the Town Manager applications MRSA 1 405 (6) (A) and also Labor negotiations MSRA 1 405 (6) (D?)

Meeting with the Budget Committee

A lengthy discussion transpired between both boards on how they felt the process should proceed.

Discussion on the whether to keep Assessing and CEO article together or separate them. T. Dunham felt they should be separated because to really don't know why people voted the way they did.

Discussion on the Capital Improvement article was had as well on how to present it to the residents or even if it should be presented again. This article includes a new riding lawn mower for \$7,200 and \$28,000 for the Maranacook Dam Association to adjust the dam to work better for the water levels on Maranacook Lake. Wendy Dennis, Laurence Perkins and Shelly Gerstein also took part in the conversation.

Interim Town Manager was asked to ask MMA legal and the auditor to what could be done about the \$8,000. That had been raised in previous years for the Maranacook Dam Association. Could it be used without being put on a warrant, but to also explain the people voted no on the warrant article.

Discussion on the overdraft article was also had. John Perry thought \$7,000 would be a good number to use just in case some expenses paid in this fiscal year needed to be applied to last fiscal year where they were incurred. Some of the Select Board felt this was too large a number due to the fact the only current visible overdraft is in the debt service category in the amount of \$239.??.

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

Budget Committee voted: 4/0 and Select Board voted: 5/0

Article 3. Shall the Town vote to raise and appropriate \$28,746 for the General Government Code Enforcement /Plumbing Inspector/Building Inspector budget category?

Budget Committee voted: 4/0 and Select Board voted: 5/0

Article 4. Shall the Town vote to raise and appropriate \$7,200 for Capital Improvements for the **Equipment** budget category?

Budget Committee voted: 4/0 and Select Board voted: 5/0

Article 5. Shall the Town vote to appropriate \$8,000.00 for the Capital Improvement for the **Maranacook Dam** budget category using carry forward funds with any unexpended balance to be carried forward?

Budget Committee voted: 4/0 and Select Board voted: 5/0

Article 6. Shall the Town vote to raise and appropriate \$20,000.00 for the Capital Improvement for the **Maranacook Dam** budget category with any unexpended balance to be carried forward?

Budget Committee voted: 4/0 and Select Board voted: 5/0

Article 7. Shall the Town vote to appropriate funds not to exceed \$7,000 to cover all **Overdrafts** from the Unassigned Fund Balance?

Budget Committee voted: 4/0 and Select Board voted: 4/1 T. Dunham against

A TIME LINE WAS SET.....

July 27, 2015 Prior to the Regular Select Board Meeting - Informational Meeting

Select Board sign the warrant and return to the Town Clerk on July 28th.

July 31, 2015 Absentee ballots available for the voters.

August 10, 2015 @ 6:15 PM - Prior to the Regular Select Board Meeting - Public Hearing

September 1, 2015 Voting second floor of the Town Office 8AM to 8PM

Wendy Dennis asked if a contract could be signed by the Town Manager, with a statement in the contract "pending voters approval"

Adjourn 8:42PM

Town of Readfield
Select Board Meeting Minutes
July 20, 2015

Select Board present: V. Pomerleau, T. Dunham, B. Bourgoine, A. Curtis and C Sammons
Staff present: T. Shaw, Interim Town Manager

V. Pomerleau called the meeting to order. 5:08PM

Motion to go into Executive Session - MRSA 1 405 (6)(A) Personnel Matters

To look at Town Manager Applications and to invite the Interim Town Manager to join them.

Motion: V. Pomerleau Seconded: T Dunham Vote: 5/0 5:08 PM

Motion by V. Pomerleau to come out of executive session. 6:16PM

Motion to have V. Pomerleau to contact two of the applicants for an interview.

Motion: B. Bourgoine Seconded: T. Dunham Vote: 5/0

It was decided between July 28-31 at 6:00PM would be a convenient time to do the interviews and the Select Board would meet at 5:00PM to discuss the interview process.

Motion to have T. Shaw repost the job opening for a Town Manager on the Maine Municipal website and the Town's website, this time removing full or part time and will run until filled.

Motion: C. Sammons Seconded: T. Dunham Vote: 5/0

Motion to send applicants a thank you for their applications.

Motion: B. Bourgoine Seconded: T. Dunham Vote: 5/0

V. Pomerleau asked A. Curtis if he would be willing to send the Thank you notes. A. Curtis said he would. T. Dunham asked if he could get a copy prior to the notes being sent. He expressed since they were coming from the board he would like to review.

B. Bourgoine and A. Curtis both stated they would be on vacation the first week in August.

Motion by V. Pomerleau to go into Executive Session - MRSA 1 405 (6)(D) Labor Negotiations

To discuss union negotiations

Motion : V. Pomerleau Seconded: C. Sammons Vote: 5/0 6:21 PM

Motion to come out of Executive Session. 8:11 PM

Adjourn 8:13PM

2. Warrants 3&4

3. Select Board Communications

4. Town Manager

5. Boards & Committees

READFIELD LIBRARY BOARD MEETING

June 3, 2015

The Meeting was called to order at 6:45 by Chair, Deb Peale. All Trustees were present: Brenda Lake, Pam Mitchell, Lori Clark, Cricket Blouin, Beverly Monsulick, Jan Tarbuck, Donna Witherill, Betty Peterson, Librarian Nancy O'Toole Meservier, and Select Board Representative Valerie Pomerleau.

Secretary's Report: The minutes of the May meeting were accepted as read.

Treasurer's Report: The May Treasurer's report was given and accepted as read.

Librarian's Report:

- Weeding the Adult Fiction/Mysteries has been completed. Picture books will be weeded over the summer.
- Apple Valley Books donations are being sorted and processed.
- Summer Reading Program - Kick Off Party is on Wednesday, June 17 at 6:30. Nancy has been advertising this event. Assignments for the event were given out.
- Summer Reading - Children's hour with story times and activities will be held on Thursdays at 10:30, starting on June 18. Anyone interested in doing a Children's hour should contact Nancy.
- Summer Reading - Hometown Hero Board. Lori has donated a digital camera. Nancy or Trustees will take pictures and they will be on a board in the Library. We will add to it as needed.
- Summer Hours - The Library will be open extra hours again this summer from the week of June 22 through the week of August 24. The extra hours will be Monday from 4 to 6 and Thursdays from 12 to 2. Therefore Monday library hours will be from 4 to 8 and Thursdays will be from 10 to 2.

Old Business:

- New table for the library will be purchased on June 11.
- Deb contacted the High School about having a non-voting representative on our board. There is no interest at this time. Will check again in the fall.
- Deb Peale, Beverly Monsulick and Janet Tarbuck have all been reappointed to the board.

New Business:

- The Library Board Slate of officers for the coming year (June 2015 through June 2016) consisting of Deb Peale, Chairperson; Brenda Lake, Vice Chair; Betty Peterson and Pam Mitchell, Co- Secretaries; Beverly Monsulick, Treasurer was voted on and approved.
- Summer book sale is scheduled for August 8 from 9 to 1. More will be discussed at our July meeting.
- Next meeting will be held on July 8 at 6:45 at the Library.
- Meeting adjourned at 8:00 p.m.

Respectfully submitted,
Betty Peterson, Secretary

Town of Readfield
Road Committee Meeting
July 16, 2015

Members present: Larry Perkins, Lenny Reay, John Stanley, John Parent

Members Absent: Greg Leimbach

Others present: Teresa Shaw (Interim Town Manager), Mark Birtwell (Maintenance), Allen Curtis (Select Board)

1. Call to order: 5:25PM
2. Election of Chairperson and Vice Chair

Chairperson - Nomination for **Greg Leimbach** by Larry Perkins, Seconded: John Parent
Vote: 4/0

Vice Chairperson –Nomination for Larry Perkins by John Parent, Seconded: John Stanley
Vote 4/0

3. Concrete Box Culvert Old Kents Hill Road – One bid was received. Callahan Construction - \$32,410.00

A discussion of putting together a list of contractors who do this work and putting it back out to bid. Members thought the Callahan bid could be a very good bid but was uncomfortable awarding where we only received one.

Motion to recommend to the Select Board to decline current bid and put back out to bid either in the fall or spring.

Motion: John Parent Seconded: John Stanley Vote: 4/0

4. Teresa presented an email she had received earlier in the day from Grace Keene reference the Helen Watts report on the cemetery walls.

A discussion was had about the Case and Readfield Corner cemetery walls.

It was decided they would postpone discussion until after they had a chance to look at it during a rainstorm.

5. John Parent brought up an idea to remind the Select Board this is the last year on the Snow Plow Contract and did they want the road committee to look through it as they had done in the past.
6. Lenny Reay brought up the Beaver Dam Rd Water spreader has never been cleaned and it should be.
7. Larry Perkins brought up the catch basins one Old Kents Hill Road by the former Smart residents and one on Tallwood Road by McPhedran residents.

The Smarts paid to put in an underground drain in by their home vs. culvert. Larry thought it should be checked.

Mark said he would check on the water spreader and the catch basins.

Adjourn 6PM

*Cemetery Committee Meeting
June 8, 2015
Approved: July 13, 2015*

Members Present: Grace Keene, Sandra Rourke, Brenda Lake, Pam Osborn, John Moran, Deb Doten
Members Excused: Lydia Adelson, Marianne Perry, Lorraine Wagner
Staff: Karen Peterson
Select Board Liaison: Absent

The Cemetery Committee Meeting came to order at 9:30 am at the Readfield Town Office.

Minutes of the May 5, 2015 were approved with a minor edit to a meeting date.

Engineering Report for Stone Wall Repair at the Case Rd and Readfield Corner Cemeteries

The report from Helen Watt's PE was reviewed. The work for the Case Rd. Cemetery will require materials from a company such as Gagne and Son, and a week's worth of time from a experienced stone mason crew.

The Readfield Corner Cemetery stone walls require a change in road drainage from the Church Rd. to prevent further damage to the already significant repairs that are now required. Also recommended was seeding the vaults with a "green roof" of perennial plants to prevent future damage.

At this time, the disrepair of the stone walls are not a danger to the public.

Action Steps:

1. Grace Keene will send the following recommendation to the Select Board:
Have a joint meeting with the Road Committee to discuss the drainage from the road causing damage to the cemetery walls. This recommendation should include an emphatic statement that the road design caused the problem.
2. Karen Peterson will check into materials and consultants for the Case Rd. stone wall repair.
3. Karen Peterson will look into the process for seeding the vaults.

Other Cemetery Updates:

Dudley Plains Rd. fence was significantly damaged by snow plowing this past winter. The repairs are complete. There are sections of the fence that will need to be re-painted.

The living fence project is underway. Eva Smith would like to make a donation. Karen Peterson and Marianne Perry recommend that DR Struck do the work on the living fence. Pam Osborne made a motion to approve this recommendation. John Moran seconded. The recommendation was approved 6-0.

The meeting adjourned at 10:00 am. Members of the committee joined Libby Doakes at the East Readfield Cemetery to have a workshop on stone cleaning.

Next Meeting: July 13 at 9:00 am at the Readfield Town Office

6. Appointments

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?

Recreation Board

Name: Jada Clark

Phone (H): 685-9716

Street address: 1413 Main st.

Phone (C): 423-2842

Mailing address: PO Box 332 Readfield

E-Mail: jclarkworks1@icloud.com

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

played sports all my life and both
my kids will play also.

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

Love sports!

If you are currently employed, what is your position?

RN - PSU 38

Name:

Jada Clark

Position

Recreation Board

Term:

3 yr.
3 year

CLERK'S USE BEFORE THE APPOINTMENT

Open position

Recreation Bnd

Term:

7-29-15-6-30-2018

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

Jada Clark

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

being a position on the

Recreation Board

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:

7-29-15

thru

6-30-18

Given under our hand this

, day of

, 2015.

Bruce Bourgoine

Allen Curtis

Thomas Dunham

Valarie Pomerleau

Christine Sammons

7. Board Liaisons to Committees

Current Select Board Liaisons

As of July 22, 2015

Boards that are advisory boards with Liaisons

Appointment Policy Adhoc Com.: Ms. Pomerleau and Mr. Dunham

Athletic Field Com.: ~~Mr. Durgin~~

Cemetery Board: ~~Mrs. Reay~~

Road Committee: Mr. Curtis

Solid Waste and Recycling Com.: Mr. Dunham

Boards that are advisory boards without Liaisons

Budget Committee:

Conservation Commission:

Heritage Days Committee:

Library Building Committee:

Trails Committee: Mrs. Sammons is a current member

Boards that make their own decisions (non advisory boards)

Appeals Board:

Library Board of Trustees: Ms. Pomerleau

Recreation Association:

Planning Board:

Readfield Select Board Liaison Policy

The Readfield Select Board may appoint a select board member or a community resident as a liaison to any standing or ad hoc committee at the board's discretion. The appointments shall be made on a yearly basis at the first meeting of the Select Board in July. For any ad hoc committee formed throughout the year, the Readfield Select Board may appoint a select board member or a community member as a liaison.

Overview

The role of the liaison is to provide understanding of the purpose, goal(s), and objective(s) of the committee. Since the role is designed to be advisory in nature, the liaison is not appointed or expected to be a voting member of the committee.

Opening Channels of Communication

- Attend committee meetings per our appointments and procedures policy
- Contact the committee chair through email, phone calls, or other means
- Report committee activities to the select board as needed
- Provide feedback to the committee from the select board

Support for the Committee's Administrative Duties

- Assist the committee by reviewing the purpose, goal(s) and objective(s) as needed
- Assist the committee by reviewing any appropriate budget
- Assist the committee in an appropriate manner in contacting either town departments, personnel, or other committees when needed

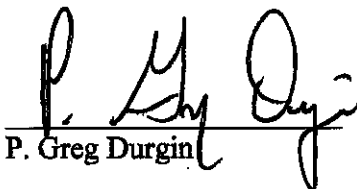
Approved by the Readfield Select Board on September 22, 2014



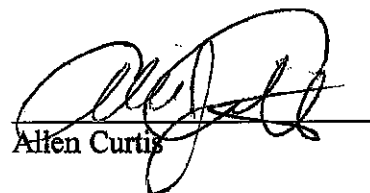
Sue Reay, Chair



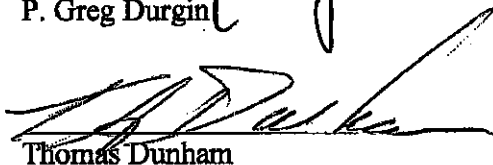
Valarie Pomerleau, Vice Chair



P. Greg Durgin



Allen Curtis



Thomas Dunham

8. Resignation

July 9, 2015

Please accept my resignation from the Cemetery Committee
effective today.

Lorraine H. Wagner

Lorraine Wagner

9. Concrete Box Culvert Repair

Readfield Concrete Box Culvert Repair Proposal Form:

Proposer's name: Callahan Construction

Address of business: 638 Riverside Drive, Augusta Me, 04330

Names of principals: Peter Callahan

Base bid for:

- Old Kents Hill Road Concrete Box Culvert : \$32,410.00

Addenda receipt acknowledgement: NONE

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:  7/16/13

CALLAHAN CONSTRUCTION

Peter Callahan

Excavation - Concrete - Snow Removal

638 Riverside Drive Augusta, ME 04330

PROPOSAL and CONTRACT

Callahan Construction

Date:

TO:

Town Roadfield
8 Old Kents Hill Rd
Roadfield, Me 04355

Phone #

685-9939

Job Location

Callahan Construction will furnish all materials and perform all labor necessary to complete the following:

Supply all labor + material to repair box Culvert on old Kent Hill Road, road to be closed during work - open to local Traffic only. - Construct Platform over running water to catch falling debris + stop on during construction on both sides of the road. Cut + remove large tree on up side of stream. Supply + install erosion silk fence where needed. Jack hammer, cut + remove deteriorated concrete, perform PH test as needed to reach solid concrete. Clean all debris from site, drill + pin #4 rebar to concrete using A7 epoxy grout. Tie rebar to form 16" grid pattern apply duralox handling agent as directed. Construct forms to form straight walls providing 3" coverage over all rebar. Excavate to the edge of the asphalt on both sides of the road, construct ceiling forms + face wall forms at top of box Culvert + pour concrete, remove all forms after seven days + after 28 days apply Certi-vex Pensal 244-100% penetrating Sealant to all area of repair. Clean site / reshape riprap + add more to downstream side.

All of the above work to be completed in a substantial and workmanlike manner according to standard practices for the sum of

thirty two thousand four hundred ten and ⁰⁰/₁₀₀ Dollars \$ 32,410.00

Progress payments to be made:

As Per Contract

Any alteration or deviation from the above specifications involving extra cost of material or labor will only be executed upon written orders for same, and will become an extra charge over the sum mentioned in this contract. All agreements must be made in writing.

Respectfully submitted by: Scott Higgins

ACCEPTANCE

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which you agree to pay the amount mentioned in said proposal and according to the terms thereof.

Accepted

Date

You the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction.

NOTICE TO OWNER

All material is guaranteed to be as specified, and the above work was performed in accordance with the specifications provided above and work was completed in a substantial workmanlike time and manner.

10. Summer Residents Meeting

11. Other

**Readfield & Wayne Transfer Station
Commercial Haulers Annual Permit Application 2015**

Company Name: Troiano Waste services D/B/A Worthing's Waste Systems
Owner/Representative: Bill Worthing Tel. # 207-767-2070
Mailing Address: P O Box 3541 Portland Me 04104
Street Address, if different: 10 Filmlike Way South Portland Me 04106

As outlined in the, "Readfield & Wayne Transfer Station Operational Manual", all commercial haulers must have a permit in order to use the facility to deposit *commercially hauled refuse and recyclable materials generated within the towns of Readfield and Wayne*. The permit will be renewed annually. If at the set date and time of the annual renewal hearing an application is not complete, then that commercial hauler will lose their right to use the facility. The Readfield Select Board has the right to review any and all permits at any time.

PLEASE COMPLETE THE FOLLOWING APPLICATION FOR JANUARY 1, 2015 THRU DECEMBER 31, 2015. CALL 685-4939 IF YOU HAVE ANY QUESTIONS, THANK YOU.

(OFFICE USE ONLY)

- 1.) A fee of \$75 was paid on 7/9/15 date, and collected by Marilynn.
- 2.) A certificate of vehicle liability insurance, showing a minimum of \$400,000 coverage, that allows the vehicle to be used as a commercial hauler is attached and was received on, _____.
- 3.) A recycling plan, WHICH IS PART OF THIS APPLICATION, was completed and submitted with this application. The plan was received on, 7/9/15.
- 4.) A list of customers in Readfield and Wayne including names and addresses was reviewed by the Town Manager on 7/10/15.

(TO BE FILLED OUT BY APPLICANT)

Number 2-B to be completed in JULY if needed.

- 1.) A list of vehicles you will use to haul materials to the Transfer Station.

	MAKE	Model	YEAR	PLATE #
1.1	<u>Sterling</u>	<u>Acterra</u>	<u>08</u>	<u>602425</u>
1.2				
1.3				

2-A.) As of January 1, 2015 we will service # _____ year round customers, # _____ Summer customers, and # 11 commercial customers.

RECEIVED 9:55 AM

JUL 10 2015

12. Public

Communications