

## **Readfield Select Board**

### **Regular Meeting Minutes – Monday, January 6, 2020**

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**Select Board Members Present:** Bruce Bourgoine, Ralph Eno, Dennis Price, Christine Sammons and Kathryn Woodsum

**Others Attending:** Eric Dyer (Town Manager), William Starrett (Channel 7), Kristin Parks (Board Secretary), David Trunnell

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

- **20-055 – Minutes: Select Board meeting minutes of December 9 & 19, 2019**
  - **Motion** made by Mrs. Woodsum to approve the Select Board meeting minutes of December 9, 2019 as presented, **second** by Mrs. Sammons. **Vote** 5-0 in favor.
  - **Motion** made by Mrs. Woodsum to approve the Select Board meeting minutes of December 19, 2019 as presented, **second** by Mrs. Sammons. **Vote** 5-0 in favor.
- **20-056 – Warrants #27-30 (FY20)**
  - Mr. Eno reviewed Warrants #27-28 (FY20)
  - Note: Warrants 27 & 28 are switched around.
  - **Motion** made by Mrs. Woodsum to approve Warrant #27/Payroll (FY20) in the amount of \$13,878.06, **second** by Mrs. Sammons. **Vote** 5-0 in favor.
  - **Motion** made by Mr. Eno to approve Warrant #28/Vendors Warrant (FY20) in the amount of \$26,568.33, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.
  - Mr. Price reviewed Warrants #29-30 (FY20)
  - **Motion** made by Mrs. Woodsum to approve Warrants #29-30 (FY20) in the amount of \$387,323.97, **second** by Mr. Eno. **Discussion:** Auditor is almost finished. **Vote** 5-0 in favor.

### **Communications**

- **Select Board Communications**
  - Mrs. Sammons: – Her mother was “tickled to death” for the plaque sent over for the Boson Post Cane award.
  - Mr. Price: With the New Year he is hoping to be back on the Select Board for this coming year. Starting in February it will be 6 months away from 2020 Heritage Days; stay involved, taking all the feedback received and starting the planning process for this coming year.
  - Mrs. Woodsum: Looking at the calendar and noticed the workshop in October to discuss Parks & Recreation and it has not been held yet and was checking to see where we are at with that.
  - Mrs. Woodsum: Snow removal well done and staff is doing a great job.
  - Mr. Eno: Heritage days very successful with Dennis running the show. He has concerns of upcoming legislative items; revaluation and public schools surpluses.
- **Staff Reports**
  - Mr. Dyer went over his Town Manager Report dated January 6, 2020
  - Treasurers Report passed out but not reviewed at meeting.
- **Boards, Committees, Commissions & Departments**
  - Board of Appeals meeting minutes of January 10, 2019 & Decision of December 4, 2019
  - Cemetery Committee minutes of November 20, 2019

*Thank you for submitting your minutes*

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- **Public Communications** - *Members of the public may address the Select Board on any topic*
  - David Trunnell – Item 1: Development of contingency procedure if historical assets come up for need of rescue; Item 2: Urge the Select Board to come back to elderly and low income housing in town; Item 3: February schedule of committee leaders meeting; edit memo before it goes out.

### Appointments, Reappointments and Resignations:

- **20-057 – Consider the appointment of Maureen Kinder to the Library Board of Trustees**
  - **Motion** made by Mrs. Woodsum to appoint Maureen Kinder to the Library Board of Trustees for a term starting tonight and ending 6-30-2022, **second** by Mrs. Sammons. **Vote** 5-0 in favor.

### Old Business:

- **20-054 – Consider the Town Manager annual review & contract renewal**
  - Mr. Bourgoine: Great review and great feedback from all those who participated.
  - **Motion** made by Mr. Bourgoine to approve the Employment Agreement and Contract for town manager with Eric Dyer, beginning this year and going forward for 3 years, with renewal each year. **Second** by Mrs. Woodsum. **Discussion:** Thank you to Eric Dyer and to all those who were involved in the review by the Select Board. **Vote** 5-0 in favor.

### New Business:

- **20-058 – Conduct the review of upcoming workshop and public hearing topics**
  - Mr. Bourgoine reviewed goals for this year; looking at workshops for local food farms ordinance, cannabis and parks & recreation. Promote the workshops to help for better attendance. Suggested to have a “workshop night” and all during one meeting. Work on the ordinance ones first due to time restraints. Monday, February 10 for workshop on cannabis and local food farms ordinance. Mr. Bourgoine to work on parks and recreation to get the process started.
- **20-059 – Consider an increase in Commercial Hauler License Fees from \$75 to \$100**
  - Review by Mr. Dyer on updated 2020 Commercial Haulers Annual Permit application with fee increasing from \$75.00 to \$100.00.
  - **Motion** made by Mrs. Woodsum to increase the commercial hauler fee from \$75.00 to \$100.00 per year effective immediately, **second** by Mrs. Sammons. **Vote** 5-0 in favor.
- **20-060 – Consider the purchase of a replacement backhoe for the Transfer Station**
  - Review by Mr. Dyer and informational memo in packet. Looking at 3 different types of backhoes through 3 different providers. Mr. Dyer asking Select Board to take into fact the following 4 items: 1) To sell or trade the current backhoe; 2) To work with one of the three providers offering quotes to purchase a new backhoe; 3) To utilize our Backhoe Reserve (currently \$30,260.40) as an initial payment; and 4) To secure financing for the balance through a (likely 60-month) lease purchase agreement.

**Motion** made by Mrs. Sammons to extent meeting to 8:15pm, **second** by Mr. Price. **Vote** 5-0 in favor

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- Discussion and questions amongst the Select Board on lease purchase proposal/schedule and different backhoes and products.
- **Motion** made by Mr. Price to suspend the purchasing policy in this case as instructed by the Town Manager and give Mr. Dyer the authority to: 1) To sell or trade the current backhoe; 2) To work with one of the three providers offering quotes to purchase a new backhoe; 3) To utilize our Backhoe Reserve (currently \$30,260.40) as an initial payment; and 4) To secure financing for the balance through a (likely 60-month) lease purchase agreement, **second** by Mr. Eno.  
**Discussion:** Staff to do complete through investigation before making any purchase. **Vote** 5-0 in favor.

- **20-061 – Consider the format and timing of the Annual Chairs Meeting**

- Mrs. Woodsum would like to see a different format/agenda/guidance.
- Mr. Price suggested the chairs of committees share the mission statements of their committees.
- Mr. Dyer to send out committees mission statements along with the agenda.
- Discussion on Comprehensive Plan and how committees factor into the plan.
- Meeting will be set for a date in April

**Motion** made by Mr. Price to adjourn the meeting at 8:13 pm, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.

*Minutes submitted by Kristin Parks, Board Secretary*