

## Readfield Select Board Regular Meeting Minutes – Monday, February 3, 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), Thomas W. Perkins, Sean Keegan, Eric Labbe, Pamela Osbourne, Grace Keene, Sandra Rourke, Lee Mank

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

- **20-068 – Minutes: Select Board meeting minutes of January 21, 2020**
  - **Motion** made by Mrs. Woodsum to approve the Select Board meeting minutes of January 21, 2020 as presented, **second** by Mrs. Sammons. **Vote** 5-0 in favor.
- **20-069 – Warrants #33-34 (FY20)**
  - Mr. Price reviewed Warrants #33-34 (FY20)
  - **Motion** made by Mr. Price to approve Warrants #33-34 (FY20) in the amount of \$431,760.45, **second** by Mrs. Woodsum. **Discussion:** All money towards JCB Backhoe was all money in reserve account, no new money. **Vote** 5-0 in favor.

### Communications

- **Select Board Communications**
  - Mr. Price: Upcoming Heritage Meeting, Sunday, February 23 at 1:00 pm at Giles Hall. Interested in planning or helping out, contact Dennis or come to the meeting.
- **Staff Reports (Oral Report)**
  - JCB Backhoe should be delivered next week.
  - Concluding interviews for Transfer Station position and wrapping the process up this week.
  - Received draft audit for past fiscal year, February 18<sup>th</sup> Select Board meeting for auditors to present to the Select Board.
  - Work at the Town Office to both bathrooms has been started; Phase 1 of ADA accessibility plans/ADA automatic doors have started.
  - Town Office & Library will be closed on February 17<sup>th</sup> for Presidents Day.
  - Two important hearings for ordinances/potential ordinances coming up on Monday, February 10 starting at 6:30 pm; Food Sovereignty Ordinance & Adult Use and Medical Marijuana Opt-in.
- **Boards, Committees, Commissions & Departments**
  - Solid Waste and Recycling Committee minutes of July 10 and October 16, 2019
  - Trails Committee minutes of November 26, 2019
  - Cemetery Committee minutes of December 18, 2019

*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:

- **20-070 - Consider the resignation of Jim Schmidt from the Planning Board**
  - **Motion** made by Mrs. Woodsum to accept the resignation of Jim Schmidt from the Planning Board with regrets, **second** by Mr. Eno. **Vote** 5-0 in favor.
  - Stephanie Donaldson put in appointment application for Conservation Commission; gave a brief introduction. Need to get appointment paperwork/add to agenda and approve next meeting.

#### Old Business:

- **20-065 – Consider proposals for the Fire Station Expansion and Library Roof Projects**
  - Review/Update by Mr. Dyer; Review of memo included in packet. Set two major priorities during the proposal process; Cost/Financial: Base Proposals and Alternates & Qualifications: References, Equipment and Subcontractors. Two proposals under the budget from S.J. Wood and Blane-Casey. Given the financial picture, the discussion previously presented and careful considerations of the Proposers it is the recommendation that S.J. Wood be selected as the preferred Proposer while keeping the best interest to the town through the entire process.
  - No public comments.
  - Lee Mank; Fire Chief: Currently have \$25,000 in Fire Department Association savings account to be donated towards the expansion plus the yearly donation letter will be going out with a few other fundraising/donation opportunities.
  - Mr. Eno: Feels a very clean process in the way the proposal process went.
  - Discussion on alternates 2, 4 & 5 and available funding in FY21, put an actual amount of \$17,044.00 and work with the FY21 budget.
  - Tom Perkins of Dirigo: Feels very detailed plans for the contractor to complete the work. Contingency is the minimal amount requested. Not sure what could happen during the project or risks that may arise during construction work.
  - **Motion** made by Mrs. Woodsum to accept the bid proposal received from S.J. Wood as the preferred proposal approving their base proposal along with alternatives 1 & 3 and their recommended variances sum of \$744,178 and a final contract document be developed and executed. Additionally accepting alternates 2, 4 & 5 in the amount of \$17,044 shall be accepted pending future funding in FY21, **second** Mr. Eno. **Vote** 5-0 in favor.

Two minute break

- **20-067 – Consider Commercial Hauler License Renewals**
  - Received 2 additional hauler license renewals for 2020; James Diamond & Simmons Trucking.
  - **Motion** made by Mrs. Woodsum to approve the 2020 hauler permits for James Diamond & Simmons Trucking pending final submission of paperwork, **second** by Mr. Eno. **Vote** 5-0 in favor.

#### New Business:

- **20-071 – Review the Ad-hoc Parks Commission organizational document**
  - Included in packet is original memo dated March 3, 3017; Purpose & Authority, Organization & Administration and Tasks.

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- Discussion amongst Select Board on the make-up, membership and coordination of efforts.
- Sean Keegan: Recreation member; never heard of the Parks Commission but feels it may be a good idea and does have interests in learning more.
- Mr. Bourgoine: Ask to reconvene the Ad-hoc Parks Commission and re-invite members.
- Mr. Eno: Suggested to get the missions statements from all groups and combine into one. Get input from everyone.

- **20-072 – Discuss funding and management for the Readfield Beach**

- Update by Mr. Dyer. Biggest issue is funding. Review of History of Readfield Beach timeline.
- Sean Keegan on behalf of recreation board. Agrees with the town and they really want to get membership numbers up, updates to the facilities and programs available to the community.
- Discussion on resources, funding, adequate facilities and user fees of the use for the Readfield Beach amongst Select Board.
- Mr. Dyer and Sean Keegan to meet for further planning and discussion on budget development and bring back to the Select Board for the future of the Readfield Beach. Details from Sean & Readfield Recreation of details of what they need for the upcoming season to get things going.

**Motion** made by Mrs. Woodsum to extend the meeting by 15 minutes, **second** by Mr. Price. **Vote** 5-0 in favor.

- **20-073 – Consider the poverty abatement application reviewed in executive session**

- **Motion** made by Mrs. Woodsum to deny the application for abatement that was discussed in the executive session, **second** by Mr. Eno. **Vote** 5-0 in favor

- **20-074 – Consider pending real estate foreclosures and review the waiver process**

- The town has followed through the required process and does not recommend any foreclosures be waived at this time. Tabled until next meeting.

- **20-075 – Conduct a review of the second draft FY21 Municipal Budget**

- Second draft with changes of the FY2021 Budget. Review of the Summary of Budget Sheet Summary Revision History that is included in the packet. MIL Rate is to be almost identical to last years. Still in range of a flat budget for the town. RSU38 and Select Board to meet March 11.
- Increase in PEG equipment. Updates within the next few years to technology equipment and to switch over to digital.
- Discussion amongst the Select Board on the FY21 budget and changes to the budget.

- **20-076 – Consider entering into union contract negotiations**

- **Motion** made by Mrs. Woodsum for the Select Board chair to send a letter to enter into negotiations with the Town Staff, **second** by Mrs. Sammons. **Vote** 5-0 in favor.

**Motion** made by Mrs. Woodsum to adjourn the meeting at 8:43 pm, **second** by Mrs. Sammons. **Vote** 5-0 in favor.

*Minutes submitted by Kristin Parks, Board Secretary*