

## **Readfield Select Board Regular Meeting Minutes – Monday, October 5, 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)

Mr. Bourgoine called the Select Board meeting to order at 6:30 pm.

- **21-030 – Minutes: Select Board meeting minutes of September 14, 2020**
  - **Motion** made by Mrs. Sammons to approve the Select Board meeting minutes of September 14, 2020 as presented, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.
- **21-031 – Warrants: #13-14 (FY21)**
  - Mr. Price reviewed Warrants #13-14
  - **Motion** made by Mr. Price to approve warrants #13-14 in the amount of \$560,972.16, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.

### **Communications**

- **Select Board Communications**
  - Mrs. Sammons gave an updated on Trunk or Treat / Pumpkin Walk: Saturday, October 31<sup>st</sup> at 5:00 pm at the Readfield Fairgrounds. Contract her to be a part of the trunks.
  - Mr. Eno wanted to mention on how immaculate the town cemeteries look and the great job the staff and volunteers are doing
- **Town Staff Reports**
  - Town Manager Report: Mr. Dyer reviewed the Town Managers Report dated 10-5-2020
- **Boards, Committees, Commissions & Departments**
  - Age Friendly Committee minutes of August 12, 2020
  - Conservation Commission minutes of December 10, 2019; March 10, April 14, May 6, June 9 and July 14, 2020
  - Library Board Minutes of July 16, 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**
  - Governor has extended the order to October 29<sup>th</sup>
  - Mr. Dyer ordered a large amount of PPE and cleaning supplies today to get thru the fall/winter.
- **20-114 – Fire Station & Library building project update**
  - Mr., Dyer updated that there are still unknowns; waiting on cost for 2 options: 1) Full Sprinkler System or 2) Retrofit Masonry Firewall. Both meet the State Fire Marshal codes.
  - Mr. Eno has spoken with Fire Chief Lee Mank and they both agreed that the best option would be to take the time over a 3 year plan or so and do the job to the correct standards.

## **Readfield Select Board**

### **Regular Meeting Minutes – Monday, October 5, 2020**

---

- Mr. Price spoke on the incredible effort on this gigantic renovation.
- The portion of the pavement will be replaced where it has been removed. Eventually the side/back part will be done.
- The RFP for the Library has not been done yet. The Library Board is requesting another grant.
- Consensus of the board to go with the sprinkler system and a 3 year plan.
- **20-126 – Discuss the ongoing regional broadband project and consider additional funding**
  - The committee has met with one company so far. Readfield is not considered an underserved town so not part of the need. Mr. Dyer will continue to work with the committee and other options that Readfield can be involved in and benefit from making the best solution for everyone.
  - Mr. Bourgoine feels it needs more community/public input.
  - Mr. Eno would like to see the Towns/Readfield control it and revenues come back to the town.
  - Mrs. Woodsum and Mr. Dyer have been working with talking to a Non-Profit group that assists towns in collection better data by online survey community outreach.
  - **Motion** made by Mrs. Woodsum to authorize the Town Manager to collect information and proposals for the fiber to the home internet service, **second** by Mr. Eno. **Vote** 5-0 in favor.
- **21-028 – Hear a report from the recent Select Board Retreat and accept the identified goals**
  - Review of goals and summary overview as included in packet.
  - **Motion** made by Mrs. Woodsum to accept the Select Board retreat goals for the coming year(s) as presented, **second** by Mrs. Sammons. **Vote** 5-0 in favor.

#### **Public Hearing:**

- **21-032 – Conduct a Public Hearing on the potential use of the Alford Athletic Center for the November 3, 2020 Election**
  - Public Hearing opened at 7:27 pm by Mr. Bourgoine.
  - Mrs. Woodsum feels it's a great idea with a good location. Really appreciate them allowing us to use the facility.
  - Mr. Dyer wanted to thank Kent's Hill School for their support.
  - Mr. Bourgoine mentioned to make sure we adequately promote the location change.
  - Mr. Eno feels it's a safe place for people to vote who are concerned with absentee ballot voting.
  - Public Hearing closed at 7:31 pm

#### **New Business:**

- **21-033 – Consider the Alford Athletic Center as the location for the November 3, 2020 Election**
  - **Motion** made by Mr. Bourgoine to set the Alford Athletic Center as the location for the November 3, 2020 Election, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.
- **21-034 – Consider the purchase of a replacement small maintenance truck**
  - Mr. Dyer spoke that there has been some repair cost issues with the small maintenance truck and needs to be replaced. This truck is used for the cemeteries and less intense town maintenance. Mr. Dyer is requesting to spend up to \$15,000.00 to replace the truck, the money is available.
  - Discussion amongst the Select Board on a one lump sum payment or the options to lease a vehicle.

## **Readfield Select Board Regular Meeting Minutes – Monday, October 5, 2020**

---

- **Motion** made by Mrs. Woodsum to instruct the Town Manager to get quotes on a used vehicle up to \$20,000.00 or new/leased vehicle without all the bells and whistles but to include 4x4 and crew cab and bring back to the next meeting, **second** by Mr. Eno. **Vote** 5-0 in favor.

- **21-035 – Discuss the Comprehensive Plan Committee appointment process**

- Included in the packet is the Comprehensive Plan Update and Comprehensive Plan Committee. Applications have been sent to committees and those in the public that has shown interest. Suggested to be very diligent in the appointment process interviews. Keep the committee at 9 as planned with alternates added in the future. Select Board to come up with Q&A's and send to the Town Manager for interviews.
- Mr. Eno would like to have a strong Chairperson and would like to have the Select Board have some input on who becomes the Chair.
- 18 months to 2 year term, very intense commitment and work.
- Mr. Bourgoine suggested to change representative of Select Board to alternate out.

**Motion made** by Mrs. Sammons to extend meeting 10 minutes, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.

- **21-036 – Conduct a review of 2009 Comprehensive Plan Goals**

- Review of 2009 Readfield Comprehensive Plan Goals as included in the packet. Shows when goals were completed or are still in process. Broken down by Short-term, Mid-term, Long-term and ongoing. Suggested to add the last review date when updating.

**Other Business, Upcoming Meetings & Future Agenda Items:**

- None

**Motion made** by Mrs. Woodsum to adjourn meeting at 8:22 pm, **second** by Mrs. Sammons. **Vote** 5-0 in favor.

*Minutes submitted by Kristin Parks, Board Secretary*