

Readfield Select Board Regular Meeting Minutes – Monday, May 11, 2020

Select Board Members: Bruce Bourgoine, Ralph Eno, Dennis Price, Christine Sammons & Kathryn Woodsum

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

Notes: All votes by Select Board are done by roll call.

Mr. Bourgoine called the Select Board meeting to order at 6:34 pm.

- **20-111 – Minutes: Select Board meeting minutes of April 27, 2020**
 - Motion made by Mrs. Woodsum to approve the Select Board meeting minutes of April 27, 2020 as presented, second by Mrs. Sammons. Vote 4-0 in favor; Mr. Eno not disconnected.
- **20-112 – Warrants: #47-48**
 - Mrs. Sammons reviewed Warrants #47-48. Amount of Warrants: \$475,643.29

Communications

- **Select Board Communications**
 - Mr. Price let everyone know that there will be a Heritage Days celebration this year but will be scaled down and have adjusted activities/events to follow state guidelines. Looking at having fireworks and other activities that can practice social distancing.
- **Town Staff Reports**
 - Review of Town Managers report dated 5-11-2020
 - Review of Treasures' Report for April 2020
- **Boards, Committees, Commissions & Departments**
 - Solid Waste & Recycling Committee minutes of January 15 and March 19, 2020
 - Cemetery Committee minutes of February 19, 2020
- **Public Communications - *Members of the public may address the Select Board on any topic***
 - None

Old Business:

- **20-102 – Discuss the local COVID-19 response**
 - Looking at getting things back to normal. As mentioned above, starting in June, slowly start opening up the Town Office, Library and other town operations.

New Business:

- **20-113 – Consider award of spring ditching, culvert and road repair work**
 - Anna Carll gave a brief review on the process. There were 6 present at the pre-bid meeting that was not mandatory and 7 bids were submitted. J. Pratt Construction was not in attendance at the pre-bid meeting but was in constant contact with Anna.
 - Recommendation to go with J. Pratt Construction for the Town road work, culverts and Ratt Mill Hill Road in the amount of \$57,878.
 - Mr. Dyer said some money will come out of the reserve account to cover the cost.

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- **Motion** made by Mr. Bourgoine to accept the bid submitted by J. Pratt Construction for the Town road work with an estimated cost of \$57,878 with final numbers to be dependent on some materials with a variance, **second** by Mrs. Sammons. **Vote** 5-0 in favor.
- The Town Forrest project was added on and has a recommendation to go with Cushing Construction in the amount of \$8,319.10.
- **Motion** made by Mrs. Woodsum to accept the bid received by Cushing Construction for the Town Forrest project in the amount of \$8,319.10, **second** by Mrs. Sammons. **Discussion:** Material amounts may vary. **Vote** 5-0 in favor.
- **20-114 – Fire Station & Library building project update**
 - Mr. Eno gave an update on the Fire Station and Library projects.
 - Mr. Dyer updated on change orders and review of the Application & Certificate of payment for S.J. Wood.
 - All going well with minor issues and changes.
- **20-115 – Consider a letter from the Wayne Select Board regarding the Transfer Station**
 - A letter was received from the Town of Wayne Select Board addressed to Mr. Bourgoine. The letter was regarding the Transfer Station staff wearing facial coverings.
 - Mrs. Woodsum mentioned that the SW&R committee is an advisory committee and unable to make any decisions.
 - Discussion amongst the Select Board weather to make facial coverings a requirement.
 - Town Manager to follow up with staff regarding social distancing and wearing a mask if within 6 feet of residents; also revisit the policy.
 - Mr. Bourgoine to respond to the Wayne Select Board.
- **20-116 – Discuss the Spirit of America Awards and Volunteer Appreciation event planning**
 - Accepting Spirit of American nominations until May 29th. Can be submitted by email to the Town Clerk at clerk@readfieldmaine.org or mailed to the Town Office.
 - Looking for suggestions and ideas on creative ways to recognize the Readfield Volunteers and Spirit of America recipients with the current coronavirus situation.
- **20-117 – Sign the Return for the Secret Ballot Warrant Public Hearing on Thurs., May 28, 2020**
 - Just an FYI for Select Board to come in and sign.

Other Business, Upcoming Meetings & Future Agenda Items:

- None

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

Minutes submitted by Kristin Parks, Board Secretary