

Readfield Select Board

Regular Meeting Minutes – Monday, March 30, 2020

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), William Godfrey

Excused Absence: Kristin Parks (Board Secretary)

Note: Several others listening in on meeting via Phone/Zoom. All votes by Select Board are done by roll call.

Mr. Bourgoine called the Select Board meeting to order at 6:30 pm followed by a moment of silence for Kenneth Clark.

- **20-102 – Discuss the local COVID-19 response and activation of the Emergency Operations Plan**
(Taken out of order under New Business)
 - **Motion** made by Mr. Bourgoine that the Town of Readfield Emergency Operations Plan is hereby activated effective March 15, 2020 for the duration of the current coronavirus emergency until officially rescinded, **second** by Mrs. Woodsum. **Discussion:** Have been operating under it since March 15, 2020. This is an unusual situation and don't plan on having an emergency operations center but does allow the town to coordinate with state and federal agencies. This helps down the line if any potential reimbursements may come about then the town will be able to say that as of March 15, 2020 we were operating under the E.O.P and able to apply. Also makes it so town officials can operate under emergency plans. **Vote** 5-0 in favor.
 - **Motion** made by Mr. Bourgoine that during the period of declared Maine State of Emergency and for thirty (30) days afterwards disbursement warrants may be signed by a majority of municipal officers (Select Board) individually with no public meeting required per the COVID-19 emergency as currently enacted into law, all warrants shall continue to be posted online as current practice, **second** by Mr. Price. **Discussion:** Practice social distancing while warrants are signed. **Vote** 5-0 in favor.
- **20-099 – Minutes: Select Board meeting minutes of March 16, 2020**
 - Tabled until next meeting
- **20-100 – Warrants #41-42 (FY20)**
 - Mr. Price reviewed Warrants #41-42 (FY20)
 - **Motion** made by Mr. Price to approve Warrants #41-42 (FY20) in the amount of \$367,981.13, **second** by Mrs. Woodsum. **Discussion:** Mrs. Sammons to review for next quarter. Warrants will still be reviewed; will figure out safe distancing signing/review of warrants. **Vote** 5-0 in favor.

Communications

- **Select Board Communications**
 - None
- **Staff Reports**
 - Mr. Dyer gave a verbal report: The delivery of the backhoe is scheduled for tomorrow and training will begin. The borrowing process on the compactor has been wrapped up. The Transfer Station will continue to manage the flow of traffic and practicing social distancing. Major focus is maintaining safety. The Town Manager, Fire Chief and Select Board Chair will be meeting on Friday afternoon to further discuss planning of the Emergency Operations Plan.

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- **Boards, Committees, Commissions & Departments**
 - None
- **Public Communications** - *Members of the public may address the Select Board on any topic*
 - None

Appointments, Reappointments and Resignations:

- **20-101 – Consider the appointment of William Godfrey to the Planning Board**
 - William “Bill” Godfrey was present via phone and gave a brief introduction.
 - **Motion** made by Mrs. Woodsum to appoint William Godfrey to the Planning Board with a term starting tonight and ending June 30, 2023, **second** by Mr. Eno. **Vote** 5-0 in favor.

Old Business:

- **20-095 – Consider the FY21 Budget and Warrant**
 - Review by Mr. Dyer; final ordinances included in packet along with Draft 10 of draft budget.
 - Food Sovereignty Ordinance has had 1st & 2nd readings and ready for ballot.
 - Administrative Ordinance has had 1st reading with amendments and needs 2nd reading tonight.
 - **Motion** made by Mrs. Woodsum to approve the Town of Readfield Administrative Ordinance as presented in the packet to go on the ballot, **second** by Mrs. Sammons. **Vote** 5-0 in favor.
 - Planning Board LUO changes are complete per the Planning Board and are informative to the Select Board.
 - Marijuana Establishments Ordinance will be seven (7) individual questions and one (1) overall question on the ballot.
 - **Motion** made by Mrs. Woodsum to accept the reading of the Marijuana Establishments Ordinance as presented and place on the ballot, **second** by Mr. Price **Discussion:** Section 6A has changes in red regarding Planning Board approval. **Vote** 5-0 in favor.
 - Warrant – FY 2021 Draft 10 review of changes. Unsure on actual amounts due to the COVID-19 situation. Changes to Abatements and General Assistance areas with an increase of 150%. Balancing the budget at a lower side.
 - Discussion on the school budget, Secretary of State and shortfalls in revenue of registrations and so forth and the MIL Rate change all due to the current COVID-19 situation and the affects it will have on the budget. Agreed that the town keep current Capital Improvements in the budget.
 - Mr. Bourgoine to work on an article for the warrant regarding the COVID-19 situation and budget. Mr. Bourgoine explained the reasoning on adding this article to the town warrant.
 - Mrs. Woodsum with consensus of the Select Board asking the Town Manager and Select Board Chair to take the 3rd revision of this budget that was looked at tonight to the Budget Committee and to finalize a draft ordinance warrant article dealing with the emergency spending and expenses for the current COVID-19 situation.
 - Budget Committee is meeting this Thursday, April 2 to review. Hold a special Select Board meeting on Monday, April 6 for Select Board final vote. Special Budget Meeting on Thursday, April 9 for their final vote.

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New Business:

- **20-102 – Discuss the local COVID-19 response and activation of the Emergency Operations Plan**
 - Done at beginning of meeting

- **20-103 – Consider a liquor license renewal application for the Weathervane Restaurant**
 - Paperwork complete and included in packet. Mr. Dyer asking the Select Board to suspend Public Hearing due to the current situation and a repeat applicant; celebrating 20 years in Readfield.
 - **Motion** made by Mr. Bourgoine to waive the public hearing for the license of The Weathervane, **second** by Mr. Price. **Vote** 5-0 in favor.
 - **Motion** made by Mr. Price to approve the liquor license submitted by The Weathervane as presented in the packet, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.

- **20-104 – Consider administrative action related to previously approved municipal borrowing for the Fire Station and Library project**
 - Required paperwork from the Bond Bank is included in packet.
 - **Motion** made by Mrs. Woodsum for the Select Board to accept The Resolution of the Select Board of the Town of Readfield Maine Authorizing the sale of \$550,000 General Obligation Bond of the Town as presented, **second** by Mr. Bourgoine. **Discussion:** Mr. Eno didn't see the interest page and doesn't like that it's being voted on with the interest unknown. The \$550,000 is just principal, interest not to exceed 6%. **Vote** 5-0 in favor.
 - **Motion** made by Mrs. Woodsum to authorize the Town Manger to sign on behalf of the Town of Readfield the loan agreement with Maine Municipal Bond Bank as presented, **second** by Mr. Price. **Vote** 5-0 in favor.

Motion made by Mrs. Sammons to adjourn the meeting at 7:59 pm, **second** by Mr. Price. **Vote** 5-0 in favor.

Minutes submitted by Kristin Parks, Board Secretary