

**Readfield Select Board
Meeting Agendas
June 12, 2017, Readfield Town Office**

Select Board Meeting starts: 6:00 PM
Meeting ends (unless extended): 8:25 PM

Executive Session - 30 minutes

To have the Select Board hold an executive session to discuss labor negotiation matters pursuant to 1 MRSA, Section 405, subsection 6(D).

Pledge of Allegiance

Regular Meeting - 5 minutes

- 17-194 - Minutes: Select Board meeting minutes of May 30, 2017.
- 17-195 - Warrants: #52 & #53.

Appointments, Reappointments, and Resignations - 15 minutes

- 17-196 - Appoint a Warden for the June 12th Town Meeting secret ballot referendum vote
- 17-197 - Appoint William Gagne Holmes to the Board of Appeals
- 17-198 - Appoint Nelson Peterson to the Parks Commission
- 17-199 - Appoint Jeremy Greenman to the Recreation Association Board of Trustees
- 17-200 - Reappoint Clifford Buuck to the Board of Appeals
- 17-201 - Reappoint Martin Hanish to the Budget Committee
- 17-202 - Reappoint Karen Peterson to the Cemetery Committee
- 17-203 - Reappoint Martin Hanish to the KVCOG Board of Directors
- 17-204 - Reappoint Brenda Lake and Pamela Mitchell to the Library Board of Trustees
- 17-205 - Reappoint Shelly Gerstein to the Maranacook Lake Dam Committee (alternate)
- 17-206 - Reappoint Hannah Flannery, Amanda Hreben, and Mark Hreben to the Recreation Board
- 17-207 - Reappoint Roland Cote to the Road Committee
- 17-208 - Appointment of Municipal Officials

Communications - 55 minutes

Select Board communications. - 10 minutes

Town Manager's Report - 5 minutes

Treasurer's Report - 5 minutes

Boards, Committees, Commissions & Departments - 25 minutes

- Recreation Board minutes of January 25, March 22, and May 18, 2017
- Conservation Commission minutes of March 20 and April 11, 2017
- Age Friendly Community Committee minutes of April 5, 2017
- Library Board of Trustees minutes of April 5, 2017
- Heritage Days Committee minutes of May 4, May 11, and May 24, 2017
- Friends of the Cobbossee Watershed presentation

Public Communication - Members of the public may address the Select Board. - 10 minutes

Unfinished Business - 10 minutes

- 17-193 - Town Manager review process - 10 minutes

New Business - 25 minutes

- 17-209 - Spirit of America Awards - 5 minutes
- 17-210 - Troiano shingle hauling contract - 5 minutes
- 17-211 - CPR shingle disposal contract - 5 minutes
- 17-212 - Quit Claim Deed for Map 141, Lot 24, issued to Brett Roberts - 5 minutes
- 17-213 - Consider language for a "Circa" sign for the Asa Gile Hall - 5 minutes

Future Agenda Items - 5 minutes

Adjournment

June 12, 2017 Select Board Meeting

Future Agenda Items - Proposed DRAFT

June & July - Potential Meeting / Workshop Items

Age Friendly Community Presentation - 40 minutes

New Select Board member orientation

Select Board organizational items (election of Chair & Vice Chair, designation of liaisons, etc.)

Select Board retreat - Workshop (planning in July for August event)

Volunteer appreciation / ballfield dedication event (Saturday, July 22nd, 4:00pm at the Fairgrounds)

Potential Future Meeting / Workshop Items:

Appeals process and appeals matrix review

Conflict of Interest Ordinance review

Contingency Policy discussion

County Commissioner / County Sheriff meeting

Investment strategies

Marijuana regulation discussion

Parking, signage, and access at the Fairgrounds

Personal Property Taxes

Plastic recycling

Procedures for Appointment and Reappointment review

Student engineering work at the Transfer Station

Summer Residents meeting

Town building review

Ongoing Goals:

Group 1

Review the need for and nature of governance documents:

(Current and proposed ordinances and policies, town charter, etc.)

Review Capital Improvement/Investment Program

Clarify the authority of boards, committees and commissions

Hold an annual Community Meeting with a pot-luck supper.

Group 2

Welcome business, and develop a plan to support the business environment in Readfield

Investigate the most efficient, long-term renewable energy investment and conservation

Name and dedicate ball field

Consider a Parks Commission

Obtain the status of, and create plans for town buildings, specifically the fire station, transfer station and library

Create activities for kids and adults

Understand and address issues of poverty

Create an action plan resulting from the age-friendly survey and report

Consider a Church Street sidewalk

EXECUTIVE SESSION

REGULAR MEETING

● **MINUTES**[#]17-194

● **WARRANTS**[#]17-195

Readfield Select Board
Regular Meeting Minutes – May 30, 2017 – *Unapproved*

Select Board Members Present: Bruce Bourgoine, Thomas Dunham, John Parent, Christine Sammons

Excused Absence: Kathryn Woodsum, Kristin Parks (Board Secretary)

Others Attending: Eric Dyer (Town Manager), William Starrett (Channel 7), Andrew Kahrl (ReVision Energy), Will Gagne Holmes, Deb Doten, Milton Wright

Executive Session

The Select Board is meeting in executive session without the Town Manager to discuss his 18 months review pursuant to 1 MRSA, Section 405, subsection 6(A).

- John Parent made the **motion** to go into executive session at 6:04 pm pursuant to 1 MRSA, Section 405, subsection 6(A) to discuss the Town Manager's 18 month review. It was **seconded** by Chris Sammons and **passed 4-0**. Executive session closed at 6:21 pm.

Regular Meeting

Mr. Bourgoine called the meeting to order at 6:30 pm followed by The Pledge of Allegiance.

Workshop

The Select Board is holding a workshop to discuss energy usage and investment and to hear a presentation from ReVision Energy.

- Mr. Parent introduced guest speaker Andrew Kahrl of ReVision Energy.
- **17-191 – Minutes: Select Board meeting minutes of May 15, 2017**
 - **Motion** made by Mrs. Sammons to approve the Select Board meeting minutes of May 15, 2017 as amended, **second** by Mr. Parent. **Vote 4-0** in favor.
- **17-192 – Warrants #50 & #51**
 - **Motion** made by Mr. Bourgoine to approve Warrants #50 & #51 in the amount of \$355,879.40, **second** by Mrs. Sammons. **Discussion:** Cushing Construction was for grading, Where's Your Sign was for Fire Department and RHR & Smith was for the audit. Final audit is in Town Manager office and Select Board will get copies. **Vote 4-0** in favor.

Communications

- **Select Board Communications**
 - Mr. Bourgoine received an email from Mrs. Woodsum about the ballfield dedication and the date of when the event will be held, possibility date of June 22, or a Saturday at the end of July (22). Date to be addressed in the Town Managers report coming up.
 - Mrs. Sammons mentioned that the library is holding a story hour on July 20 at 10:30 am, there will be a walk with the children on the trails incorporated with this event. This is the first family ordained event that Mrs. Sammons has scheduled.
 - Reminder that the Fireman's breakfast is this Saturday, June 3 from 7:00 to 9:00 am.
 - Election day is June 13 and absentee ballots are available at the Town Office.
- **Town Manager's Report**
 - Mr. Dyer went over his Town Managers report dated for May 30, 2017

Readfield Select Board
Regular Meeting Minutes – May 30, 2017 – *Unapproved*

- **Public Communications** - *Members of the public may address the Select Board on any topic*
 - None

New Business:

- **17-193 – Town Manager review process**
 - Mr. Bourgoine mentioned that this is the Town Managers 18 month review. The Select Board met in executive session before tonight meeting and will meet with the town manager in executive session after the meeting tonight and then Mr. Bourgoine will report at the next meeting.
 - **Motion** made by Mr. Bourgoine to adjourn the meeting at the end of the executive session, **Second** by Mrs. Sammons. **Vote** 4-0 in favor.

Executive Session

The Select Board is meeting with the Town Manager in executive session to discuss his 18 months review pursuant to 1 MRSA, Section 405, subsection 6(A).

- Mrs. Sammons made the **motion** pursuant to 1 MRSA, Section 405, subsection 6(A) to discuss with the Town Manager his 18 month review at 7:40 pm. **Seconded** by Mr. Parent and **passed 4-0**. Mr. Bourgoine will report at the next Select Board Meeting. Executive sessions ended at 8:00 pm.

Future Agenda Items:

- None

Motion made by Mrs. Sammons to adjourn the meeting at 8:01 pm, **second** by Mr. Parent. **Vote** 4-0 in favor.

APPOINTMENTS,
REAPPOINTMENTS, &
RESIGNATIONS

Minutes:

Age Friendly Committee	4-5-2017
Conservation Commission	03-20-17 & 04-11-2017
Heritage Days Committee	05-04-2017, 05-11-2017 & 05-24-2017
Library Board	04-05-2017
Recreation Committee	01-25-2017, 03-22-2017 & 05-18-2017

New Appointments:

Appeals Board	William Gagne Holmes - 6/30/19
Parks Adhoc Com.	Nelson Peterson - 6-30-18
Recreation Commission	Jeremy Greenman as of 6/30/2017 to 6/30/20

Re-Appointments:

Appeals Board	Clifford Buuck - 6-30-20
Budget Committee	Martin Hanish - 6-30-20
Cemetery Committee	Karen Peterson - 6-30-20
KVCOG Board	Martin Hanish - 6-30-18
Library Board	Brenda Lake & Pamela Mitchell both - 6-30-20
Maranacook Dam com. Alt.	Shelly Gerstein - 6-30-20
Recreation Board	Hannah Flannery, Amanda Hreben & Mark Hreben All for 6-30-20
Road Committee	Roland Cote - 6-30-20

Municipal Officials:

Warden for June 13 Election

Town Manager	Eric Dyer - 6-30-18
Tax Collector	" " "
Road Commissioner	" " "
Treasurer	" " "
Transfer Station Mgr.	" " "
Welfare Dir.	" " "
Fire Chief Confirmation of Appointment of Lee Mank	- 6-30-18

**CERTIFICATE OF APPOINTMENT and OATH
FOR THE TOWN OF READFIELD**

(TITLE 30-A, M.R.S.A. ss2602)

Readfield Select Board

June 12, 2017

Item # 17-196

Appointment by the Select Board

To _____ of Readfield, in the County of Kennebec and State of Maine: There being a vacancy in the
Person's name
position of **Warden** _____ the Select Board of the Municipality of Readfield do, in accordance with the
Position
provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such
appointment for **June 13, 2017**.

Given under our hands this **12th**, day of **June 2017**.

Select Board of Readfield

Bruce Bougoine

Christine Sammons

Thomas Dunham

Kathryn Mills Woodsum

John Parent

TOWN OATH

I, **Robin L. Lint** _____, hereby certify that _____ this day personally appeared before me and took
Clerk's name Person's name
the following oath:

I, _____ do swear, that I will support the Constitution of the United States and of the State, so long as I shall
Person's name
continue a citizen thereof.

I, _____ do swear, that I will faithfully discharge to the best of my abilities, the duties incumbent on me as
Person's name

_____ **Warden** _____ according to the Constitution and laws of the State.
Position

Appointees signature: _____ Date: _____

Before me, _____, Clerk of Readfield
Date: _____, Time: _____

STATE OF MAINE

County of Kennebec

_____, 2017

Personally appeared the above named _____ who has been duly appointed by the Select Board to the
person being sworn in
position of **Warden** _____ in said Municipality, and took the oath necessary to qualify him/her to discharge said duties for
Position
the term specified above according to law.

Before me, _____ Municipal Clerk
Robin L. Lint

TOWN OF READFIELD
APPOINTMENT APPLICATION

OFFICE USE
DATE RECEIVED
BY: <u>KMP 10-14-17</u>

The Select Board shall not discriminate against an applicant based on religion, age, sex, marital status, ancestry, national origin, sexual orientation or physical or mental disabilities. The Select Board may consider 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.

Readfield Select Board
June 12, 2017
Item # 17-197

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.

Which Board, Committee or Commission

are you applying for?

Board of Appeals

Term:

6-30-2019

Do you have previous experience on this board or committee?

☐

Yes

☒

No

Name: William Gagné Holmes

Phone (H): 207-458-2345

Street address: 111 P Ridge Rd.

Phone (C): 207-458-2345

Mailing address: Readfield, ME 04355

E-Mail: willbgh@gmail.com

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

My legal training and my job as a hearing officer give me experience
in administrative appeals.

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

I view such public service as necessary for a strong community.

If you are currently employed, what is your position?

Administrative hearing officer with Maine's Dept. of Labor.

APPLICATION FOR APPOINTMENT FOR:

Name:

William Gagne Holmes

Position:

Board of Appeals

Term:

6-30-19

"By signing this application for this position the Applicant understands and agrees that the information contained in this application is required by law to be available for public viewing and agrees to hold the Town of Readfield harmless from any misuse of the application information by anyone viewing it. As a member of this board, committee or commission

Check one!

☐

I approve the use of my e-mail and phone numbers on the Town's public sites and publications.

☒

I DO NOT approve the use of my e-mail and phone numbers on any of the Town's public sites or publications.

Name:

Will Gagne

Date:

May 5, 2017

CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment

☐

Yes

☒

No

Was this position advertised?

☒

Yes

☐

No

If no, please explain:

Confirmation from Applicant of attendance at Select Board Meeting if required.

☒

Yes

☐

No

Confirmed meeting date:

June 12, 2017

SELECT BOARD APPROVAL

To

William Gagne Holmes

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

being a position on the

Board of Appeals

we the Select Board of the Municipality

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

thru

6-30-2019

Given under our hand this

day of

20__.

Bruce Bourgoine

Thomas Dunham

John Parent

Christine Sammons

Kathryn Mills Woodsum

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:

TOWN OF READFIELD

APPOINTMENT APPLICATION

OFFICE USE
RECEIVED
DATE RECEIVED
By <u>KMP 11/14/17</u>

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

Readfield Select Board
June 12, 2017
Item # 17-198

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.

Which Board, Committee or Commission

are you applying for?

Parks & Recreation ad hoc

Term:

1 year
6-30-2018

Do you have previous experience on this board or committee?

☐

Yes

☒

No

Name: Nelson Peterson

Phone (H): 685-0185

Street address: 135 No. Wayne Rd.

Phone (C): _____

Mailing address: 135 No. Wayne Rd.

E-Mail: _____

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

I worked for Maine Dept of Conservation - I developed interest in landscapes and planning for a variety of schemes including recreation areas, lawns and garden arrangements and getting "right of way" approvals. I hope this committee will be supported by the Select Board & community groups.

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

My background I believe, will add to the thinking and planning for this new group which I believe

If you are currently employed, what is your position?

will add to the quality of life in our town

APPLICATION FOR APPOINTMENT FOR:

Name: Nelson Peterson Position: Parks & Recreation Term: 1 year

"By signing this application for this position the Applicant understands and agrees that the information contained in this application is required by law to be available for public viewing and agrees to hold the Town of Readfield harmless from any misuse of the application information by anyone viewing it. As a member of this board, committee or commission

Check one!

- ☐ I approve the use of my e-mail and phone numbers on the Town's public sites and publications.
- ☒ I DO NOT approve the use of my e-mail and phone numbers on any of the Town's public sites or publications.

Name: Nelson Peterson Date: 3/28/17

CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment ☒ Yes ☐ No

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

Confirmation from Applicant of attendance at Select Board Meeting if required. ☒ Yes ☐ No

Confirmed meeting date: June 12, 2017

SELECT BOARD APPROVAL

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

 thru 6-30-2018. Given under our hand this day of 20 .

Bruce Bourgoine

Thomas Dunham

John Parent

Christine Sammons

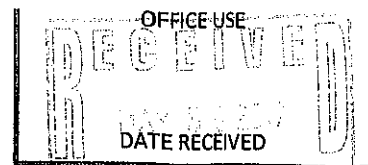
Kathryn Mills Woodsum

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:

TOWN OF READFIELD
APPOINTMENT APPLICATION



The Select Board shall not discriminate against an applicant based on religion, age, sex, marital ancestry, national origin, sexual orientation or physical or mental disabilities. The Select Board may consider 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.

Which Board, Committee or Commission

are you applying for?

REC

Term:

2026

Do you have previous experience on this board or committee?

☐

Yes

☒

No

Name: Jeremy Greenman

Phone (H):

Street address: 393 Plains Road

Phone (C):

740-7705

Mailing address: same

E-Mail: Jgreenman8@gmail.com

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

I help coach baseball and football. I deal with the public daily and I enjoy helping our youth.

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

I have 2 children of school age and I would like to get involved in the Rec program

If you are currently employed, what is your position?

State of Maine Dept of Environmental Protection
oil and HAZMAT Responder

APPLICATION FOR APPOINTMENT FOR:

Name: Jeremy Greenman Position: REC Term: 6-30-2020

"By signing this application for this position the Applicant understands and agrees that the information contained in this application is required by law to be available for public viewing and agrees to hold the Town of Readfield harmless from any misuse of the application information by anyone viewing it. As a member of this board, committee or commission

Check one!



I approve the use of my e-mail and phone numbers on the Town's public sites and publications.



I DO NOT approve the use of my e-mail and phone numbers on any of the Town's public sites or publications.

Name: Jeremy Greenman Date: May 30 - 17

CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment ☐ Yes ☒ No

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

Confirmation from Applicant of attendance at Select Board Meeting if required. ☐ Yes ☐ No

Confirmed meeting date: June 12, 2017

SELECT BOARD APPROVAL

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

 thru 6-30-2020. Given under our hand this day of 20 .

Bruce Bourgoine

Thomas Dunham

John Parent

Christine Sammons

Kathryn Mills Woodsum

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

Dear Select Board Members,

I am writing to you to recommend Jeremy Greenman for our open position on the Recreation Committee. As of June, Sara McClure has stepped down from our committee after many years of valuable service. We now have an open seat. I believe (in agreement with the rest of our members) that Jeremy Greenman is the best candidate to fill this position. Jeremy has been a terrific community volunteer. He has stepped in to help with coaching on several occasions for both football and baseball programs. He brings a very positive, helpful, and experienced perspective to our youth sports programs. He and his wife have young children who participate in REC sponsored sports and community activities. Because of his previous involvement and his willingness to volunteer his time and experience, he has stood out among many parents and other community members in his contributions to our teams and events. We have found him to be responsible, respectful, and fair in dealing with many of the issues that we are presented with as coaches and program facilitators. He would be a terrific addition to the Readfield Recreation Committee.

Sincerely,

Carrie Knight

Chair, Readfield Recreation Committee

TOWN OF READFIELD

APPOINTMENT APPLICATION

OFFICE USE
DATE RECEIVED

The Select Board shall not discriminate against an applicant based on religion, age, sex, marital ancestry, national origin, sexual orientation or physical or mental disabilities. The Select Board may consider 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.

Which Board, Committee or Commission

are you applying for?

BOARD OF APPEALS

Term:

3yr
6-30-2020

Do you have previous experience on this board or committee?

☒

Yes

☐

No

Name: CLIFFORD BUUCK

Phone (H): 685-9988

Street address: 36 BEANS MILLS RD.

Phone (C):

Mailing address: 36 BEANS MILL RD., READFIELD

04355

E-Mail: clif_buuck@yahoo.com

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

RECENTLY COMPLETED MMA'S BOARD OF APPEALS TRAINING WORKSHOP.

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

THIS APPLICATION IS FOR RE-APPOINTMENT.

If you are currently employed, what is your position?

APPLICATION FOR APPOINTMENT FOR:

Name: CLIFFORD BUUCK Position: BOARD OF APPEALS Term: 6-30-2020

"By signing this application for this position the Applicant understands and agrees that the information contained in this application is required by law to be available for public viewing and agrees to hold the Town of Readfield harmless from any misuse of the application information by anyone viewing it. As a member of this board, committee or commission

Check one!

- ☒ I approve the use of my e-mail and phone numbers on the Town's public sites and publications.
- ☐ I DO NOT approve the use of my e-mail and phone numbers on any of the Town's public sites or publications.

Name: Clifford Buuck Date: 05/15/17

CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment ☒ Yes ☐ No

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

Confirmation from Applicant of attendance at Select Board Meeting if required. ☐ Yes ☐ No

Confirmed meeting date: — N/A —, 20

SELECT BOARD APPROVAL

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

 thru 6-30-2020. Given under our hand this day of 20 .

Bruce Bourgoine

Thomas Dunham

John Parent

Christine Sammons

Kathryn Mills Woodsum

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:

TOWN OF READFIELD
APPOINTMENT APPLICATION

RECEIVED	OFFICE USE
MAY 9 8 AM	
DATE RECEIVED	
By _____	

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

Readfield Select Board
June 12, 2017
Item # 17-201

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.

Which Board, Committee or Commission

are you applying for?

Budget Committee

Term:

6-30-20

Do you have previous experience on this board or committee?

☒ Yes

☐ No

Name: Martin Hanish

Phone (H): 685 3060

Street address: 230 Sturtevant Hill Rd

Phone (C): 557 1009

Mailing address: same

E-Mail: mhanish@memun.org

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

served on Budget Committee this past year

extensive background in finance

MBA & MPA

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

Use my expertise to help community

If you are currently employed, what is your position?

CEO, Maine Municipal Association

APPLICATION FOR APPOINTMENT FOR:

Name: Martin Hanish Position: Budget Committee Term: 6-30-20

"By signing this application for this position the Applicant understands and agrees that the information contained in this application is required by law to be available for public viewing and agrees to hold the Town of Readfield harmless from any misuse of the application information by anyone viewing it. As a member of this board, committee or commission

Check one/



I approve the use of my e-mail and phone numbers on the Town's public sites and publications.



I DO NOT approve the use of my e-mail and phone numbers on any of the Town's public sites or publications.

Name: Martin Hanish

Date: 5/3/17

CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment ☒ Yes ☐ No

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

Confirmation from Applicant of attendance at Select Board Meeting if required. Ad on line and Posted ☐ Yes ☐ No

Confirmed meeting date: _____, 20____

SELECT BOARD APPROVAL

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 6-30-2020. Given under our hand this _____ day of _____ 2017.

Bruce Bourgoine

Thomas Dunham

John Parent

Christine Sammons

Kathryn Mills Woodsum

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

TOWN OF READFIELD
APPOINTMENT APPLICATION

OFFICE USE
DATE RECEIVED

Readfield Select Board
June 12, 2017
Item # 17-202

The Select Board shall not discriminate against an applicant based on religion, age, sex, marital status, ancestry, national origin, sexual orientation or physical or mental disabilities. The Select Board may consider 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.

Which Board, Committee or Commission

are you applying for?

Cemetery Committee

Term:

3yr.
2020

Do you have previous experience on this board or committee?



Yes



No

Name: Karen Peterson

Phone (H): _____

Street address: 378 Winthrop Rd.

Phone (C): _____

Mailing address: same

E-Mail: _____

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

Previous membership in Cemetery Committee and 10 years as Cemetery
Sexton. Very experienced in cemetery maintenance and operations.

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

To continue serving Readfield

If you are currently employed, what is your position?

APPLICATION FOR APPOINTMENT FOR:

Name: Karen Peterson Position: Cemetery Committee Term: 6-30-2020

"By signing this application for this position the Applicant understands and agrees that the information contained in this application is required by law to be available for public viewing and agrees to hold the Town of Readfield harmless from any misuse of the application information by anyone viewing it. As a member of this board, committee or commission

Check one!

- ☐ I approve the use of my e-mail and phone numbers on the Town's public sites and publications.
- ☒ I DO NOT approve the use of my e-mail and phone numbers on any of the Town's public sites or publications.

Name: Karen B Bk Date: April 24, 2017

CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment ☒ Yes ☐ No

Was this position advertised? ☐ Yes ☒ No If no, please explain: reapplying before term exp.

Confirmation from Applicant of attendance at Select Board Meeting if required. ☐ Yes ☐ No

Confirmed meeting date: _____, 20__

SELECT BOARD APPROVAL

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

 thru 6-30-2020. Given under our hand this day of 2017.

Bruce Bourgoine

Thomas Dunham

John Parent

Christine Sammons

Kathryn Mills Woodsum

CLERK'S USE AFTER THE APPOINTMENT

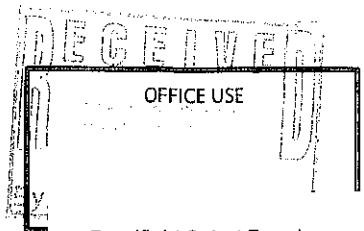
Chair has been notified of appointment? ☐ Yes ☐ No

If yes, what date:

Is an Oath appropriate: ☐ Yes ☐ No

If yes, what date:

TOWN OF READFIELD
APPOINTMENT APPLICATION



Readfield Select Board
June 12, 2017
Item # 17-203

The Select Board shall not discriminate against an applicant based on religion, age, sex, marital 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.

Which Board, Committee or Commission

are you applying for?

KVCOG Board

Term:

1 year - 2018

Do you have previous experience on this board or committee?

☐

Yes

☐

No

Name: Martin Hanish

Phone (H): 685 3060

Street address: 230 Sturtevant Hill Rd

Phone (C): 557-1009

Mailing address: Same

E-Mail: mhanish@meunn.org

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

Served on KVCOG Board for past two years

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

I am helping KVCOG improve its financial reporting
and revolving loan fund. Would like to complete that
process

If you are currently employed, what is your position?

CFO, Maine Municipal Association

APPLICATION FOR APPOINTMENT FOR:

Name: Martin Hanish Position: KVCOG Board Term: Year by Year

"By signing this application for this position the Applicant understands and agrees that the information contained in this application is required by law to be available for public viewing and agrees to hold the Town of Readfield harmless from any misuse of the application information by anyone viewing it. As a member of this board, committee or commission

Check one!

☒

I approve the use of my e-mail and phone numbers on the Town's public sites and publications.

☐

I DO NOT approve the use of my e-mail and phone numbers on any of the Town's public sites or publications.

Name: Martin Hanish

Date: 5/3/17

CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment ☒ Yes ☐ No

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

Confirmation from Applicant of attendance at Select Board Meeting if required. Ad online and Posted ☐ Yes ☐ No

Confirmed meeting date: _____, 20____

SELECT BOARD APPROVAL

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

 thru 6-30-2018. Given under our hand this day of 2017.

Bruce Bourgoine

Thomas Dunham

John Parent

Christine Sammons

Kathryn Mills Woodsum

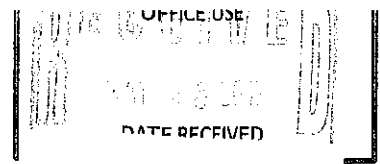
CLERK'S USE AFTER THE APPOINTMENT

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

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

TOWN OF READFIELD

APPOINTMENT APPLICATION



Readfield Select Board
June 12, 2017
Item # 17-204

The Select Board shall not discriminate against an applicant based on religion, age, sex, marital 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.

Which Board, Committee or Commission

are you applying for?

LIBRARY BOARD

Term:

3 YEARS

Do you have previous experience on this board or committee?



Yes



No

Name: BRENDA LAKE

Phone (H): 685-3529

Street address: 78 TALLWOOD DRIVE

Phone (C): 242-5896

Mailing address: (SAME)

E-Mail: bbllake@gmail.com

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

Member of Library Board of Trustees since 1990 —
40 years experience working in ^{and volunteering in} School + public libraries.

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

I have thoroughly enjoyed my 25+ years serving on this
Town Board, and feel I have the historical perspective
and experience to continue to benefit our Community

If you are currently employed, what is your position?

Library Program.

APPLICATION FOR APPOINTMENT FOR:

Name: BRENDI B. LAKE Position: LIBRARY BOARD Term: 3 YEARS

"By signing this application for this position the Applicant understands and agrees that the information contained in this application is required by law to be available for public viewing and agrees to hold the Town of Readfield harmless from any misuse of the application information by anyone viewing it. As a member of this board, committee or commission

Check one!

- ☐ I approve the use of my e-mail and phone numbers on the Town's public sites and publications.
- ☐ I DO NOT approve the use of my e-mail and phone numbers on any of the Town's public sites or publications.

Name: Brenda B. Lake Date: 5/5/2017

CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment ☒ Yes ☐ No

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

Confirmation from Applicant of attendance at Select Board Meeting if required. ☐ Yes ☐ No

Confirmed meeting date: _____, 20____

SELECT BOARD APPROVAL

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

 thru 6-30-2020. Given under our hand this day of 20____.

Bruce Bourgoine

Thomas Dunham

John Parent

Christine Sammons

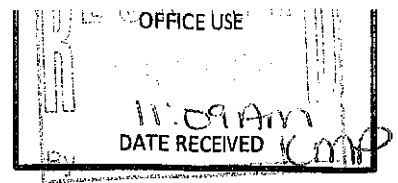
Kathryn Mills Woodsum

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:

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.

Which Board, Committee or Commission

are you applying for?

Library Board member

Term:

3yr 2020

Do you have previous experience on this board or committee?



Yes



No

Name: PAMELA MITCHELL

Phone (H): 685-3052

Street address: 987 MAIN ST

Phone (C): 242-2068

Mailing address: 987 MAIN ST, READFIELD, ME 04355

E-Mail: prm313@gmail.com

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

I have been on the Library Board for many years. I have loved it and help with the Library and school connection.

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

I love the library and am very interested in keeping it strong and strengthening the "bond" between the library and the children of Readfield.

If you are currently employed, what is your position?

Kindergarten Teacher @ RES

APPLICATION FOR APPOINTMENT FOR:

Name: Pam Mitchell Position: Library Board Term: 3yr. 2020

"By signing this application for this position the Applicant understands and agrees that the information contained in this application is required by law to be available for public viewing and agrees to hold the Town of Readfield harmless from any misuse of the application information by anyone viewing it. As a member of this board, committee or commission

Check one!

- ☒ I approve the use of my e-mail and phone numbers on the Town's public sites and publications.
- ☐ I DO NOT approve the use of my e-mail and phone numbers on any of the Town's public sites or publications.

Name: Pamela R. Mitchell Date: April 14, 2017

CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment ☒ Yes ☐ No

Was this position advertised? ☐ Yes ☒ No If no, please explain: re-applying before term exp.

Confirmation from Applicant of attendance at Select Board Meeting if required. ☐ Yes ☐ No

Confirmed meeting date: _____, 20__

SELECT BOARD APPROVAL

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

 thru 6-30-2020. Given under our hand this day of 2017.

Bruce Bourgoine

Thomas Dunham

John Parent

Christine Sammons

Kathryn Mills Woodsum

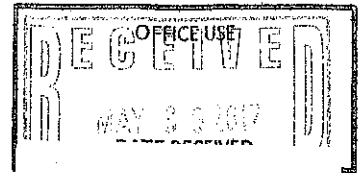
CLERK'S USE AFTER THE APPOINTMENT

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

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

TOWN OF READFIELD

APPOINTMENT APPLICATION



Readfield Select Board

June 12, 2017

Item # 17-205

The Select Board shall not discriminate against an applicant based on religion, age, sex, marital status, 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.

Which Board, Committee or Commission

are you applying for?

Municipal Dam Comm. - Altos

Term:

6-30-2020

Do you have previous experience on this board or committee?

☒ Yes

☐ No

Name:

Shelly Gerstein

Phone (H):

685-9646

Street address:

100 Tarisset Pt. Rd.

Phone (C):

Mailing address:

P.O. Box 8, Readfield

04355

E-Mail:

shellygerstein@gmail.com

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

See attachment from original application

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

After actively seeing, I am familiar
with the project & would like to see it through.
See attachment

If you are currently employed, what is your position?

APPLICATION FOR APPOINTMENT FOR:

Name: Shelly Gerstein Position: Dan Conn Altervill Term: 6-30-2020

"By signing this application for this position the Applicant understands and agrees that the information contained in this application is required by law to be available for public viewing and agrees to hold the Town of Readfield harmless from any misuse of the application information by anyone viewing it. As a member of this board, committee or commission

Check one!



I approve the use of my e-mail and phone numbers on the Town's public sites and publications.



I DO NOT approve the use of my e-mail and phone numbers on any of the Town's public sites or publications.

Name: Shelly Gerstein

Date: 5/30/2017

CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment



Yes



No

Was this position advertised?



Yes



No

If no, please explain: _____

Confirmation from Applicant of attendance at Select Board Meeting if required.



Yes



No

Confirmed meeting date: _____, 20__

20__

Not needed re-appointment

SELECT BOARD APPROVAL

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

 thru 6-30-2020. Given under our hand this day of 20__.

Bruce Bourgoine

Thomas Dunham

John Parent

Christine Sammons

Kathryn Mills Woodsum

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:

Experience and/or training for Shelly Gerstein appointment application

During 1970's & 1980's:

Built family home in rural area of Northern California.

Owned and operated a small excavation company – site prep, dig foundation, install septic systems etc

Owned and operated The Data Works, a computer service bureau in Gualala, California (Did billing and bookkeeping type services for clients)

School Board Member - Arena Union Elementary School District

President -Gualala Arts during period when we raised the funds to build an Art Center

Board Member - Gualala Chamber of Commerce.

During 1990's:

Publisher/editor of Coast and Valley Magazine, a local arts and community issues publication supported by advertising with a circulation of 40,000

Board Member of Mendocino County Retirement Association

2000 to present — 2016

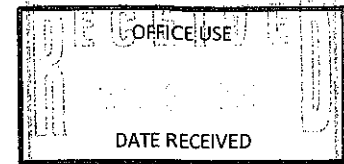
Business Manager of LMI (Luthiers Mercantile International) a company which sells the woods, materials, and tools used to build acoustic guitars.

2017 Retired

Reason for applying

For most of my life I have participated in the community where I live, and I would like to do so, in Readfield. Since I benefit so much from the lake, the positions involved in maintaining and protecting the lake appeal to me.

TOWN OF READFIELD
APPOINTMENT APPLICATION



The Select Board shall not discriminate against an applicant based on religion, age, sex, marital status, ancestry, national origin, sexual orientation or physical or mental disabilities. The Select Board shall not consider 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.

Readfield Select Board
June 12, 2017
Item # 17-206

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.

Which Board, Committee or Commission

are you applying for?

Recreation Board

Term: 6-30-2020
3 yr

Do you have previous experience on this board or committee?



Yes



No

Name: Hannah Flannery

Phone (H): 207-685-7385

Street address: 43 Frog Rd

Phone (C): 207-446-7805

Mailing address: Same as above

E-Mail: bhinckley@roadrunner.com

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

I've been working on the rec board
for a couple years already. I coach and
organized soccer as commissioner last year.

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

I am renewing my seat on the committee. I enjoy
serving and look forward to helping rec sports
move forward in a positive way.

If you are currently employed, what is your position?

Self Employed as a Pampered Chef Consultant

APPLICATION FOR APPOINTMENT FOR:

Name: Hannah Position: Recreation Com. Flannery Term: 6-30-2020 3yr

"By signing this application for this position the Applicant understands and agrees that the information contained in this application is required by law to be available for public viewing and agrees to hold the Town of Readfield harmless from any misuse of the application information by anyone viewing it. As a member of this board, committee or commission

Check one!



I approve the use of my e-mail and phone numbers on the Town's public sites and publications.



I DO NOT approve the use of my e-mail and phone numbers on any of the Town's public sites or publications.

Name: Hannah Flannery Date: 5/3/17

CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment ☒ Yes ☐ No

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

Confirmation from Applicant of attendance at Select Board Meeting if required. ☐ Yes ☐ No

Confirmed meeting date: _____, 20____

SELECT BOARD APPROVAL

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

 thru 6-30-2020. Given under our hand this day of 20____.

Bruce Bourgoine

Thomas Dunham

John Parent

Christine Sammons

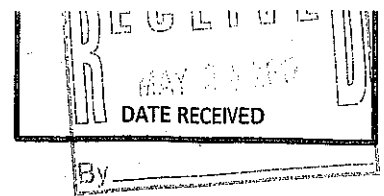
Kathryn Mills Woodsum

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:

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.

Which Board, Committee or Commission

are you applying for?

Readfield Rec. Committee

Term:

3 year

Do you have previous experience on this board or committee?

☐

Yes

☐

No

Name: Amanda Hreben

Phone (H): 212-9526

Street address: 8 Tingky Brook Drive

Phone (C): 212-9526

Mailing address: Same

E-Mail: amanda-hreben@maranacook.org

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

I have currently been on the board 5 years

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

Continue w/ the board to help make sports and activities fun for Readfield Children

If you are currently employed, what is your position?

Admin Assist. @ Readfield Element. School

APPLICATION FOR APPOINTMENT FOR:

Name:

Amanda Hreben

Position:

Rec Board

Term:

6302020
3 year

"By signing this application for this position the Applicant understands and agrees that the information contained in this application is required by law to be available for public viewing and agrees to hold the Town of Readfield harmless from any misuse of the application information by anyone viewing it. As a member of this board, committee or commission

Check one!



I approve the use of my e-mail and phone numbers on the Town's public sites and publications.



I DO NOT approve the use of my e-mail and phone numbers on any of the Town's public sites or publications.

Name:

A Hreben

Date:

5/24/17

CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment



Yes



No

Was this position advertised?



Yes



No

If no, please explain: _____

Confirmation from Applicant of attendance at Select Board Meeting if required.



Yes



No

Confirmed meeting date: _____, 20____

Not Needed

SELECT BOARD APPROVAL

To

Amanda Hreben

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

being a position on the

Recreation Association

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

thru

6-30-20

Given under our hand this

day of

20____

Bruce Bourgoine

Thomas Dunham

John Parent

Christine Sammons

Kathryn Mills Woodsum

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

TOWN OF READFIELD

APPOINTMENT APPLICATION

RECEIVED
DATE RECEIVED
By

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.

Which Board, Committee or Commission

are you applying for?

Readfield Rec. Committee

Term:

3 years
6-30-20

Do you have previous experience on this board or committee?



Yes



No

Name:

Mark Hreben

Phone (H):

212-9527

Street address:

8 Tingley Brook Drive

Phone (C):

212-9527

Mailing address:

same

E-Mail:

mark-hreben@durathermwindow.com

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

Baseball coach Basketball coach current Soccer coach previously - Baseball commis. Currently have been on the board x 5 years

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

Continue my work I am doing to help the town keep rec sports alive and exciting for the kids

If you are currently employed, what is your position?

management position @ Duratherm Windows

APPLICATION FOR APPOINTMENT FOR:

Name: Mark Hreben Position: Rec Board Term: 3 years 6-30-2020

"By signing this application for this position the Applicant understands and agrees that the information contained in this application is required by law to be available for public viewing and agrees to hold the Town of Readfield harmless from any misuse of the application information by anyone viewing it. As a member of this board, committee or commission

Check one!

- ☒ I approve the use of my e-mail and phone numbers on the Town's public sites and publications.
- ☐ I DO NOT approve the use of my e-mail and phone numbers on any of the Town's public sites or publications.

Name: [Signature] Date: 5/26/17

CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment ☒ Yes ☐ No

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

Confirmation from Applicant of attendance at Select Board Meeting if required. ☐ Yes ☒ No

Confirmed meeting date: _____, 20____ *Not Needed*

SELECT BOARD APPROVAL

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

 thru 6-30-20 Given under our hand this day of 20____.

Bruce Bourgoine

Thomas Dunham

John Parent

Christine Sammons

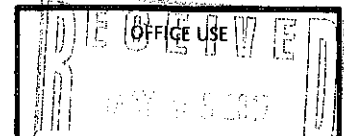
Kathryn Mills Woodsum

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:

TOWN OF READFIELD
APPOINTMENT APPLICATION



Readfield Select Board
June 12, 2017
Item # 17-207

The Select Board shall not discriminate against an applicant based on religion, age, sex, marital 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.

Which Board, Committee or Commission

are you applying for?

ROAD Committee

Term:

7-1-2017
6-30-2020

Do you have previous experience on this board or committee?



Yes



No

Name: Roland K. Cote

Phone (H): 685-3699

Street address: 11 Chickadee Lane

Phone (C): 213-3767

Mailing address: Same

E-Mail: cotekethy2014@gmail.com

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

10 years experience with Maine DOT

16 years Maine P.E.

50 years Construction Experience

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

I want help to Town of Readfield

If you are currently employed, what is your position?

APPLICATION FOR APPOINTMENT FOR:

Name: Roland Cote Position: Read Comm. Term: 7-1-2017
6-30-2020

"By signing this application for this position the Applicant understands and agrees that the information contained in this application is required by law to be available for public viewing and agrees to hold the Town of Readfield harmless from any misuse of the application information by anyone viewing it. As a member of this board, committee or commission

Check one!



I approve the use of my e-mail and phone numbers on the Town's public sites and publications.



I DO NOT approve the use of my e-mail and phone numbers on any of the Town's public sites or publications.

Name: Roland K. Cote Date: 5/2/2017

CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment ☒ Yes ☐ No

Was this position advertised? ☒ Yes ☐ No If no, please explain: There has been a seat open and advertised

Confirmation from Applicant of attendance at Select Board Meeting if required. ☐ Yes ☐ No

Confirmed meeting date: _____, 20__

SELECT BOARD APPROVAL

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 6-30-2020. Given under our hand this _____ day of _____ 20__.

Bruce Bourgoine

Thomas Dunham

John Parent

Christine Sammons

Kathryn Mills Woodsum

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: _____

Municipal Appointments:

Re-Appoint Eric Dyer as

- Town Manager,
- Tax Collector,
- Road Commissioner,
- Treasurer,
- Transfer Station Manager &
- General Assistance Administrator

Approve the Town Manager's appointment of Lee Mank as

- Readfield Fire Chief



TOWN OF READFIELD

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

Office of Town Manager Certificate of Appointment

To: **Eric Dyer:**

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

Unless earlier dismissed by the Board of Selectmen, your term of office expires June 30, 2018.
Given under our hand this 12th day of June, 2017

Bruce Bourgoine

Christine Sammons

Thomas Dunham

Kathryn Mills Woodsum

John Parent

Oath of Office Municipality of Readfield, Maine

_____, 2017

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

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

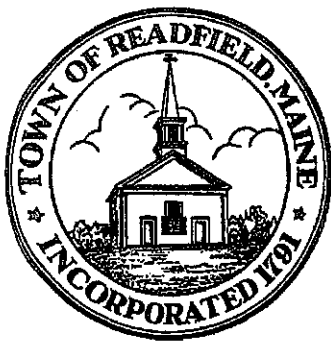
Eric Dyer

State of Maine
County of Kennebec, ss

_____, 2017

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

Before me, _____
Town Clerk/Deputy Clerk



TOWN OF READFIELD

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

Office of Tax Collector Certificate of Appointment

To: **Eric Dyer:**

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

Unless earlier dismissed by the Board of Selectmen, your term of office expires June 30, 2018.
Given under our hand this 12th day of June, 2017

Bruce Bourgoine

Christine Sammons

Thomas Dunham

Kathryn Mills Woodsum

John Parent

Oath of Office Municipality of Readfield, Maine

_____, 2017

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

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

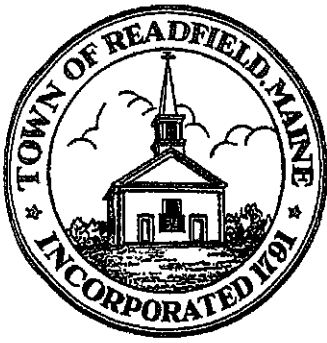
Eric Dyer

State of Maine
County of Kennebec,ss

_____, 2017

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

Before me, _____
Town Clerk/Deputy Clerk



TOWN OF READFIELD

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

Office of Road Commissioner Certificate of Appointment

To: **Eric Dyer:**

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

Unless earlier dismissed by the Board of Selectmen, your term of office expires June 30, 2018.
Given under our hand this 12th day of June, 2017.

Bruce Bourgoine

Christine Sammons

Thomas Dunham

Kathryn Mills Woodsum

John Parent

Oath of Office Municipality of Readfield, Maine

_____, 2017

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

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

Eric Dyer

State of Maine
County of Kennebec, ss

_____, 2017

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

Before me, _____
Town Clerk/Deputy Clerk



TOWN OF READFIELD

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

Office of Treasurer Certificate of Appointment

To: **Eric Dyer:**

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

Unless earlier dismissed by the Board of Selectmen, your term of office expires June 30, 2018.
Given under our hand this 12th day of June, 2017.

Bruce Bourgoine

Christine Sammons

Thomas Dunham

Kathryn Mills Woodsum

John Parent

Oath of Office Municipality of Readfield, Maine

_____, 2017

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

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

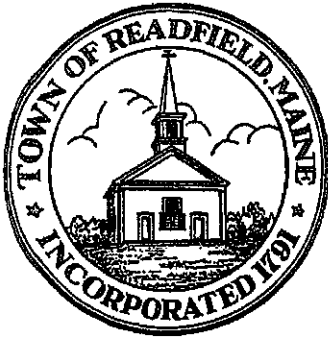
Eric Dyer

State of Maine
County of Kennebec,ss

_____, 2017

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

Before me, _____
Town Clerk/Deputy Clerk



TOWN OF READFIELD

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

Office of Transfer Station Manager Certificate of Appointment

To **Eric Dyer**:

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

Unless earlier dismissed by the Board of Selectmen, your term of office expires June 30, 2018.
Given under our hand this 12th day of June, 2017.

Bruce Bourgoine

Christine Sammons

Thomas Dunham

Kathryn Mills Woodsum

John Parent

Oath of Office Municipality of Readfield, Maine

_____, 2017

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

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

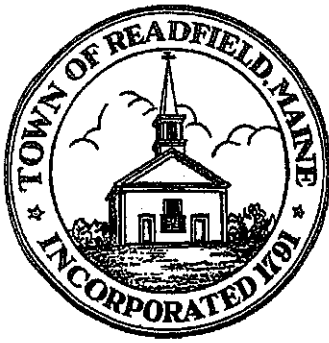
Eric Dyer

State of Maine
County of Kennebec, ss

_____, 2017

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

Before me, _____
Town Clerk/Deputy Clerk



TOWN OF READFIELD

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

Office of Welfare Administrator Certificate of Appointment

To: **Eric Dyer:**

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

Unless earlier dismissed by the Board of Selectmen, your term of office expires June 30, 2018.
Given under our hand this 12th day of June, 2017.

Bruce Bourgoine

Christine Sammons

Thomas Dunham

Kathryn Mills Woodsum

John Parent

Oath of Office Municipality of Readfield, Maine

_____, 2017

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

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

Eric Dyer

State of Maine
County of Kennebec, ss

_____, 2017

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

Before me, _____
Town Clerk/Deputy Clerk



TOWN OF READFIELD

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

Office of Fire Chief Certificate of Appointment

To: **Lee Mank:**

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

Unless earlier dismissed by me, your term of Office expires June 30, 2018, and in any event will cease upon the termination of my tenure in office as **Town Manager**.

Eric Dyer Town Manager

Oath of Office Municipality of Readfield, Maine

_____, 2017

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

I, **Lee Mank**, do swear, that I will faithfully discharge, to the best of my abilities, the duties incumbent on me as **Fire Chief** of Readfield according to the Constitution and the law of the State.

Lee Mank

State of Maine
County of Kennebec, ss

_____, 2017

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

Before me, _____
Robin L. Lint, Town Clerk

COMMUNICATIONS

- **SELECT BOARD**
- **TOWN MANAGER** — *To follow on Monday, June 12*
- **TREASURER**
- **BOARDS & COMMITTEES**
- **PUBLIC COMMUNICATIONS**

Rec Board Meeting
1/25/2017

Attending: Mark Hreben, Amanda Hreben, Tom Donovan, Adam Woodford, Hannah Flannery, Mandy Poulin, Carrie Knight. Guest, Greg Durgin.

Agenda: Winter Fun Day, Basketball Issues, Greg Durgin input on town meeting/naming committee

Greg Durgin submitted a 2 page document with history and new information regarding naming of the baseball field on Church Road. His proposal is that the field will be named after the Keene family and recognition will be given to others who contributed to the building of the field. In the future, we would like to add more fields, so we voted for a name that includes "park". Keene Memorial Park wins the vote for first choice, Keene Community Recreational Park for a second choice. Eric Dyer will look proposal over and present to select board. A Rec Committee member should be present for that meeting. Select board and Rec board will need to work together.

Basketball: There is an increased conflict between the travel programs and the REC programs. Splitting the teams evenly continues to be a struggle. We have had parent complaints about teams being uneven as far as skill level. We will continue to hold sign-ups with skills and drills to ensure teams are as even as possible. Several parents will not be allowed to coach next year due to extensive complaints. There were issues with obtaining reliable referees for games as well. As it stands now, Readfield is the only town that has insurance for basketball, so all players have to be processed through Readfield.

Next year...We need to meet in September and then again in October to prepare for November sign-ups.

Basketball games will not start until after thanks giving.

Winter Fun Day: Carrie talked to Lee at the fire department about dates. Tentative date for Winter Fun Day is March 4th. Ice fishing, Ice skating/hockey, sledding and snowshoeing and cross country skiing. We supply hot chocolate and cookies. Fire department can be a part of the day but we don't want to sell things. If fire department wants out of this arrangement, this is fine.

Commissioners of all sports should be direct members of the board, or they are required to attend Rec meetings during the season. One commissioner per sport per sex. Also, one point person for each town. Again, due to parent complaints, commissioners for all REC sports must be appointed by the committee.

We would like to get the high school involved in our Rec basketball program.
Would like to have a coaches meeting with the middle/high school to help with "skills/drills".

Baseball/Softball: Meeting March 1st for this and any Winter Fun Day final details.

Tom Donegan has added \$5000 into the budget, for a storage building to be built at the ball field. Motion accepted by all.

Jada Clark volunteered to be the softball commissioner.

Rec Meeting 3/22/2017
Readfield Town Hall

Attendees: Michelle Woodford (here for Adam Woodford), Donna Freeman (Wayne Rep), Matt Dwyer (Manchester Rep), Kami Kubicki (major coach and Mt. Vernon Rep), Arlene Deane (Mt. Vernon parent), Sara McClure, Jada Clark, Mandy Poulin.

Agenda: Softball/Baseball, Review of minutes from last two meetings, Easter Egg Hunt

Winter Fun Day was cancelled due to extreme cold temperatures.

Softball/Baseball:

Adam has been in contact with CAYSA, Andy Wing (president of board) \$400/team for a 12 girl roster. We pay for shirts and insurance, \$35/player. This is a more competitive league than the league we are playing in currently. All agreed to remain in current league and play local towns. All present agreed to work together across towns to ensure best rosters and coaching scenarios. REC teams are struggling across the board (due mostly to the rise of travel sports programs and fewer registrations). All agreed it is important to keep the community/town rec programs going to provide low cost recreational sports programs for the children of Readfield and surrounding towns. A multi-town meeting prior to each sports season seems to be working well to coordinate rosters, referees, and game schedules. A meeting is scheduled for April 4th for all towns regarding the 2017 baseball/softball season.

In addition, we decided to add language on next year's registration form explaining how teams are split to try to avoid parent complaints.

All agreed to try a new vendor for softball/baseball uniforms. Elliott Office Products in Farmingdale will be contacted by Carrie Knight.

Easter Egg Hunt is scheduled for April 15th, egg stuffing at Carrie's house the Friday night before.

Rec Board Meeting
5/18/2017
Weathervane Restaurant
6:00PM

Attendance: Jeremy Greenmail (guest interested in joining), Tom Donogan, Hannah Flannery, Carrie Knight, Adam Woodford, Sara McClure, Amanda Hreben, Jada Clark.

Baseball/Softball, Egg Hunt re-cap, REC sports discussion, field plaque, committee considerations, miscellaneous.

Approval of minutes: Minutes slightly modified and updated copy will be sent to town office.

One question regarding baseball/softball catchers' equipment, can we get new stuff? Baseball/Softball are our most expensive sports. All agreed to purchase new catchers equipment for Minors and Majors. Rookie equipment can suffice for now. Also, Hannah needs Rookie softballs and lime and will purchase these and get reimbursed.

Softball field at RES is in rough condition, paint for dug-outs has been donated by Carrie Knight. She will contact Kents Hill students in the fall to see if we can have them paint them as a volunteer effort.

Sand can be donated by Cherie Wurth, 2 pick-up beds worth of dirt. We need a tractor and a person who is willing to do the work. Brandon Fike volunteered his truck and services.

We need permission to use the parking lot at RES to briefly store the dirt.

We will strive to complete this by the start of next season.

Equipment stored in personal houses:

All equipment and supplies need to go to the town office basement. Tom has shelving in the changing room at the beach. We will pick a Saturday to set up shelving and organize REC materials in the basement of the town office.

Amanda and Mark Hreben have graciously housed a lot of stuff. Volunteers to help move it stepped in...Can we get a key to the basement for the REC committee so that we can have access on weekends if we need it??

Tom Donegan put forth in the budget starting July 1st that we have \$5000 budget for new storage facility.

Cal Ripken:

Jesse Jacobs has been the Ripken Representative, we will look to find a new representative. Evan Barden would like to/has been asked to take this over from here forward, but we may need to consider other applicants for this position as well.

Tom's thoughts on Cal Ripken:

Dues have risen over 25% from one year to another. There is an issue finding out what checks were written and to whom. The accounting for this league must be very clear, with detailed accounting and reporting. If need be, we will charter our own team.

An example: last year when a tournament took place parents were told that there was no money to pay for our team and that players had to pay individually for it. This should not have been the case.

Greg Durgin and naming of the ball field:

Carrie got a call from Greg this week, the field will be named after the Keene's. Greg said he would make sure a plaque is being made which will mention others who have contributed to the building of the fields. All agreed some rec members should be present during the naming ceremony.

Membership/Committee positions:

Renewal applications have been handed out to the Hrebens.

Carrie would like to remain on the board but would like to resign as Chair. Carrie nominated Hannah Flannery for the Chair position. All approved in favor. Hannah will be the new REC chair starting in June.

Jada Clark would like to step down as secretary. We will appoint a new secretary at the next meeting after a period of consideration.

Sara McClure's tenure expires in June. Jeremy Greenman has expressed interest in joining the committee. All are thrilled by this. Jeremy will fill out an application at the town office.

Shirts:

We had changed from DR Designs to Elliot Office Products for our shirts but it was more expensive with less product and no numbers on shirts. If we choose to work with them again we need to be clear about our expectations (pricing and quality).

Dos Logos in Gorham may be something to check into, \$2/shirt?

When we order we need to have a bigger buffer ordering extra shirts/hats

We eventually should take an inventory on what we have, we should not have to order any pants for a long time.

Beach:

Request has been made to create a handicap walkway to the beach.

The Beach breaks even every year, so this will be tough but we may be able to get resources from the town to help make this happen.

Trails Committee:

Somehow we are lumped together with them and wondering if/when they request money it looks like we are requesting money. Can we separate ourselves from them? Or do we split allotted monies?

Can we have an open rec summer fun day at the beach? Summer kick-off party to make-up for our cancelled winter fun day? Tom says yes. Can we look into June 24th or maybe a Friday after school? If this doesn't work we will come up with another date/idea. Tom believes Saturday June 24th will work from 3-5 with s'mores to follow. Will revisit this at next meeting.

Heritage Days:

August 12th the Rec Committee agreed to organize a parent/kid softball game, face painting, and 3 legged race, bean bag toss, etc.

2018 the Rec Committee is celebrating it's 50th anniversary. All town committees will be listed on a month of a calendar, we get June.

Lets revisit the 50th anniversary celebration at the next meeting.

Next meeting date to be determined, will be to discuss our summer kick off party details.

Readfield Conservation Commission Minutes

March 20, 2017, 6:30 p.m., Town Office

Present: Bruce Hunter, Tim Sniffen, Greg Durgin, Martin Hanish, Jerry Bley, Brent West, Bob Mohlar, and Andy Walsh

Guest: Annie Reiter

Meeting Minutes – A motion was made and seconded by Readfield Conservation Commission (RCC) members to approve the February 14, 2017 RCC meeting minutes.

New Business

Annie Reiter of the Manchester Conservation Commission attended the meeting to discuss the potential for collaboration with RCC. The Town of Manchester identified farmland protection as an action item in their Comprehensive Plan, which was updated in 2011. With existing farms at risk with changing ownership, Manchester would like to attract more young farmers to the area to continue farming existing agricultural land. Since towns in the area have collaborated on other conservation projects (e.g., vernal pool identification), Ms. Reiter was interested in determining whether Readfield has interest in joining this effort. Members discussed how to attract more young farmers to the area; e.g., a joint forum with Maine Farmland Trust and surrounding communities to discuss how to recruit farmers to the area. Manchester previously held a "Farmer's Appreciation Night," but attendance was low. But a larger event involving other towns may attract more interest.

Ms. Reiter was also interested in hearing about Readfield's vernal pool identification project. Jerry B. and Tim S. provided an overview of effort involved in completing the project, including the challenges and pitfalls. Jerry B. and Tim S. agreed to discuss the vernal pool project at the next Manchester Conservation Commission meeting on April 6.

Old Business

Trail Infrastructure Replacement Project – RCC members reviewed Steve Spencer's Trail Infrastructure report on the specifications and estimated costs for three footbridges, bog bridging, and a viewing platform at Torsey Pond Nature Preserve and Fogg Farm Preserve. The timeline and match needed for the joint RCC/RTP Recreational Trail Program grant application to be submitted in September 2017 was discussed. RCC members agreed that more information concerning the proposed "ditch and drain" replacement of existing bog bridging will be needed before RCC agrees to this work item. Tim S. suggested that RCC members conduct an onsite visit to see the locations of all the proposed work items. The onsite visit was scheduled for April 11, 2017 at 5:30 p.m. RCC will also check with Maine DEP to determine whether permits are needed for the proposed

infrastructure improvements. In addition, RCC will contact the Kennebec Land Trust, who holds the conservation easement on Torsey Pond N.P., to determine if activities associated with the project (e.g., soil disturbance, tree cutting, etc.) are allowed under the terms of the easement. Jerry B. agreed to contact Jean Luc Theriault, KLT Stewardship Dir., regarding the conservation easement.

Kents Hill School Workday – A KHS workday is scheduled for April 14, 2017. The Readfield Trail Committee will use KHS students to build a spur trail around the parking lot at the Fairgrounds. Some students may also work on the trail at the Union Meetinghouse.

Greg D. announced that the Select Board voted 3-2 to approve naming the ballfield at the Fairgrounds Property "Keene Memorial Park."

Meeting adjourned approx. 8:30 p.m.

Submitted by Andy Walsh (Secretary)

Readfield Conservation Commission Minutes

April 11, 2017, 6:30 p.m., Town Office

Amended and approved at May 9, 2017 RCC meeting

Present: Bruce Hunter, Tim Sniffen, Greg Durgin, Jerry Bley, Bob Mohlar, Marty Hanish, and Andy Walsh

Excused: Brent West

Guest: Milt Wright

Meeting Minutes – A motion was made and seconded by Readfield Conservation Commission (RCC) members to approve the March 20, 2017 RCC meeting minutes with minor revisions.

Old Business

On-site meeting, Trail Infrastructure Replacement Project - Milt Wright attended the meeting to voice interest in participating in the Torsey Pond N. P. on-site meeting scheduled for April 25, 2017 at 5:30 p.m. Steve Spencer (Big Pine Consulting) will attend to discuss the location and details of the various infrastructure projects. Jerry B. summarized the Recreational Trail Program grant application process for the Trail Infrastructure Replacement project. The grant will be submitted in September 2017 and work will be completed in 2018.

Milt W. also suggested that another method of marking the different trails at Torsey to assist those with color vision limitations. Other options for differentiating the trails were briefly discussed, including using different shaped metal markers (triangle, circle, diamond, etc.).

The current condition of bridging and boardwalks at Torsey was also of concern in light of the birding walk at the preserve scheduled by Kennebec Land Trust on Saturday, June 10, 2017.

Manchester Conservation Commission Meeting - Jerry B. and Tim S. reported on their meeting with the Manchester Conservation Commission regarding possible collaboration with RCC and other local conservation commissions. Jerry and Tim provided a brief overview of the vernal pool survey project jointly undertaken by the towns of Readfield and Wayne. The group also reiterated the goal of finding ways to attract new farmers to the respective towns and seeking the assistance of Maine Farmland Trust. Jerry B. suggested an annual cookout with neighboring conservation commissions to encourage dialogue.

Readfield Town Forest Sign - Tim S. indicated that a new Readfield Town Forest sign will be posted adjacent to the Belz Road gate. Tim will contact the new owners about the new sign.

New Business

The proposed **Ad-hoc Parks Commission** is looking for two members from RCC to participate in a review of the roles of all town committees, boards, staff, etc. that have interest in and stewardship of municipal properties. The Parks Commission will enhance communication between the groups and oversee stewardship of town properties. Jerry B. and Marty H. expressed interest in representing RCC.

Greg D. discussed the **Kents Hill School Workday** scheduled for Thursday, April 27, 2017. RCC will not use any students during this workday.

Tim S. suggested that a map and brief narrative summarizing the methods and results of the **Vernal Pool Identification** project is needed to complete the project and as a product to present to the town. The map should identify significant vernal pools (as defined by NRPA), non-significant vernal pools, and pools that were investigated but that do not meet the State's definition of a vernal pool. Jerry B. will contact Fred DiBello (Stantec) to confirm the cost of these tasks.

RCC briefly discussed the **pulling stones** at the Fairgrounds. Kents School students will assist in building a short trail to the site of the pulling stones. A Museum in the Streets interpretive sign may be erected at or near the site. It was agreed that some of the stones will be provided to the Cemetery Commission for use in a memorial garden.

Meeting adjourned approx. 8:30 p.m.

Submitted by Andy Walsh (Secretary)

Minutes
Age Friendly Committee
April 5, 2017

Present: Marianne Perry, Ann Mitchell, John Moran, Marjorie Ellis, Romaine Turyn, Ed Dodge, guest

The meeting was called to order at 9:00 by the Chair Romaine Turyn.

Announcements

There is an International dinner on April 22 to benefit the Union Meeting House. The dinner will be held at the Maranacook Community High School. The food will be delicious. A flyer was distributed to put up in various locations.

Romaine met with Steve Vose and Margy Knight from Winthrop to discuss having a Pickle Ball demonstration in Readfield. Pickle ball is very popular in Winthrop and is well suited for an older adult. The demonstration will be held on May 1 at the Senior Café.

On April 29th from 12:00 to 2:00 there is a Welcome Neighbor program for new residents to be held at the Torsey Memorial Church. There are over 100 new residents in the area. Romaine will attend to represent the Age Friendly Committee and others are encouraged to attend if possible.

Minutes

The minutes from the February 22, 2017 meeting were approved. The March meeting was spent at the Regional Meeting in Bowdoinham.

Ed Dodge

Ed Dodge, representing the area Masons attend to discuss the possibility of replicating the Handy man program started in Bowdoinham. The Masons think it is a good idea. Many of the 65 members are from Readfield. We discussed next steps and Romaine suggested meeting with Eric to determine if the town could assist handle screening calls.

Ed also mentioned other useful items including mentioning the Welcome Neighbors to be held at the church, a yellow book of a Resource Guide for Seniors and Adults with Disabilities, the AMAC as a resource on insurance information, and that there is a meeting on that day about Assisted Suicide that is medically related.

We agreed to stay in touch and to keep this moving.

Resource Guide

Members felt that this was very important to get started. It should be printed on nice paper and made available to local people. Marianne agreed to start drafting one.

Report to Selectmen

The draft is done and will be reformatted by a professional. That will be made available soon. Romaine will ask Bruce Bourgoine how best to present the report and recommendations to the Select Board. A draft was provided to members who were asked to get comments back to Romaine ASAP.

Heritage Days

Romaine has not been able to attend a meeting yet because she has a conflict on the night that they meet. That conflict will end soon. The Age Friendly Committee will have a role and will likely lead a walk on the ADA accessible trails.

The meeting adjourned at 11:20.

Respectfully Submitted,

Romaine Turyn

READFIELD COMMUNITY LIBRARY BOARD MEETING
APRIL 5, 2017

The meeting was called to order at 6:35.

Those present were: Deb Peale, Beverly Monsulick, Brenda Lake, Pam Mitchell, Jan Tarbuck, Donna Witherill, Betty Peterson and Nancy O'Toole Meservier, Librarian.

Those excused: Cricket Blouin, Lori Clark

March Secretary Report: The minutes of the March meeting were accepted.

March Treasurer's Report: The March report was accepted as read.

Librarian's Report:

- Let's Talk About It, the Maine Humanities Council Book Program is in its second month of a five month program and is going very well.
- Snowshoes: Successful program. Will bring them out again in November or December.
- Elementary School Literacy Night: Very successful evening. We signed up eight new library cards and children checked out some books we brought. Hope we are invited back next year.
- Winter Book Sale: Successful book sale, considering it was a bitter cold day on March 4. We especially want to thank Gwen Mohlar who brought some middle school students from Maranacook to help set up on Thursday.
- Cribbage Club: Held at the library on Wednesday, April 5 at 2:30 was a success. Will do this program again.
- Cloud Library: We have officially transitioned our ebook/downloadable audiobook service to Cloud Library. Nancy will be running a Cloud Library Workshop on April 15 from 1-3 pm if anyone needs help.
- Summer Reading Program: "Build a Better World" is the theme of this summer reading program. It is based around topics of creation, exploration, and the STEM fields. Nancy gave us an outline of the program. It will begin on June 19 and run through till August 28.

Librarian's report was approved.

Old Business:

- Game day: April 5th – successful
- Update: Friends of the RCL: We will be meeting with the RCL on May 10 at the Town Hall. We will generate and prioritize a wish list for the friends.

New Business:

- Summer reading program: Information in Librarian's report.
- Date for upstairs cleanup: For those who can make it, April 27 we will begin to clean the upstairs at the Library.

Next meeting will be held on May 10 at 6:30 at the Town Office.

The meeting was adjourned at 7:55.

Respectfully submitted,
Betty Peterson

Heritage Days Committee

May 4, 2017

Present: Val Pomerleau, Deb Doten, Bob Harris, Jeanne Harris, Joan Wiebe

The Weathervane Restaurant will provide a buffet luncheon on Saturday. It was suggested that tickets be sold ahead of time in order to assure the correct amount and type of food.

The Snowmobile Club will provide a hamburger and hotdog cookout on a Friday evening.

All reviewed the draft poster and leaflets. Changes were discussed and Deb will take them to Robin for a final version.

All agreed to send a letter of sponsorship to local businesses. The Town Clerk has one that is available.

There will be a History Walk that will coincide with the Trail's activity.

The Union Meeting House is planning demonstrations to include blacksmithing and hopefully tours of the building. They will also be having a large lawn sale.

The Guy's and Gal's would like to have a 4 to 5 table lawn/craft sale. It is hoped that this could be located with the Union Meeting House.

Pyrotechnics have been arranged and has appropriate insurance.

The Bounce House has been arranged.

The hydroplane boat races were discussed. Some were in favor of the idea, while some were not. The party barge rides from the boat landing is to take priority. We agreed to talk with the Town Manager to be sure that these races would be an acceptable activity (i.e. Insurance).

The Readfield Recreation Committee will be able to provide children's activities.

There is a lot of stuff (i.e. Snow cone maker, grill, etc) at the Middle School. Arrangements should be made to pick this up and be stored at the Town Office.

We need to explore the need for electricity at the Fairgrounds and Beach.

Next Meeting: Held at the Town Office on 5/11 at 6:00 pm.

Heritage Days Committee

May 11, 2017

Present: Val Pomerleau, Deb Doten, Bob Harris, Jeanne Harris, Joan Wiebe, Greg Durgin, Romaine Turyn

Pyrotechnics have been arranged with Central Maine Pyro. Val will keep the Fire Department Department informed. The fee is \$3000 for 10 minutes.

We will try to make arrangements to pick up what there is at the Middle School next week at 3:00 (day?). Town staff will assist.

The Guys and Gal's Club would like to have 5 tables for food and crafts at the Union Meeting House if possible.

The posters and leaflets were revised.

T-shirt colors were discussed. Picture will be on the back with the Town logo on the front.

A fishing derby for kids under the age of 12 was proposed. If possible it would be good to have the Game Warden judge the derby and do some educational activities with the participants.

Val will be in touch with a possible food truck vendor.

An art walk was suggested for the Union Meeting House Trail.

Next Meeting: 5/24 at 6:00pm in the Town Office

Heritage Days Committee Meeting Minutes
May 24, 2017

Present: Deb Doten, Val Pomerleau, Greg Durgin, Bob Harris, Jeannie Harris, Joan Weibe, Robin Lint

Meeting Minutes from the prior two meetings were reviewed and approved.

All approved of the save a date flyer and poster! The distribution of the material will begin! The Heritage Days program was reviewed. More pages and information may be added. It was noted that if posters were to be sold, they should be printed on special paper.

The Maranacook Lake Association will be contacted to provide information about Heritage Days. Their email is: maranacooklakeassociation@gmail.com

The Union Meeting House is continuing to develop their events including a large lawn sale, and historical demos. Tours should be available at that time. There will be refreshments provided. The Guys and Gals Club will have 4 tables that will include a white elephant sale, baked goods and craft sales.

Fishing Derby Update: Game Warden Ethan Buuck has been contacted and will be present to accept all entries. If he is unable to attend, a substitute will be arranged. The Game Wardens will bring give away prizes. Our Fire Chief has offered an air conditioned trailer. All fish need to be accepted between 3 and 4. Bob Harris will check in with Fish and Game on the rules for a fishing derby.

Art Walk: Artists have been contacted.

T-Shirts: A color scheme is being developed. Many thanks to Ron Simons!

Reviewed the Volunteer Needs: Help will be needed with set-up and clean-up. Each area of the event should have a "Volunteer Area Coordinator". Will need a volunteer for each event. One person should be designated as a contact for all areas of the event. Volunteers will be needed to help with parking.

The Fire Chief will be informed of planning as soon as possible.

The Friends of the Readfield Library would like to have a dunk tank on the front lawn of the library and potentially an ice cream food truck.

It is hoped that each Readfield eatery will participate with an event menu.

Town Insurance Update: Greg, Deb, Val and Eric met with MMA Insurance Representative Marcus . We learned that Town sponsored activities are covered by our insurance. Private events and events sponsored by other non-profits are not. It was recommended that party barge tour rides not be done as an event. It is recommended that events sponsored by non-profits to be held in the water not be allowed.

The Fireworks Permit will be completed by the Town Manager.

Middle School storage will be cleaned out on June 30th at 5:00. Items will be moved to the cellar in the Town Office.

Bob will reach out to the Maple Hill School.

Deb Doten will reach out to the Methodist Church and White Barn.

Val will reach out to Advisory Committee Chairs and suggest possible volunteer positions for their committee.

Next Meeting: June 1 at 6:00 in Giles Hall.

Friends of the Cobboossee Watershed



BE A MIL-FOILER

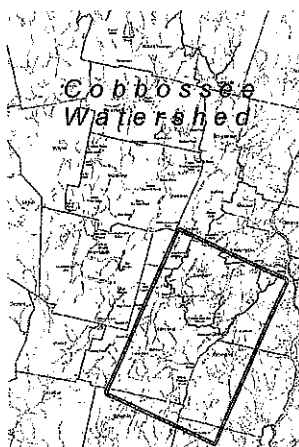
Mil-Foiler Program: Prevention, Early Detection and Control of the Variable-leaf Milfoil Infestation in the Cobboossee Watershed



such as boats, trailers and fishing equipment, the plant can reproduce quickly, can alter the freshwater ecosystem and can have drastic effects on wildlife, recreation and property values.

Problem: Variable Water Milfoil (VWM) is an invasive aquatic plant that is not native to Maine and out-competes native water vegetation when exposed to our local lakes and ponds. Introduced by means

Infestation: Five bodies of water within the Cobboossee Watershed: Pleasant Pond, Cobboossee Stream, Horseshoe Pond, Purgatory Stream and Annabessacook Lake.



1. Prevention = Courtesy Boat Inspections – On weekends & holidays throughout the summer, trained inspectors check boats, trailers and related equipment going into and out of the lake for any plants – and collecting those that are “suspected” of being an invasive. **Although the Cobboossee Watershed contains just 10 of the 156 staffed public boat launches in the state, our inspectors are routinely responsible for over 10% of the states total yearly inspections; with 9,547 inspections done in the Cobboossee Watershed in 2016.** This shows the high density of boating activity in our area and the need for educating and assisting our residents and visitors to check their boat for plants when entering and leaving the water.

2. Early Detection = Plant Patrol - Specially trained staff members and volunteers identify and document locations and levels of invasive plant infestations in our waters. This data is then used to create a comprehensive map that will show the location and level of infestation of variable water milfoil so that we can determine the best harvesting locations for maximum impact.

3. Plant Control = Managing existing infestations of invasive aquatic plants, to aide in recreation, wildlife habitat and protection of shorefront property values.

The Friends Diver Assisted Suction Harvester (DASH) is a converted 24' pontoon boat fitted with a special water pumping system that utilizes a SCUBA diver to remove variable leaf milfoil plants from the pond bottom. In 2016, the three person removal team – Captain, Diver & Tender - worked a total of 40 days and harvested 27,100 gallons of milfoil from Pleasant Pond, Cobboossee Stream and Purgatory Stream, surpassing our goal of 25,000 by 2,100 gallons!



Survey map of a section of Cobboossee Stream; red indicates a heavy infestation of Variable Milfoil.



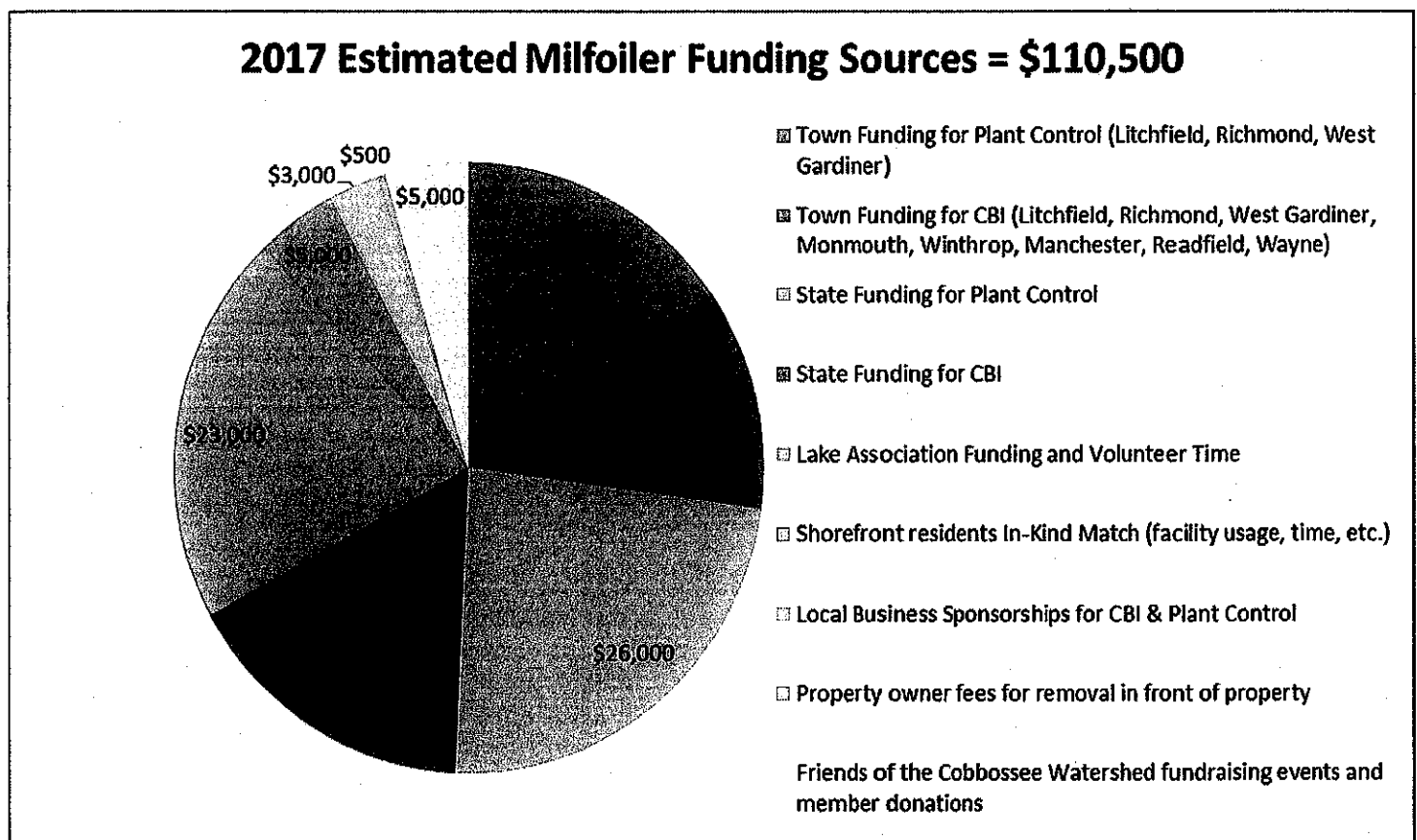
In just the past 4 years, we have removed over **94,372** gallons of invasive plants!

What will 2017 funding go towards? How will Readfield benefit?

- FOCW will plan 40+ days of plant removal this summer, **focusing on the highly infested channel areas of Cobbossee Stream, Horseshoe Pond and Pleasant Pond**. An estimated 20,000 + gallons of plants will be removed from these critical areas. In addition, FOCW is seeking additional grant monies to pay for an outside contractor to enhance removal of targeted large patches of milfoil.
- Courtesy Boat Inspectors will be on duty at least 8 hours a day at all ten Cobbossee Watershed public boat launches every weekend and holiday from Memorial Weekend to Labor Day Weekend.
- FOCW is happy to serve as a resource to Readfield officials and local residents in the area of water quality and invasive plants. We welcome questions and ideas, and are here to help property owners protect our valuable water resource.

Where does the funding come from?

The Friends of the Cobbossee Watershed invasive plant work costs over \$90,000 annually. The 2017 funding for this work is estimated as follows:

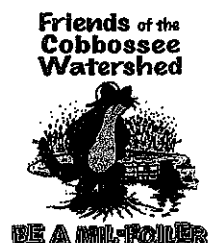


THANK YOU READFIELD! We appreciate Readfield's continual support of the Courtesy Boat Inspection Program! Reducing the spread of invasive plants is essential to protecting our property values on our lakes. In 2017, we look forward to partnering with lake associations, local businesses, state and other agencies and you, the taxpayer and resident, in our fight against invasive plants!

To learn more, or find out how you can get involved, please contact:

Tamara Whitmore, **Executive Director** tamara@watershedfriends.com Office: 621-4100
www.watershedfriends.com

FOCW Mission: To engage individuals, businesses and communities in protecting and improving the lakes, ponds and streams of the Cobbossee Watershed.



UNFINISHED BUSINESS

Readfield Select Board
June 12, 2017
Item # 17-193

Town Manager review process

NEW BUSINESS

Readfield Select Board
June 12, 2017
Item # 17-209

Spirit of America Awards



TOWN OF READFIELD

8 OLD KENTS HILL ROAD • READFIELD, MAINE 04355

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

Email: Readfield@roadrunner.com

SHINGLE HAULING CONTRACT

This Agreement is made and entered into as of the effective date of June 12, 2017, by and jointly between the **Town of Readfield**, 8 Old Kents Hill Road, Readfield, Maine 04355, a municipal corporation of Kennebec County organized under the laws of the State of Maine (hereinafter referred to as the "Town"), and **Troiano Waste Services, Inc.**, a corporation organized under the laws of the State of Maine, whose mailing address is: 10 Filmike Way, South Portland, ME 04106 (hereinafter referred to as the "Contractor").

When this Agreement refers to the "Contractor" it includes the Contractor's employees and agents. The subject of this contract is the hauling of shingle materials from the Readfield Transfer Station located on Recycle Road in Readfield.

WHEREAS, the Contractor owns and operates a waste services company in accordance with applicable laws of Maine; and

WHEREAS, the Town desires the Contractor to haul shingle materials as set forth in this Agreement and the terms of the attached and included "Request for Proposals , Town of Readfield, MSW and C&D processing, Disposal and Transportation"; and

WHEREAS, in consideration of the covenants herein, the Town and the Contractor hereby agree as follows:

1. TERM:

The duration of this contract will be for a period of **five years** beginning **July 1, 2017**, and concluding on **June 30, 2022**, unless sooner terminated as provided herein.

2. OPERATION:

The Contractor shall haul acceptable shingle materials. The Contractor may at any time refuse to accept any materials, substance, or property which in the judgment of Contractor will be harmful, unhealthy, unsafe, or in violation of any federal, State, or local statute or regulation applicable to the Site.

3. COMPENSATION:

For the period of the contract the Town shall pay the following fees for hauling of shingle materials:

YEAR(S)	CONTAINER	DESTINATION	COSTS
7/1/17 - 6/30/18	40 - 45 CU. YD. open top	CPRC - Scarborough	\$190.00/haul
7/1/18 - 6/30/20	40 - 45 CU. YD. open top	CPRC - Scarborough	\$196.00/haul
7/1/20 - 6/30/22	40 - 45 CU. YD. open top	CPRC - Scarborough	\$202.00/haul

The Town shall pay for the services by the Contractor in accordance with the aforementioned charges within 30 days of the date of Contractor's invoice.

4. SERVICE:

The Contractor shall provide service for the Town within 24 hours of the request.

5. COMPLIANCE WITH LAW:

The Contractor shall conduct operation under this agreement in compliance with all applicable laws, rules, and regulations.

6. MODIFICATION:

This agreement constitutes the entire Agreement between the parties hereto, and it shall not be considered modified, altered, changed or amended in any respect unless in writing and signed by both parties hereto.

7. ILLEGAL PROVISION:

If any of the agreement shall be declared illegal, void or unenforceable, the other provisions shall not be affected but shall remain in full force and effect.

8. NOTICE:

A letter, hand delivered or addressed and sent by certified mail, to either party at its business address shown hereinabove shall be sufficient notice whenever required for any purpose in the Agreement.

9. TERMINATION:

The Town may terminate this Agreement at will during the term of the Agreement by giving 90 days written notice of the termination.

10. LAW TO GOVERN:

The Town and Contractor agree that the laws of the State of Maine shall govern the rights, obligations, duties and liabilities of the parties to this Agreement and shall govern the interpretation of this Agreement.

11. AMENDMENT:

This Agreement may be modified or amended only by a written consent duly executed by the parties hereto or their representatives.

12. EFFECTIVE DATE:

This contract shall become effective **July 1, 2017**.

IN WITNESS WHEREOF, the Town of Readfield and the Contractor have executed this Agreement as of the day and year first above written.

WITNESS:

TOWN OF READFIELD

By _____
Its Town Manager

WITNESS:

TROIANO WASTE SERVICES, INC.

By _____
Its

Request for Proposals
Town of Readfield
MSW and C&D Processing, Disposal and Transportation

The Town of Readfield is accepting proposals for the transportation and disposal of Municipal Solid Waste (MSW), for the transportation, processing and disposal of Construction, Demolition and Oversized Bulky Wastes (C&D), for the transportation, processing and disposal of Shingles, and for the rental of Solid Waste Containers. This process is being handled as a proposal instead of a formal bid in order to provide potential vendors the opportunity to propose alternatives that best suit their individual capabilities and the Town's objectives.

Background/Scope

The Town of Readfield operates a multi-town Transfer Station serving a combined population of approximately 5,000 year-round residents and thousands of additional summer residents. The facility is located on Recycle Rd. (off North Rd.) in Readfield, at which the usual array of materials are accepted for disposal. Materials are collected at the perimeter of the facility. MSW and SSR are deposited into separate but adjacent 42 or 45 yard roll-off compactor bins. C&D, Metal, Tires, and Shingles are deposited into 40yd or 50yd open-top roll-off containers. Other materials collected on site include tires, universal waste, brush, and clean wood. Estimated tonnages / units for the coming fiscal year (July 1, 2017 - June 30, 2018) are as follows:

MSW	1,380 tons
SSR	290 tons
C&D	320 tons
Shingles	110 tons
Metal	90 tons
Tires	670 units
Universal Waste	1,200 units
Brush	Unknown
Clean wood	Unknown

The Town presently has the following arrangements for hauling and tipping:

Vendor	Material	Hauling	Haul to:	Tipping	Contract	Term
Waste Management	MSW	Y	Norridgewock	Y	Y	06/30/2017
Waste Management	CDD	Y	Norridgewock	Y	Y	06/30/2017
Waste Management	Shingles	Y	Scarborough		Y	06/30/2017
CPRC	Shingles			Y	N	
Troiano	SSR	Y	Portland		N	
ecomaine	SSR			Y	Y	06/30/2018
Grimmel Industries	Metal	Y	Topsham	Y	N	
B.D.S.	Tires	Y	Norridgewock	Y	N	
E-Waste	Universal	Y	Auburn	Y	N	

This request is for seven (7) individual proposals. They are:

1. Acceptance and disposal of MSW.
2. Transportation and handling of MSW to the disposal site.
3. Acceptance and disposal of C&D wastes.
4. Transportation and handling of C&D wastes to the processing/disposal site.
5. Acceptance and disposal of Shingles
6. Transportation and handling of Shingles
7. Rental of 40yd or 50yd open-top roll-off containers and 42yd or 45yd compactor containers

Vendors may respond to any of the individual requests but are under no obligation to respond to all seven. The town intends to evaluate all of the submitted proposals and select the vendor or combination of vendors and services determined to be in its best interests.

Process

Questions regarding this RFP shall be emailed to Town Manager Eric Dyer (readfield.tmgr@roadrunner.com). Substantive questions will result in an addendum to the RFP. The answers to other questions will be emailed to all vendors to which proposals are sent and other parties indicating interest in the RFP. This RFP and supporting information will be available on the Town of Readfield website at <http://www.readfield.govoffice.com> under the "Bids/RFPs" section.

Proposals must be submitted in **hard copy** to Eric Dyer, Town Manager, Town of Readfield, 8 Old Kents Hill Road, Readfield, ME 04355, **no later than 2:00p.m. on Friday, March 17, 2017**, at which time the pricing forms shall be read out loud. Proposals shall be submitted in a sealed envelope on which the name of the proposer is printed and clearly marked "Solid Waste and Recycling Proposal".

The Town maintains the right to accept or reject any proposal or portion thereof for any reason. The Town maintains the right to ask vendors questions concerning their proposal, to clarify their proposal(s), and to negotiate with a vendor or vendors prior to making a final decision. Until a vendor is selected, aspects of the proposals other than pricing forms shall remain confidential. A vendor or vendors will be selected on a combination of price, experience, and ability to perform necessary services, and any proposed features provided in the proposal that enhances service to the Town and/or the public, including the availability of additional recycling or waste disposal services not included in this RFP.

Proposals may be withdrawn prior to opening but, once opened, shall remain effective for 30 days.

Additional Information

Vendors may visit the Transfer Station at their own discretion. The vendor shall not rely on any information provided by Transfer Station employees that directly relates to the bid except that vendors may rely on those employees for general information on facility use, operating procedures and times when removal of containers is most convenient. Vendors who believe there are substantial

discrepancies between information provided by Transfer Station employees and this RFP shall report such discrepancies by email to Eric Dyer.

To be considered, vendors must include completed copies of the Proposal Price Forms attached to this RFP. The request is for seven individual proposals, as outlined above. Each Price Form field must be completed unless it is for a service that is not being proposed.

Municipal Solid Waste (MSW) means general solid waste emanating from household and normal commercial sources. Municipal solid waste includes front end process residue from the processing of municipal solid waste.

Construction and Demolition Debris (C&D) means a mix of bulky wastes that typically include such items as wooden, plastic, upholstered, and mixed material furniture, linoleum and Formica type plastics, various types of construction wood when mixed with other bulky wastes, windows, insulation, particle board, pressure treated wood, bulky items, rugs and mattresses. Vendors shall specify the types and quality of C&D that they will accept and list any penalties for the delivery of materials that do not meet their quality requirements. **For this proposal, C&D will also include materials generally categorized as Oversized Bulky Waste (OBW).**

Shingles, as used in this RFP means asphalt based roofing and siding products. This may include "tarpaper". Vendors shall specify the types and quality of recyclables they will accept and list any penalties for the delivery of materials that do not meet their quality or commodity requirements.

Acceptance and Disposal of Municipal Solid Waste

This work consists of furnishing all facilities, labor, tools, equipment, protective clothing, materials, supplies and services necessary to provide for the proper, safe, and environmentally sound disposal of municipal solid waste in accordance with the RFP and an agreement to be negotiated with the selected vendor. The vendor's facilities must be licensed in the state in which they are located and meet all U.S. Environmental Protection Agency regulations. The selected vendor must have the ability to weigh all incoming loads and shall provide weight slips for each. The vendor's facility(ies) must allow for transport vehicles to drop materials efficiently and allow complete emptying of containers. Vendors shall furnish a list of unacceptable wastes. The vendor shall also provide information on contingency arrangements should the primary disposal facility be inoperable. Any additional hauling costs or tipping fees for use of an alternative site shall be at the vendor's expense.

Acceptance and Disposal of C&D and Shingles

This work consists of furnishing all facilities, labor, tools, equipment, protective clothing, supplies and services necessary to provide for the proper, safe and environmentally sound disposal of C&D and shingle materials in accordance with this RFP and an agreement to be negotiated with the selected vendor. The vendor's facilities must be licensed in the state in which they are located and meet all U.S. Environmental Protection Agency regulations. The vendor's responsibilities include:

- Disposal of all C&D and Shingle debris (except as may be generated by a natural disaster or other force major as may place a recognized burden on the vendor to dispose of such debris) in accordance with applicable federal and state laws, regulations and rules.
- Disposal of all C&D and Shingle debris ash if vendor is an energy recovery facility.
- Facilities to weigh all incoming loads, and the provision of a weight slip for each.
- Facilities to allow transportation vehicles to drop waste efficiently and allow complete emptying of containers
- The vendor may choose to process C&D and Shingle debris to remove components from such debris for recycling or reuse.

Disposal vendors must furnish specifications for acceptable wastes at the disposal/processing facility and a detail of surcharges that may apply for specific items. The vendor shall also provide information on contingency arrangements should the primary disposal facility be inoperable. Any additional hauling costs or tipping fees for use of an alternative site shall be at the vendor's expense.

Transportation

This work consists of furnishing all labor, fuel, vehicles, tools, implements, equipment, protective clothing, materials, supplies and services necessary to provide for the proper, safe and environmentally sound transportation of MSW, C&D, and/or Shingles. If a vendor is selected to provide both transport and processing services, it shall identify the primary disposal/processing location for each but may transport to other processing locations of their choice. Vendors shall identify any such location(s) that they may use in the proposal, including identifying multiple locations, if applicable. The selected vendor shall notify the Town if it chooses to transport to a location not noted in its proposal. The transportation cost to any alternative location shall be the same as for the primary location identified in the proposal.

Each vendor shall submit a list of at least three municipal references from municipalities or public organizations that they have provided service to in the past three years. The name and phone number of a contact person shall be provided for each.

Transportation shall include:

- All services shall be performed in a professional, safe and sanitary manner.
- The selected vendor shall clean up any trash/materials resulting from the connecting/disconnecting or loading of containers at the transfer station, spillage during transport, and any trash or material that escapes upon deposit at a processing or disposal site. Should the vendor not clean up any spilled material or cause any action to result in an unclean or odorous condition at the Transfer Station or processing or disposal facility, the vendor shall comply with any request by the Town to rectify the problem within 24 hours.
- The vendor shall ensure that all containers are completely emptied and shall work with the Transfer Station staff to adjust operations should the containers retain significant quantities of materials upon emptying.

- Response time for hauling containers shall not exceed 48 hours from notification unless otherwise specified. Preference will be given to haulers who can commit to a 24 hour turn-around time.
- If surcharges apply to weekend hauling this needs to be noted. Preference will be given to haulers who do not charge weekend premiums.
- The time of removal of containers shall be arranged with the Transfer Station staff (during operating or closed hours). The proposal should contain information on notification and timing required when the town requests additional hauls, such as the amount of notice needed.
- Any damage to the Town's facility, equipment or containers that is caused by the vendor shall be repaired to an equivalent pre-damage standard as existed prior to the damage. Both the town and vendor must agree on the nature, scope and provider of such repairs prior to commencement of them, which will be performed at the vendor's expense. If it is necessary to replace any equipment or containers damaged by the vendor, such replacement units shall be of equal or better quality. The vendor shall also be responsible for any additional costs incurred by the Town for the period during which any equipment or containers are removed from service due to damage caused by the vendor.
- If any container is pulled during the Transfer Station's normal operating hours, it shall be the vendor's responsibility to provide a comparable swap container and/or connect to a compactor an appropriate swap container, either from the Town's container inventory, through container rental, or at no cost to the Town if negotiated.

In the event of equipment failure, labor shortage or other reason that the vendor is unable to perform the collection as required, the vendor shall notify the town within two hours of the pickup time. The Town shall provide the vendor with a list of names and phone numbers for the appropriate contact. Failure to notify a Town official and to transport refuse as contracted may be cause for the Town to arrange for alternate means of transport. In such case, an appropriate Town official will attempt to contact the vendor at the emergency telephone number supplied by the vendor to inform the vendor of the alternate arrangement. In such an event, the vendor shall be responsible to reimburse the Town for the cost of the alternate arrangement.

Solid Waste Container Rental

This work consists of providing rental equipment, specifically open-top and closed roll -off solid waste containers of various sizes. Rental equipment does not need to be in new condition. The Town of Readfield will not be responsible for normal wear but will take responsibility for damage caused by or resulting from negligent acts of its employees.

In the event of equipment failure, labor shortage or other reason that the vendor is unable to provide any rental equipment as required, the vendor shall notify the town within two hours of the pickup time. The Town shall provide the vendor with a list of names and phone numbers for the appropriate contact. Failure to notify a Town official and provide rental equipment as contracted may be cause for the Town to arrange for alternate rental options. In such case, an appropriate Town official will attempt to contact the vendor at the emergency telephone number supplied by the vendor to inform the vendor of

the alternate arrangement. In such an event, the vendor shall be responsible to reimburse the Town for the cost of the alternate arrangement.

Vendor Responsibilities – Processing, Disposal and Transportation

Each vendor must present evidence of its ability, experience and reliable equipment to adequately and completely fulfill the tasks within their proposal.

Each vendor shall comply with all local, state and federal laws, regulations, rules and ordinances and shall have all licenses required by same. The vendor shall provide a list of all such licenses and permits. The vendor shall provide a list of all notices of violation, fines and/or settlements set forth by any level of government or other public entity, for any reason, or formal notifications of non-performance by public customers that have been levied against the vendor or the vendor has been a party to since January 1, 2010. Such entities shall include but are not limited to U.S. EPA, Maine DEP, OSHA, Federal Highway Administration, Maine State Police, Maine Department of Transportation, and Maine Department of Labor, or similar departments in other states where processing or disposal is proposed to occur. Failure to disclose such information shall result in disqualification or the vendor and/or contract termination, if such discovery is made following the contract award.

The selected vendor(s) shall work with the Town to ensure a seamless transition from any current vendors to avoid the disruption of any service provided at the Town's Transfer Station.

The selected vendor(s) shall provide information annually that is sufficient to satisfy the Maine DEP reporting requirements or, if no such reporting requirements exist, the quantity by weight of each type of material processed and/or disposed of by the Town.

Vendor Insurance/Indemnification – Processing, Disposal and Transportation (as appropriate)

The selected vendor(s) will be required to obtain and maintain the following insurances throughout the term of the agreement for services, and at the vendor's sole cost and expense, for not less than the insurance coverage levels set forth below:

Coverage	Limits of Liability
Worker's Compensation	\$1,000,000 or Statutory
Comprehensive General Liability	\$1,000,000
Employer's Liability	\$1,000,000
Personal/Bodily Injury Liability	\$1,000,000 Combined Single Limit
Property Damage Liability	\$500,000 Combined Single Limit
Automobile/Vehicle Bodily Injury (if applicable)	\$1,000,000 Combined Single Limit
Automobile/Vehicle Property Damage (if applicable)	\$500,000 Combined Single Limit

The vendor(s) agrees to include the Town as an additional named insured on both the general and vehicle liability policies and provide the Town with evidence of such and any changes thereto. All

insurance premiums shall be paid by the vendor(s) and shall be kept within full force and effect by the vendor(s) during the term of the agreement and for two years thereafter. The vendor(s) shall furnish to the Town certified evidence of all insurance with both the vendor and the town named as loss payees, and a provision that the insurance is non-cancelable except on 10 days written notice to the town.

The vendor(s) shall indemnify, defend, and hold harmless the Town and its respective officers, agents, contractors, subcontractors, volunteers and employees against any and all claims and suits for personal injury and property damage caused by or resulting from the performance of services by the vendor(s) and its subcontractors, if any. Further, the vendor's Worker's Compensation insurer shall waive subrogation rights against the Town and its officers, employees and agents for any and all Worker's Compensation claims, and provide certification of such waiver.

Vendors shall include information in their proposal(s) on a separate sheet labeled **Indemnifications** indicating the expected indemnifications to be provided by the town.

Contract Term(s)

The term for each service shall be as stated in the individual proposal forms, with beginning dates of July 1, 2017. Each proposal must specify any pricing changes during the duration of the contemplated agreement, whether as a percentage or tied to an index that is readily verifiable by the town and beyond the control of the vendor, such as the Consumer Price Index or published market pricing. The proposal shall contain how the vendor proposes to implement any pricing changes, including the date of notification and effective date of increase. The proposal may contain a fuel surcharge clause, with such surcharge also linked to a verifiable index.

Assignment and Successor

All of the terms of this Request for Proposals and subsequent Agreements shall apply to and be binding on any and all vendor subsidiaries or affiliated companies, or a corporate successor upon merger, consolidation, or purchase of the vendor. All terms, conditions and provisions of the RFP and subsequent agreement shall be binding upon the successors, assigns and heirs of the respective parties thereto.

Billing and Payments

Billing shall be done at least monthly and each bill or invoice shall include:

- Gross and tare weight information for each load. [In lieu of weights on each billing slip, a list of tare weights along with a vehicle number may be provided for each vehicle servicing the town, provided the truck number is included on all billing information.]
- Net weight of the material or debris transported or disposed
- Name of processing or disposal facility and copy of weight ticket with number from facility or other approved scale
- Invoice from processing or disposal facility, if applicable

- Date of haul and date of delivery at the processing or disposal facility, if different
- Material disposed (if different from that included in agreements)

Equal Opportunity Assurance

All vendors submitting proposals agree not to discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin or such class as may be protected by law. The vendor shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, religion, color, sex, or national origin or such other class as may be protected by law. Such action shall include, but is not limited to employment, upgrading, demotion, or transfer, recruitment, or recruitment advertising, layoff or termination, rates of pay or other compensation, and selections for training, including apprenticeship.

Termination

If, through any cause, a selected vendor should fail to fulfill in a timely and proper manner the obligations under its proposal and subsequent agreement, or if a vendor should violate any portion of this agreement, and/or disregard laws and/or ordinances, the Town of Readfield will have the right to terminate the agreement with a notice of at least 60 days unless the violations are of such nature that it is in the best interest of the Town to terminate at an earlier time.

All time limits and acts required by this RFP and subsequent agreement are essential to the satisfactory management of materials covered by this RFP and agreement. Should a vendor fail to perform or complete the work required to be done in accordance with this RFP and agreement, it is mutually understood and agreed the public will necessarily suffer damages which will result in additional costs to the Town. The vendor shall be responsible for all such costs.

Agreement

This RFP is part of the agreement to be developed and signed for implementation of the services provided herein except as otherwise exempted in the agreement.

Proposal to Town of Readfield, Maine Transportation of Shingles

Proposal of Troiano Waste Services (hereinafter called "Vendor"),
organized and existing under the laws of the State of Maine doing business as Troiano Waste
Services Inc in the Municipality of South Portland.

To: Town of Readfield

Vendor hereby proposes to perform all services as stated in the RFP package for all services related to the transportation of Shingles in accordance with the RFP and any exceptions or additions as noted in this proposal. By submission of this proposal, the vendor certifies that the proposal has been developed independently, without consultation, communication or agreement as to any matter relating to this proposal with any other proposer, except that a vendor of transportation services may consult with such processing vendors as they deem appropriate. Vendors shall not discuss this proposal with vendors offering the same service. Vendor agrees to commence service as agreed to with the Town of Readfield.

The term of this agreement shall begin on July 1, 2017, and commence through June 30 of 2018, 2020 or 2022, or as otherwise negotiated. Proposals should indicate if better pricing can be provided for some other alternative.

Please complete the following table with your proposed cost to transport shingles from the Town to each of the processing sites noted.

Shingle Pricing (per loaded trip)

Termination Date	Mid-Maine Waste Action Corporation	Re-Energy Lewiston LLC	Waste Management (Norridgewock)	CPRC (Scarborough)	Other
June 30, 2018	\$ 190 ⁻	\$ 200 ⁻	\$ 235 ⁻	\$ 235 ⁻	
June 30, 2020	\$ 196 ⁻	\$ 206 ⁻	\$ 242 ⁻	\$ 242 ⁻	
June 30, 2022	\$ 202 ⁻	\$ 213 ⁻	\$ 250 ⁻	\$ 250 ⁻	

Please indicate on a separate sheet any alternative pricing and any proposals for pricing changes during the term of the agreement.

Please indicate notification time required to schedule additional hauls: 24hrs

Attach a list of all federal, state and local licenses and permits held in the State of Maine, or as the result of Maine operations.

Attach a list of any notice of violations, fines or settlements that relate to any and all federal, state and local licenses and permits in New England states.

Provide the name and location of subcontractors or similar entities which will be used for transportation or other services related to the requested service. Indicate what service they will provide. Use additional sheets, if necessary.

1. _____
2. _____

Please attach a separate sheet containing any indemnifications that the vendor expects from the Town of Readfield.

Proposal Submitted by: Dominic Babine

Title: General Sales Manager

Date: 3-13-17

Primary contact for questions concerning this proposal:

Name: Dominic Babine

Phone: 207 - 767 - 2070

FAX: 207 - 767 - 6156

Email: dbabine@troianowest.com

Operations Phone: 207 - 767 - 2070

Operations Email: dispatch@troianowest.com

Billing Office Phone: 807 767 2070

Billing Office FAX: 207 - 767 - 6156

Billing Office Email: billing@troianowest.com

Emergency Phone: 207 232 8974

Eric Dyer

From: Dominic Babine <DBabine@troianowaste.com>
Sent: Wednesday, March 22, 2017 11:05 AM
To: Eric Dyer
Subject: RE: Readfield Solid Waste RFP Tab

Good Morning Eric,

The Shingle Haul information for Troiano Waste is incorrect. We would bring this to CPRC and only CPRC. The breakdown would be the following:

~~\$190.00 2018~~
~~\$196.00 2020~~
~~\$202.00 2022~~

Sorry for the confusion

Thanks,

Dominic P. Babine
General Sales Manager
Troiano Waste Services, Inc.
Business: 207.767.2070
Fax: 207.767.6156
dbabine@troianowaste.com

Shingle Haul - Transportation of Shingles																			
Vendor	Bid Option	2018					2020					2022					NOTES		
		MMWAC	Re-Energy (Lewiston)	Waste Management (Norridgewock)	CPRC (Scarborough)	Other	MMWAC	Re-Energy (Lewiston)	Waste Management (Norridgewock)	CPRC (Scarborough)	Other	MMWAC	Re-Energy (Lewiston)	Waste Management (Norridgewock)	CPRC (Scarborough)	Other			
ALMIGHTY WASTE						\$ 149.00													Other - Almighty Waste
Bolsters Rubbish Removal				\$ 225.00								\$ 235.00				\$ 250.00			
Casella						\$ 185.00													Other - Pine Tree Waterville
CPRC Group																			
ecomaine						\$ 190.00													
Grimmel Industries						\$ 275.00												\$ 202.00	Other - Riverside
MMWAC																			Other - Grimmel Industries
ReEnergy Lewiston																			
Troiano						\$ 190.00												\$ 202.00	Year 1, Year 2-3, Year 4-5
Waste Management						\$ 295.00												\$ 295.00	
</																			

SERVICE AGREEMENT / CONTRACT

TO: Mr. Glen Hawes
Town of Readfield
8 Old Kents Hill Rd.
Readfield, ME 04355

Date: May 12, 2017

(Hereinafter "Owner")

FROM: CPRC Group, LLC
70 Pleasant Hill Road
Scarborough, ME 04074
Ph: (207)883-3325 Fax (207)883-1121

1. **SCOPE OF WORK:** CPRC Group, LLC. ("Contractor") shall be responsible for performing the following work under this Contract Documents, and for furnishing all labor, equipment, and materials to complete the work as follows:
 - A. We will accept your asphalt shingles at our recycling facility.
 - B. The above is based on Material Exchange Program for the material above. Your Town will not only benefit from recycling their materials, but will also receive 1" Crushed C&R material on a ton for ton basis.
2. **CONTRACT DOCUMENTS:** The Contract Documents shall consist of this Contract, Contractor's Terms and Conditions, any drawings and specifications, and all change orders. These documents form the Contract, and all are as fully part of this Contract as if attached to this Contract or repeated herein.
3. **CONTRACT PRICING:** The Owner shall pay to the Contractor in good and sufficient funds for the performance of the work described in Section 1, subject to additions and modifications by appropriate change order, the contract pricing of \$54.00 per ton tipping fee. (hereinafter the "Contract Pricing"). This price includes the tipping fee with the Town of doing the transportation and using your container or trailer. If recyclable materials are received with excessive amounts of contamination, an additional special-handling fee of \$5.00-\$25.00 per ton shall be charged.
4. **PAYMENT TERMS:** The Owner shall make payment within thirty (30) days from the date of the invoice. Any invoices that are overdue shall bear interest at a rate of 1.5% per month, and Contractor is entitled to recover all costs and attorney fees incurred to collect such unpaid invoices from Owner.
5. **CONTRACT TERM:** The term of this contract shall be extended annually, for a total term of five (5) years if mutually agreed upon by both parties. The price will be subject to an adjustment equal to the Consumer Price Index (CPI), or other such adjustments deemed necessary by CPRC.
6. **COMPLETE AGREEMENT:** The Contract Documents enumerated in Paragraph 2 represent the entire agreement between the parties and supersedes all prior negotiations and representations, whether written or oral. No modification may be made to the Contract Documents unless such modification is made in writing signed by both parties.
7. **TIME OF PROPOSAL.** This proposal is good for thirty (30) days. If Owner has submitted additional or different proposed contractual terms, they are only to be considered proposals unless specifically agreed to in writing by Contractor and specifically incorporated into this Contract.

Jim Hiltner, CPRC Group, LLC

Authorized Signature

Position

Date: _____

Date: _____

Request for Proposals

Town of Readfield

MSW and C&D Processing, Disposal and Transportation

The Town of Readfield is accepting proposals for the transportation and disposal of Municipal Solid Waste (MSW), for the transportation, processing and disposal of Construction, Demolition and Oversized Bulky Wastes (C&D), for the transportation, processing and disposal of Shingles, and for the rental of Solid Waste Containers. This process is being handled as a proposal instead of a formal bid in order to provide potential vendors the opportunity to propose alternatives that best suit their individual capabilities and the Town's objectives.

Background/Scope

The Town of Readfield operates a multi-town Transfer Station serving a combined population of approximately 5,000 year-round residents and thousands of additional summer residents. The facility is located on Recycle Rd. (off North Rd.) in Readfield, at which the usual array of materials are accepted for disposal. Materials are collected at the perimeter of the facility. MSW and SSR are deposited into separate but adjacent 42 or 45 yard roll-off compactor bins. C&D, Metal, Tires, and Shingles are deposited into 40yd or 50yd open-top roll-off containers. Other materials collected on site include tires, universal waste, brush, and clean wood. Estimated tonnages / units for the coming fiscal year (July 1, 2017 - June 30, 2018) are as follows:

MSW	1,380	tons
SSR	290	tons
C&D	320	tons
Shingles	110	tons
Metal	90	tons
Tires	670	units
Universal Waste	1,200	units
Brush	Unknown	
Clean wood	Unknown	

The Town presently has the following arrangements for hauling and tipping:

Vendor	Material	Hauling	Haul to:	Tipping	Contract	Term
Waste Management	MSW	Y	Norridgewock	Y	Y	06/30/2017
Waste Management	CDD	Y	Norridgewock	Y	Y	06/30/2017
Waste Management	Shingles	Y	Scarborough		Y	06/30/2017
CPRC	Shingles			Y	N	
Troiano	SSR	Y	Portland		N	
ecomaine	SSR			Y	Y	06/30/2018
Grimmel Industries	Metal	Y	Topsham	Y	N	
B.D.S.	Tires	Y	Norridgewock	Y	N	
E-Waste	Universal	Y	Auburn	Y	N	

This request is for seven (7) individual proposals. They are:

1. Acceptance and disposal of MSW.
2. Transportation and handling of MSW to the disposal site.
3. Acceptance and disposal of C&D wastes.
4. Transportation and handling of C&D wastes to the processing/disposal site.
5. Acceptance and disposal of Shingles
6. Transportation and handling of Shingles
7. Rental of 40yd or 50yd open-top roll-off containers and 42yd or 45yd compactor containers

Vendors may respond to any of the individual requests but are under no obligation to respond to all seven. The town intends to evaluate all of the submitted proposals and select the vendor or combination of vendors and services determined to be in its best interests.

Process

Questions regarding this RFP shall be emailed to Town Manager Eric Dyer (readfield.tmgr@roadrunner.com). Substantive questions will result in an addendum to the RFP. The answers to other questions will be emailed to all vendors to which proposals are sent and other parties indicating interest in the RFP. This RFP and supporting information will be available on the Town of Readfield website at <http://www.readfield.govoffice.com> under the "Bids/RFPs" section.

Proposals must be submitted in **hard copy** to Eric Dyer, Town Manager, Town of Readfield, 8 Old Kents Hill Road, Readfield, ME 04355, **no later than 2:00p.m. on Friday, March 17, 2017**, at which time the pricing forms shall be read out loud. Proposals shall be submitted in a sealed envelope on which the name of the proposer is printed and clearly marked "Solid Waste and Recycling Proposal".

The Town maintains the right to accept or reject any proposal or portion thereof for any reason. The Town maintains the right to ask vendors questions concerning their proposal, to clarify their proposal(s), and to negotiate with a vendor or vendors prior to making a final decision. Until a vendor is selected, aspects of the proposals other than pricing forms shall remain confidential. A vendor or vendors will be selected on a combination of price, experience, and ability to perform necessary services, and any proposed features provided in the proposal that enhances service to the Town and/or the public, including the availability of additional recycling or waste disposal services not included in this RFP.

Proposals may be withdrawn prior to opening but, once opened, shall remain effective for 30 days.

Additional Information

Vendors may visit the Transfer Station at their own discretion. The vendor shall not rely on any information provided by Transfer Station employees that directly relates to the bid except that vendors may rely on those employees for general information on facility use, operating procedures and times when removal of containers is most convenient. Vendors who believe there are substantial

discrepancies between information provided by Transfer Station employees and this RFP shall report such discrepancies by email to Eric Dyer.

To be considered, vendors must include completed copies of the Proposal Price Forms attached to this RFP. The request is for seven individual proposals, as outlined above. Each Price Form field must be completed unless it is for a service that is not being proposed.

Municipal Solid Waste (MSW) means general solid waste emanating from household and normal commercial sources. Municipal solid waste includes front end process residue from the processing of municipal solid waste.

Construction and Demolition Debris (C&D) means a mix of bulky wastes that typically include such items as wooden, plastic, upholstered, and mixed material furniture, linoleum and Formica type plastics, various types of construction wood when mixed with other bulky wastes, windows, insulation, particle board, pressure treated wood, bulky items, rugs and mattresses. Vendors shall specify the types and quality of C&D that they will accept and list any penalties for the delivery of materials that do not meet their quality requirements. **For this proposal, C&D will also include materials generally categorized as Oversized Bulky Waste (OBW).**

Shingles, as used in this RFP means asphalt based roofing and siding products. This may include "tarpaper". Vendors shall specify the types and quality of recyclables they will accept and list any penalties for the delivery of materials that do not meet their quality or commodity requirements.

Acceptance and Disposal of Municipal Solid Waste

This work consists of furnishing all facilities, labor, tools, equipment, protective clothing, materials, supplies and services necessary to provide for the proper, safe, and environmentally sound disposal of municipal solid waste in accordance with the RFP and an agreement to be negotiated with the selected vendor. The vendor's facilities must be licensed in the state in which they are located and meet all U.S. Environmental Protection Agency regulations. The selected vendor must have the ability to weigh all incoming loads and shall provide weight slips for each. The vendor's facility(ies) must allow for transport vehicles to drop materials efficiently and allow complete emptying of containers. Vendors shall furnish a list of unacceptable wastes. The vendor shall also provide information on contingency arrangements should the primary disposal facility be inoperable. Any additional hauling costs or tipping fees for use of an alternative site shall be at the vendor's expense.

Acceptance and Disposal of C&D and Shingles

This work consists of furnishing all facilities, labor, tools, equipment, protective clothing, supplies and services necessary to provide for the proper, safe and environmentally sound disposal of C&D and shingle materials in accordance with this RFP and an agreement to be negotiated with the selected vendor. The vendor's facilities must be licensed in the state in which they are located and meet all U.S. Environmental Protection Agency regulations. The vendor's responsibilities include:

- Disposal of all C&D and Shingle debris (except as may be generated by a natural disaster or other force major as may place a recognized burden on the vendor to dispose of such debris) in accordance with applicable federal and state laws, regulations and rules.
- Disposal of all C&D and Shingle debris ash if vendor is an energy recovery facility.
- Facilities to weigh all incoming loads, and the provision of a weight slip for each.
- Facilities to allow transportation vehicles to drop waste efficiently and allow complete emptying of containers
- The vendor may choose to process C&D and Shingle debris to remove components from such debris for recycling or reuse.

Disposal vendors must furnish specifications for acceptable wastes at the disposal/processing facility and a detail of surcharges that may apply for specific items. The vendor shall also provide information on contingency arrangements should the primary disposal facility be inoperable. Any additional hauling costs or tipping fees for use of an alternative site shall be at the vendor's expense.

Transportation

This work consists of furnishing all labor, fuel, vehicles, tools, implements, equipment, protective clothing, materials, supplies and services necessary to provide for the proper, safe and environmentally sound transportation of MSW, C&D, and/or Shingles. If a vendor is selected to provide both transport and processing services, it shall identify the primary disposal/processing location for each but may transport to other processing locations of their choice. Vendors shall identify any such location(s) that they may use in the proposal, including identifying multiple locations, if applicable. The selected vendor shall notify the Town if it chooses to transport to a location not noted in its proposal. The transportation cost to any alternative location shall be the same as for the primary location identified in the proposal.

Each vendor shall submit a list of at least three municipal references from municipalities or public organizations that they have provided service to in the past three years. The name and phone number of a contact person shall be provided for each.

Transportation shall include:

- All services shall be performed in a professional, safe and sanitary manner.
- The selected vendor shall clean up any trash/materials resulting from the connecting/disconnecting or loading of containers at the transfer station, spillage during transport, and any trash or material that escapes upon deposit at a processing or disposal site. Should the vendor not clean up any spilled material or cause any action to result in an unclean or odorous condition at the Transfer Station or processing or disposal facility, the vendor shall comply with any request by the Town to rectify the problem within 24 hours.
- The vendor shall ensure that all containers are completely emptied and shall work with the Transfer Station staff to adjust operations should the containers retain significant quantities of materials upon emptying.

- Response time for hauling containers shall not exceed 48 hours from notification unless otherwise specified. Preference will be given to haulers who can commit to a 24 hour turn-around time.
- If surcharges apply to weekend hauling this needs to be noted. Preference will be given to haulers who do not charge weekend premiums.
- The time of removal of containers shall be arranged with the Transfer Station staff (during operating or closed hours). The proposal should contain information on notification and timing required when the town requests additional hauls, such as the amount of notice needed.
- Any damage to the Town's facility, equipment or containers that is caused by the vendor shall be repaired to an equivalent pre-damage standard as existed prior to the damage. Both the town and vendor must agree on the nature, scope and provider of such repairs prior to commencement of them, which will be performed at the vendor's expense. If it is necessary to replace any equipment or containers damaged by the vendor, such replacement units shall be of equal or better quality. The vendor shall also be responsible for any additional costs incurred by the Town for the period during which any equipment or containers are removed from service due to damage caused by the vendor.
- If any container is pulled during the Transfer Station's normal operating hours, it shall be the vendor's responsibility to provide a comparable swap container and/or connect to a compactor an appropriate swap container, either from the Town's container inventory, through container rental, or at no cost to the Town if negotiated.

In the event of equipment failure, labor shortage or other reason that the vendor is unable to perform the collection as required, the vendor shall notify the town within two hours of the pickup time. The Town shall provide the vendor with a list of names and phone numbers for the appropriate contact. Failure to notify a Town official and to transport refuse as contracted may be cause for the Town to arrange for alternate means of transport. In such case, an appropriate Town official will attempt to contact the vendor at the emergency telephone number supplied by the vendor to inform the vendor of the alternate arrangement. In such an event, the vendor shall be responsible to reimburse the Town for the cost of the alternate arrangement.

Solid Waste Container Rental

This work consists of providing rental equipment, specifically open-top and closed roll-off solid waste containers of various sizes. Rental equipment does not need to be in new condition. The Town of Readfield will not be responsible for normal wear but will take responsibility for damage caused by or resulting from negligent acts of its employees.

In the event of equipment failure, labor shortage or other reason that the vendor is unable to provide any rental equipment as required, the vendor shall notify the town within two hours of the pickup time. The Town shall provide the vendor with a list of names and phone numbers for the appropriate contact. Failure to notify a Town official and provide rental equipment as contracted may be cause for the Town to arrange for alternate rental options. In such case, an appropriate Town official will attempt to contact the vendor at the emergency telephone number supplied by the vendor to inform the vendor of

the alternate arrangement. In such an event, the vendor shall be responsible to reimburse the Town for the cost of the alternate arrangement.

Vendor Responsibilities – Processing, Disposal and Transportation

Each vendor must present evidence of its ability, experience and reliable equipment to adequately and completely fulfill the tasks within their proposal.

Each vendor shall comply with all local, state and federal laws, regulations, rules and ordinances and shall have all licenses required by same. The vendor shall provide a list of all such licenses and permits. The vendor shall provide a list of all notices of violation, fines and/or settlements set forth by any level of government or other public entity, for any reason, or formal notifications of non-performance by public customers that have been levied against the vendor or the vendor has been a party to since January 1, 2010. Such entities shall include but are not limited to U.S. EPA, Maine DEP, OSHA, Federal Highway Administration, Maine State Police, Maine Department of Transportation, and Maine Department of Labor, or similar departments in other states where processing or disposal is proposed to occur. Failure to disclose such information shall result in disqualification or the vendor and/or contract termination, if such discovery is made following the contract award.

The selected vendor(s) shall work with the Town to ensure a seamless transition from any current vendors to avoid the disruption of any service provided at the Town's Transfer Station.

The selected vendor(s) shall provide information annually that is sufficient to satisfy the Maine DEP reporting requirements or, if no such reporting requirements exist, the quantity by weight of each type of material processed and/or disposed of by the Town.

Vendor Insurance/Indemnification – Processing, Disposal and Transportation (as appropriate)

The selected vendor(s) will be required to obtain and maintain the following insurances throughout the term of the agreement for services, and at the vendor's sole cost and expense, for not less than the insurance coverage levels set forth below:

Coverage	Limits of Liability
Worker's Compensation	\$1,000,000 or Statutory
Comprehensive General Liability	\$1,000,000
Employer's Liability	\$1,000,000
Personal/Bodily Injury Liability	\$1,000,000 Combined Single Limit
Property Damage Liability	\$500,000 Combined Single Limit
Automobile/Vehicle Bodily Injury (if applicable)	\$1,000,000 Combined Single Limit
Automobile/Vehicle Property Damage (if applicable)	\$500,000 Combined Single Limit

The vendor(s) agrees to include the Town as an additional named insured on both the general and vehicle liability policies and provide the Town with evidence of such and any changes thereto. All

insurance premiums shall be paid by the vendor(s) and shall be kept within full force and effect by the vendor(s) during the term of the agreement and for two years thereafter. The vendor(s) shall furnish to the Town certified evidence of all insurance with both the vendor and the town named as loss payees, and a provision that the insurance is non-cancelable except on 10 days written notice to the town.

The vendor(s) shall indemnify, defend, and hold harmless the Town and its respective officers, agents, contractors, subcontractors, volunteers and employees against any and all claims and suits for personal injury and property damage caused by or resulting from the performance of services by the vendor(s) and its subcontractors, if any. Further, the vendor's Worker's Compensation insurer shall waive subrogation rights against the Town and its officers, employees and agents for any and all Worker's Compensation claims, and provide certification of such waiver.

Vendors shall include information in their proposal(s) on a separate sheet labeled **Indemnifications** indicating the expected indemnifications to be provided by the town.

Contract Term(s)

The term for each service shall be as stated in the individual proposal forms, with beginning dates of July 1, 2017. Each proposal must specify any pricing changes during the duration of the contemplated agreement, whether as a percentage or tied to an index that is readily verifiable by the town and beyond the control of the vendor, such as the Consumer Price Index or published market pricing. The proposal shall contain how the vendor proposes to implement any pricing changes, including the date of notification and effective date of increase. The proposal may contain a fuel surcharge clause, with such surcharge also linked to a verifiable index.

Assignment and Successor

All of the terms of this Request for Proposals and subsequent Agreements shall apply to and be binding on any and all vendor subsidiaries or affiliated companies, or a corporate successor upon merger, consolidation, or purchase of the vendor. All terms, conditions and provisions of the RFP and subsequent agreement shall be binding upon the successors, assigns and heirs of the respective parties thereto.

Billing and Payments

Billing shall be done at least monthly and each bill or invoice shall include:

- Gross and tare weight information for each load. [In lieu of weights on each billing slip, a list of tare weights along with a vehicle number may be provided for each vehicle servicing the town, provided the truck number is included on all billing information.]
- Net weight of the material or debris transported or disposed
- Name of processing or disposal facility and copy of weight ticket with number from facility or other approved scale
- Invoice from processing or disposal facility, if applicable

- Date of haul and date of delivery at the processing or disposal facility, if different
- Material disposed (if different from that included in agreements)

Equal Opportunity Assurance

All vendors submitting proposals agree not to discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin or such class as may be protected by law. The vendor shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, religion, color, sex, or national origin or such other class as may be protected by law. Such action shall include, but is not limited to employment, upgrading, demotion, or transfer, recruitment, or recruitment advertising, layoff or termination, rates of pay or other compensation, and selections for training, including apprenticeship.

Termination

If, through any cause, a selected vendor should fail to fulfill in a timely and proper manner the obligations under its proposal and subsequent agreement, or if a vendor should violate any portion of this agreement, and/or disregard laws and/or ordinances, the Town of Readfield will have the right to terminate the agreement with a notice of at least 60 days unless the violations are of such nature that it is in the best interest of the Town to terminate at an earlier time.

All time limits and acts required by this RFP and subsequent agreement are essential to the satisfactory management of materials covered by this RFP and agreement. Should a vendor fail to perform or complete the work required to be done in accordance with this RFP and agreement, it is mutually understood and agreed the public will necessarily suffer damages which will result in additional costs to the Town. The vendor shall be responsible for all such costs.

Agreement

This RFP is part of the agreement to be developed and signed for implementation of the services provided herein except as otherwise exempted in the agreement.

Proposal to Town of Readfield, Maine Acceptance, Processing and Disposal of Shingles

Proposal of CPRC Group, LLC (hereinafter called "Vendor"),
organized and existing under the laws of the State of Maine doing business as CPRC MANAGEMENT, LLC
in the Municipality of Scarborough.

To: Town of Readfield

Vendor hereby proposes to perform all services as stated in the RFP package for all services related to the processing of Shingles in accordance with the RFP and any exceptions or additions as noted in this proposal. By submission of this proposal, the vendor certifies that the proposal has been developed independently, without consultation, communication or agreement as to any matter relating to this proposal with any other proposer, except that vendors not offering transportation services may consult with such transportation vendors as they deem appropriate. Vendor agrees to commence service as agreed to with the Town of Readfield.

The term of this agreement shall begin on July 1, 2017, and commence through June 30 of 2018, 2020 or 2022, or as otherwise negotiated.

Shingle Pricing

Termination Date	Revenue (per ton)	Cost (per ton)	Pricing Index (if any)
June 30, 2018	—	56.00	2.5%
June 30, 2020	—	55.00	2.5%
June 30, 2022	—	54.00	2.5%

Please indicate on a separate sheet any alternative pricing and any proposals for pricing changes during the term of the agreement.

Please indicate the name and location of the primary processing facility: CPRC
70 Pleasant Hill Rd, Scarborough, ME 04074

Attach a list of all federal, state and local licenses and permits held in the State of Maine, or as the result of Maine operations.

Attach a list of any notice of violations, fines or settlements that relate to any and all federal, state and local licenses and permits in New England states.

Provide the name and location of subcontractors or similar entities which will be used for other services related to the requested service. Indicate what service they will provide. Use additional sheets, if necessary.

1. _____
2. _____
3. _____

Please attach a separate sheet containing any indemnifications that the vendor expects from the Town of Readfield.

Please attach a separate sheet explaining the educational/informational program that you would carry out for the Town of Readfield, and attach to it samples of materials used.

Proposal Submitted by: _____

Title: _____

Date: _____

Primary contact for questions concerning this proposal:

Name: _____

Phone: _____

FAX: _____

Email: _____

Operations Phone: _____

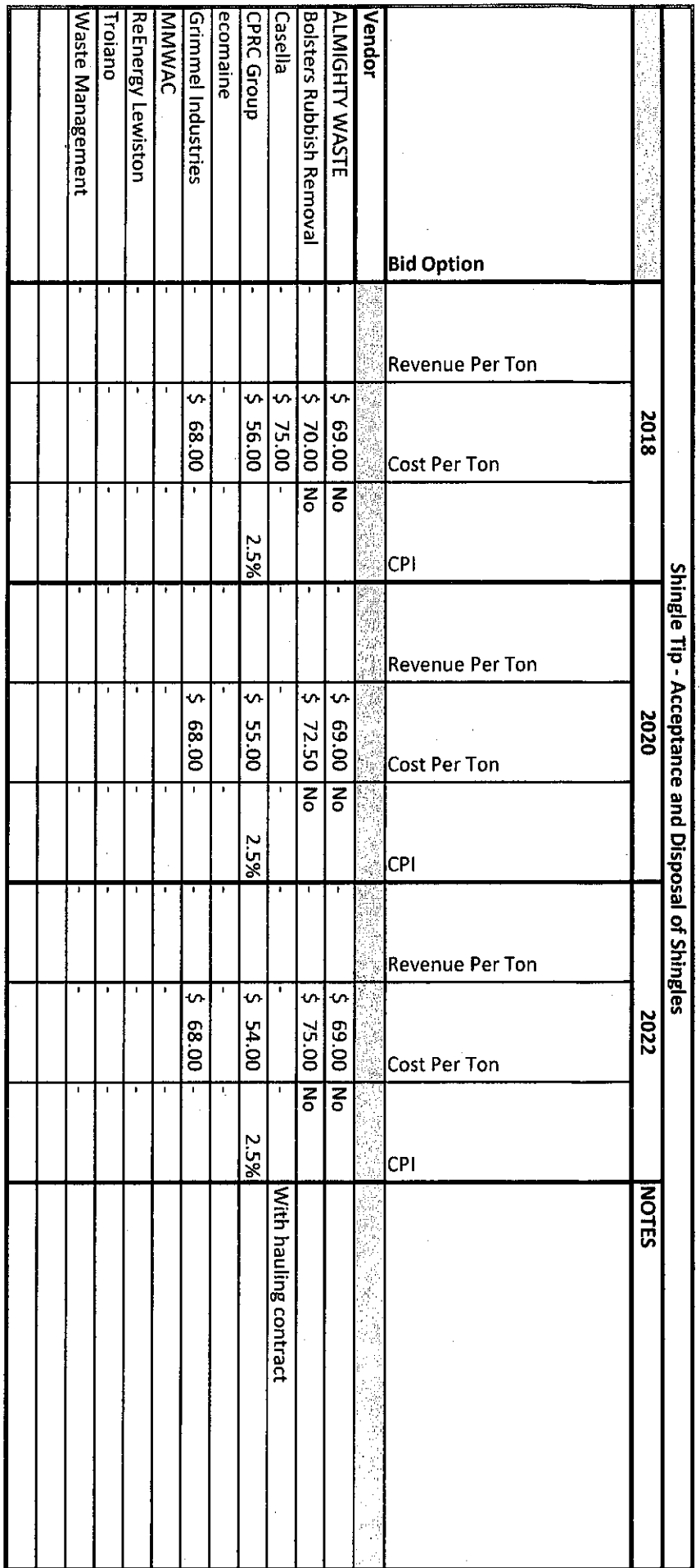
Operations Email: _____

Billing Office Phone: _____

Billing Office FAX: _____

Billing Office Email: _____

Emergency Phone: _____



Eric Dyer

Readfield Select Board

June 12, 2017

Item # 17-212

From: Howard Lake <HLake@lakedenison.com>
Sent: Wednesday, May 17, 2017 11:13 AM
To: 'readfield.tmgr@roadrunner.com'
Cc: Michelina Gerry
Subject: Pauline Kendall Estate
Attachments: Municipal QuitClaim Deed.doc

Dear Eric-

As you know the taxes on this property have been paid in full and a discharge signed and recorded by the town. However, due to the payment of tax more than 18 months from the recording of the lien, a municipal quitclaim deed is required to clear title.

I attach a Quit Claim deed for the selectmen to sign. I would appreciate your getting this executed and back to me for recording.

Let me know if you have any questions.

Thanks for your help.

Howard

R. Howard Lake
Lake & Denison, LLP
258 Main Street
P.O. Box 67
Winthrop, ME 04364
(207)377-6953 phone
(207)377-5114 fax
hlake@lakedenison.com
www.lakedenison.com

MUNICIPAL QUITCLAIM DEED

KNOW ALL MEN BY THESE PRESENTS,

THAT **the Inhabitants of Town of Readfield**, a body corporate and politic, located at Readfield, Maine, in the County of Kennebec, and State of Maine, for consideration paid, release to **BRETT A. ROBERTS** of 26 Carr Hill Road, Mount Vernon, Maine, 04352, the receipt whereof it does hereby acknowledge, does hereby remise, release, bargain, sell and convey, and forever quitclaim unto the said **BRETT A. ROBERTS**, his heirs and assigns forever, all its right, title and interest in and to the following described real estate situated at Readfield, in the County of Kennebec, State of Maine, and more particularly described as Map 141, Lot 24, on the Town of Readfield tax maps. The purpose of this deed is to release any and all rights which the grantor may have acquired by virtue of the following tax liens which were imposed against the property and recorded in said Registry:

Book 12089, Page 199 dated August 31, 2015

TO HAVE AND TO HOLD the same, together with all the privileges and appurtenances thereunto belonging to the said Brett A. Roberts, his heirs and assigns forever.

IN WITNESS WHEREOF, the said Inhabitants of Readfield have caused this instrument to be sealed with its corporate seal and signed in its corporate name by its Board of Selectmen this _____ day of _____, 2017.

SIGNED, SEALED AND DELIVERED
IN PRESENCE OF

Inhabitants of Town of Readfield

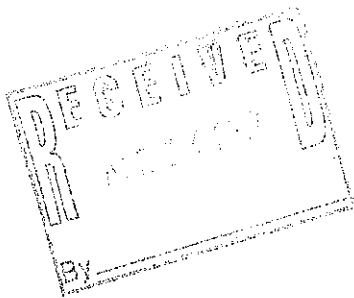
By: _____
_____, Selectman

By: _____
_____, Selectman

2017

_____, _____, and _____

Notary Public
(Type Name below line)



LAKE & DENISON, LLP
Attorneys at Law
258 Main Street, PO Box 67
Winthrop, ME 04364-0067

R. HOWARD LAKE, ESQ.
MARY A. DENISON, ESQ.
MARGARET C. KENNEY, ESQ.

WILLIAM F. HUFNAGEL, ESQ.
(1940 - 1998)

TELEPHONE

(207) 377-6953

FAX

(207) 377-5114

e-mail: info@lakedenison.com

Web site: www.lakedenison.com

April 10, 2017

Town of Readfield
Attn: Tax Collector
P O Box 97
Readfield, ME 04355

Re: Estate of Pauline Kendall to Roberts
Sale of property located at 195 Stanley Road, Readfield, Maine
Tax Map 141, Lot 24

Dear Ladies and Gentlemen:

Due to the payment of tax lien dated and recorded on August 31, 2015, recorded in the Kennebec County Registry of Deeds at Book 12089, Page 199 was made March 3, 2017, which is more than 18 months from the recording of the tax lien, a municipal quitclaim deed is required.

Further, the property has been subsequently been conveyed by the Estate of Pauline Kendall to Brett A. Roberts (copy attached) as a Personal Representative Deed of Sale, which is not a warranty deed, therefore the municipal quitclaim deed should be conveyed to Brett Roberts.

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Michelina Gerry
Real Estate Paralegal
Encl.
/mg

TRANSFER
TAX
PAID

OPR BK 12550 PGS 140 - 142 03/08/2017 09:27:14 AM
INSTR # 2017004553 # OF PAGES 3
ATTEST: BEVERLY BUSTIN-HATHEWAY
REGISTER OF DEEDS KENNEBEC COUNTY, ME

DEED OF SALE BY PERSONAL REPRESENTATIVE

LORRAINE TRUE, of Mount Vernon, Maine, duly appointed and acting Personal Representative of the Estate of PAULINE KENDALL, deceased (testate), as shown by the probate records of Kennebec County, Maine, Probate Docket No. 2011-0091, (and having given notice to each person succeeding to an interest in the real property described below at least ten (10) days prior to the sale) by the power conferred by the Probate Code, and every other power, for consideration paid grant to **BRETT A. ROBERTS**, of 26 Carr Hill Road, Mount Vernon, Maine, the real property in Readfield, County of Kennebec, State of Maine, bounded and described as follows:

PARCEL ONE: A certain lot or parcel of land situated in Readfield, in the County of Kennebec and State of Maine, together with the buildings thereon, bounded and described as follows:

Commencing on the westerly side of the Stanley Road, so-called, at the southeasterly corner of land formerly of one Dudley, now or formerly owned or occupied by Burton Williams; thence in a southerly direction on said road one hundred feet (100'); thence in a westerly direction parallel to the southerly line of said Williams one hundred feet (100') and along the line of land now or formerly of one Rankin; thence in a northerly direction along the line of land now or formerly of said Rankin one hundred feet (100'), said line being parallel with said Stanley Road and running to the southerly line of said Williams; thence easterly along said Williams to the point of beginning.

Meaning and intending to convey the premises from deed of Enrique and Mary Ann Elliot Rico to Pauline Kendall and Marjorie Thurston, as joint tenants, dated April 18, 1970 and recorded in Kennebec County Registry of Deeds at Book 1516, Page 740. Marjorie Thurston having predeceased Pauline Kendall on June 27, 1999, leaving Pauline Kendall as surviving joint tenant.

PARCEL TWO: Also, another certain parcel of land situated in the Town of Readfield, County of Kennebec and State of Maine, situated on the westerly side of the Stanley Road, the boundaries of which are more particularly located and described as follows:

③ Loko & Denison

Beginning at a 5/8 inch diameter reinforcing bar in the westerly line of the Stanley Road, at the southeasterly corner of the parcel of land described in the conveyance to Pauline Kendall and Marjorie Thurston, deed recorded at Book 1516, Page 740, Kennebec County Registry of Deeds;

Thence on a bearing oriented to Magnetic North, observed June 2007, South 28° 09' 36" West 22.09 feet along the westerly line of the Stanley Road;

Thence North 61° 50' 24" West 99.28 feet through the parcel of land described in the conveyance to Mark E. Soisson and Pamela T. Soisson, deed recorded Book 10767, Page 86, Kennebec County Registry of Deeds;

Thence North 28° 09' 36" East 34.10 feet through the parcel of land described in the conveyance to Mark E. Soisson and Pamela T. Soisson, to the southwesterly corner of the parcel of land described in the said conveyance to Pauline Kendall and Marjorie Thurston;

Thence South 54° 56' 19" East 100.0 feet along the southerly line of the parcel of land described in the conveyance to Pauline Kendall and Marjorie Thurston to the point of beginning, containing 2,789 square feet.

Reinforcing bars are described as set are 5/8 inch diameter with plastic identification caps inscribed with the name and license number of the surveyor.

The above description is based upon a Boundary Survey of Property of The Ruth C. Rankin Revocable Living Trust by Paul H. Ruopp, Jr., PLS, Monmouth, Maine, further reference being made to survey and plan of Boundary Survey, Property of Ruth C. Rankin Revocable Living Trust, dated August 22, 2007, revised June 17, 2011, as part of this description.

Meaning and intending to convey the premises described in deed of Mark E. Soisson and Pamela T. Soisson to Estate of Pauline Kendall, Lorraine True, Personal Representative, dated March 12, 2012 and recorded in the said Registry at Book 10983, Page 321.

Witness my hand and seal this 2 day of March, 2017.

Estate of Pauline Kendall

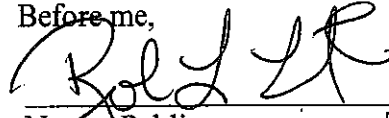
By: Lorraine True
Lorraine True, Personal Representative

STATE OF MAINE
COUNTY OF KENNEBEC

March 2, 2017

Personally appeared the above named Lorraine True, Personal Representative of the Estate of Pauline Kendall, and individually, and acknowledged the foregoing to be her free act and deed and her free act and deed in her said capacity.

Before me,



Notary Public

(Type or print name)

ROBIN L. LINT
NOTARY PUBLIC, MAINE
MY COMMISSION EXPIRES

5-22-2017

LD/mg
T-4300

Readfield Select Board
June 12, 2017
Item # 17-213

From: Dale M. Clark [<mailto:dmclark1@roadrunner.com>]
Sent: Wednesday, May 31, 2017 10:11 AM
To: 'Eric Dyer'
Subject: RE: circa sign order form

I just remembered I would send my recommendation for the town hall. Thinking it would be most descriptive in this way:

District #5 School House circa 1832

Asa Gile Hall circa 1860

First floor was the school and second floor Gile Hall but too much to put all that on the sign, I think. Since we always called it "the Brick School" it could also be something like this, or a variation thereof:

District #5 Brick School circa 1832

Asa Gile Hall (2nd story) circa 1860

Let me know if input / questions,
Dale