

Readfield Select Board Regular Meeting Minutes – October 15, 2018

Select Board Members Present: John Parent, Christine Sammons, and Kathryn Woodsum

Excused Absence: Bruce Bourgoine and Dennis Price

Others Attending: Eric Dyer (Town Manager), Kristin Parks (Board Secretary), William Starrett (Channel 7), Grace Keene, Charles Bergman, Pamela Osborn, Deb Doten, Jeffrey Carlson, Anna Carll (Cemetery Sexton)

Regular Meeting of Readfield Select Board

Mrs. Sammons called the Select Board meeting to order at 6:34 pm.

- **19-033 – Minutes: Select Board meeting minutes of September 10, 2018**
 - **Motion** made by Mrs. Woodsum to approve the Select Board meeting minutes of September 10, 2018 as presented, **second** by Mr. Parent. **Vote** 3-0 in favor.
- **19-034 – Warrants #12-17 (FY19)**
 - Mrs. Woodsum reviewed Warrants #12, 12A, 12B, 13, 14, 14A, 14B and 15
 - Mr. Parent reviewed Warrants #16, 16A, 16B and 17 (FY19)
 - **Motion** made by Mrs. Woodsum to approve Warrants #16, 16A, 16B and 17 (FY19) in the amount of \$329,642.57, **second** by Mrs. Sammons. **Vote** 3-0 in favor.

Communications

- **Select Board Communications**
 - Mrs. Woodsum: Road Stripping and Transfer Station are looking amazing.
 - Mrs. Sammons: Truck or Treat at Union Meeting House parking lot from 5:00-7:30pm on October 31st. Need volunteers to fill their trunks. No parking on Church Road, parking at ball fields or town office.
 - Mrs. Sammons: Veterans Day Celebration is on Saturday, November 10th starting at 10:00am at the Readfield Corner Cemetery and down to the Town Office. Third Main will be there again. Lunch will be served at the Readfield United Methodist Church in Kents Hill at noon.
- **Town Staff Reports**
 - Mr. Dyer went over the Town Manager report dated October 15, 2018.
 - Mr. Dyer went over the September 2018 Treasurers Report.
- **Boards, Committees, Commissions & Departments**
 - Age Friendly Committee meeting of July 11, 2018
 - Cemetery Committee minutes of June 20 and July 11, 2018
 - Library Board minutes of July 24, 2018
 - Trails Committee minutes of July 24, 2018
 - Cobbossee Watershed District minutes of September 11, 2018
 - Thank you for submitting your minutes*
- **Public Communications - Members of the public may address the Select Board on any topic**
 - None

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Appointments, Reappointments and Resignations:

- **19-025 – Consider the appointment of Charles “Ed” Bergman to the Planning Board**
 - Charles “Ed” Bergman was present for his appointment and gave a brief introduction.
 - **Motion** made by Mrs. Woodsum to appoint Charles “Ed” Bergman to the Planning Board for a term starting tonight and ending June 30, 2023. **Second** by Mr. Parent. **Vote** 3-0 in favor.
- **19-035– Consider the appointment of Clifford Buuck to the Readfield Enterprise Committee**
 - Clifford Buuck did not need to be present for this appointment.
 - **Motion** made by Mr. Parent to appoint Clifford Buuck to the Readfield Enterprise Committee for a term starting tonight and ending June 30, 2021. **Second** by Mrs. Woodsum. **Vote** 3-0 in favor.
- **19-036– Consider the appointment of Jeffrey Carlson to the Rec Committee**
 - Jeffrey Carlson was present for his appointment and gave a brief introduction.
 - **Motion** made by Mrs. Woodsum to appoint Jeffrey Carlson to the Recreation Committee for a term starting tonight and ending June 30, 2021. **Second** by Mr. Parent. **Vote** 3-0 in favor.

Old Business

- **19-031 – Consider a Loan Agreement and other documents relating to borrowing for the Maranacook Lake Outlet Dam project**
 - Mr. Dyer went over the final loan documents of the General Obligation Bond for the Maranacook Lake Outlet Dam project in the amount of \$160,000.00.
 - **Motion** made by Mrs. Woodsum to authorize the town manager to sign the necessary documents and affix the appropriate seals along with the town clerk signing the required documents, **Second** by Mr. Parent. **Vote** 3-0 in favor.

New Business:

- **19-037 – Consider a first reading of new and revised cemetery Policies and Regulations**
 - Anna Carll gave a brief introduction of the new Town of Readfield Cemetery Policies handbook that the Cemetery Committee has worked extremely hard on to make an easier format for anyone to read.
 - Mrs. Woodsum suggested having a caption on where the location of the stone is on the cover.
 - Mr. Parent asked if there was any property owned by the town abutting the cemeteries that are full to expand more if needed.
 - Deb Doten spoke that the committee spent a lot of time on focusing on the laws and regulations.
 - Discussion on “Green Burials” cemetery in the future.
 - Discussion on grave decorations and if lights are allowed or not allowed.
 - Select Board agrees for cemetery committee to go ahead and complete for a second reading.

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- **19-038 – Consider bids for the Holder tractor/sidewalk machine**
 - Received 2 bids for the Holder Tractor. One from Matt Scruton in the amount of \$10,557.55 and the other from Barry Moses in the amount of \$5,678.90. Suggested by Town Manager to go with the highest bidder, Matt Scruton. A \$5,000.00 reserve was set. A date and time will be set up for pick up and payment.
 - **Motion** made by Mrs. Woodsum to award the bid to Matt Scruton of Rochester, NH for the amount of \$10,557.55, **Second** by Mr. Parent. **Vote** 3-0 in favor.
- **19-039 – Initiate the process for the Town Manager annual review**
 - Mr. Bourgoine will be getting in touch with the Select Board. Will be the same process as last year. Have a timeline of middle of November.

Motion made by Mrs. Woodsum to adjourn the meeting at 7:37 pm, **second** by Mr. Parent. **Vote** 3-0 in favor.

Minutes submitted by Kristin Parks, Board Secretary