

Readfield Select Board

Regular Meeting Minutes – Monday, August 17, 2020

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

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

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

- **21-012 – Minutes: Select Board meeting minutes of July 20, 2020**
 - **Motion** made by Mrs. Woodsum to approve the Select Board meeting minutes of July 20, 2020 as presented, **second** by Mrs. Sammons. **Vote** 4-0 in favor.
- **21-013 – Warrants: #58 (FY20) & #5-8 (FY21)**
 - Mrs. Woodsum reviewed Warrants #58 & #5-8
 - Discussion on Warrant #58 in the amount of \$7,804.88 and Warrants #5-6 in the amount of \$786,552.70.
 - **Motion** made by Mrs. Woodsum to approve warrants #7-8 in the amount of \$249,371.28, **second** by Mrs. Sammons. **Vote** 4-0 in favor.

Communications

- **Select Board Communications**
 - Mrs. Sammons spoke on Trunk or Treat and asked for feedback if event should happen this year. Start planning early and brainstorm ways to keep it safe and social distancing. Contact Mrs. Sammons if you have ideas or want to take part.
 - Mr. Price as the Heritage Days organizer wanted to say a big thank you to all, fireworks went smoothly and a great turnout. Thank you to all who attended and helped out and get ready for Heritage Days 2021.
- **Town Staff Reports**
 - Town Manager Report (Verbal):
 - Unusual summer but people have been responding well. A great summer at the beach with yoga and other activities taking place.
 - The Hazardous Waste Collection day had a great turnout. Summer hours on Sunday through Labor Day are 8-12 noon.
 - Thank you to all for seeing that everything goes well.
 - Treasurer's Report for July 2020
 - Review – included in packet
- **Boards, Committees, Commissions & Departments**
 - Age Friendly Committee minutes of February 12, 2020
 - Library Board minutes of June 25, 2020
 - Cemetery Committee minutes of May 20, 2020
- **Public Communications - *Members of the public may address the Select Board on any topic***
 - None

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Appointments, Reappointments, & Resignations:

- **21-014 – Consider the reappointment of Ed Dodge to the Age Friendly Committee**
 - **Motion** made by Mrs. Woodsum to reappoint Ed Dodge to the Age Friendly Committee for a term starting tonight and ending 06-30-2023, **second** by Mrs. Sammons. **Vote** 4-0 in favor.

Old Business:

- **20-102 – Discuss the local COVID-19 response**
 - Review of memo included in packet dated 8-7-2020
- **20-114 – Fire Station & Library building project update**
 - Mr. Dyer gave an update that the project was moving along very well. The library is complete. They have started painting at the fire station. There are a few key areas still struggling with but working them out. The sprinkler system and the kitchen vent hood code requirements have changed. Unable to do any special side projects until the full cost of code change projects are completed. Looking at October as the completion month.
 - Mr. Eno mentioned the cabinet and counter installation will be completed this week.
- **20-126 – Discuss the ongoing regional broadband project and consider additional funding**
 - Mr. Dyer gave a brief update. There are no additional funding requests at this time. It's an ongoing mutual effort from all towns involved. A lot of feedback and interest from residents. There has been a website created and promotional material available and distributed. Next step is to solicit to internet providers. Select Board Resolution in packet for review.
 - Mrs. Woodsum has worked with two others from Mount Vernon and Vienna. Working on documents and ways to reconstruct the group and how things work. Suggestions are to reconstruct/make smaller groups. No money involved at this time just commitment. The website has launched and a 2 sided tri-fold flyer has been created and will be put in the 2020 tax bills to reach all residents. Looking at having the question placed on the 2021 Town Meeting Warrant.
 - **Motion** made by Mrs. Woodsum to authorize signatures of the Select Board for the Resolution of Broadband as presented in the packet, **second** by Mrs. Sammons. **Vote** 4-0 in favor.
 - **Motion** made by Mrs. Woodsum to authorize the Town Manger to include the flyer of the Western Kennebec Lakes Community Broadband Association in the 2020 tax bills, **second** by Mrs. Sammons **Vote** 4-0 in favor.

New Business:

- **21-015 –Consider an agreement with KVCOG for a Comprehensive Plan Update**
 - Already current members to KVCOG. Will update Readfield's 2022 Comprehensive Plan which is good for 12 years. Lower rates than other consultants. Recommendation by Town Manager to move forward with this agreement.
 - **Motion** made by Mrs. Woodsum to approve the contract with KVCOG for a Comprehensive Plan update; as presented in the packet and authorizes the town manager to sign on behalf of the Select Board with the amount not to exceed \$21,500, **second** by Mrs. Woodsum. **Vote** 4-0 in favor.

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- **21-016 – Discuss participation in the KV COG General Assembly**
 - Mr. Bourgoine volunteered to serve as the elected official and volunteered Mr. Dyer.
 - **Motion** made by Mrs. Woodsum to appoint Mr. Bourgoine and Mr. Dyer as representatives for the Municipality of Readfield to the KVCOG General Assembly, **second** by Mrs. Sammons. **Vote** 4-0 in favor.
- **21-017 – Discuss participation in the 2020 MMA Annual election**
 - **Motions** made by Mrs. Woodsum to accept the ballot as presented for the MMA Annual Election and authorize the town manager to sign for the town, **second** by Mrs. Eno. **Discussion:** Only one person running for each spot so not others to choose from. **Vote** 4-0 in favor.
- **21-018 – Consider an agreement with Affinity LED Lighting for conversion of our local streetlights to LED units**
 - Was voted on and approved at Town Meeting in July. Allows for town to remove and replace all old lighting with new LED Lighting. \$13,272 proposed in the contract from Affinity LED Lighting. Maintenance cost and risk are low. Mr. Dyer asking Select Board to suspend the purchasing policy. Town will save money yearly. Has to make sure CMP gets notice to seize the leasing of their lighting. One recommendation is to add a street light at the intersection of the Fairgrounds and Church Road. There was extra money/funding approved in the warrant and will cover the cost of the project. More discussion at the next meeting on adding any additional light poles. Reliable company as they have done work for other Kennebec County towns.
 - **Motion** made by Mrs. Woodsum to accept the contract with Infinity LED Lighting as presented in the packet for the amount of \$13,272.00 and authorizes the town manager to sign on behalf of the Select Board, **second** by Mrs. Sammons. **Vote** 4-0 in favor.
 - **Motion** made by Mrs. Woodsum to suspend the purchasing policy for the consideration of Infinity LED Lighting contract, **second** by Mrs. Sammons. **Vote** 4-0 in favor.
- **21-019 – Consider a Tobacco Free Policy for all Town of Readfield buildings and properties**
 - Policy now covers all Town owned buildings and properties. Single reading, update to an old policy, doesn't need a second reading.
 - **Motion** made by Mrs. Woodsum to accept the Town of Readfield Tobacco Free Policy as presented with a one reading exemption for the policy, **second** by Mrs. Sammons. **Vote** 4-0 in favor.

Other Business, Upcoming Meetings & Future Agenda Items:

- Prior to this meeting Board of Assessors met. They approved and submitted the 2020 Tax Year Commitment. Mil Rate went down to 17.57%. Value of properties went up 10%, no change in commercial properties. Homestead increased to \$25,000.00. Scale stays the same. RSU had a lower than expected budget.
- Select Board Retreat is scheduled for Tuesday, September 9 from 4:00-8:00 pm
- Next Select Board meeting is Monday, September 14 starting at 6:30 pm

Motion made by Mrs. Sammons to adjourn the meeting at 8:14 pm, **second** by Mrs. Woodsum. **Vote** 4-0 in favor.

Minutes submitted by Kristin Parks, Board Secretary