

Readfield Select Board Regular Meeting Minutes – Monday, October 19, 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), Grace Keene, Jerry Bley, Greg Durgin

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

- **21-037 – Minutes: Select Board meeting minutes of October 5, 2020**
 - Motion made by Mrs. Woodsum to approve the Select Board meeting minutes of October 5, 2020 as presented, second by Mrs. Sammons. **Vote 5-0** in favor.

- **21-032 – Warrants: #15-16 (FY21)**
 - Mr. Price reviewed Warrants #15-16
 - **Motion** made by Mr. Price to approve warrants #15-16 in the amount of \$105,101.55, **second** by Mr. Eno. **Discussion:** Archie's if for Transfer Station and hauling of materials. **Vote 5-0** in favor.

New Business:

- **21-042 – Consider the acceptance of a memorial bench in memory of Kenneth “Ken” Clark**
 - Greg Durgin gave a brief background on Ken Clark and his impact on the trails committee. Over 45 families/individuals donated over \$3,000 in his memory/honor. The memorial bench is already installed due to time restraints. Mr. Durgin wanted to thank the Select Board for the acceptance of the memorial gift on behalf of the Clark family and trails committee.
 - **Motion** made by Mr. Bourgoine to accept the memorial gift of the bench for Ken Clark on behalf of the Town of Readfield, **second** by Mr. Price. **Vote 5-0** in favor.

Communications

- **Select Board Communications**
 - Mrs. Sammons: Reminder of Trunk or Treat and Pumpkin Walk on Saturday October 31 starting at 5:00 pm.
 - Mr. Price: Thank you to everyone and their hard work during this pandemic.

- **Town Staff Reports**
 - Treasurer's Report – September
 - Review of September 2020 Treasurer's Report

 - Town Clerk's Report on the November 3, 2020 General Election
 - Update from Deb Nichols, Town Clerk. There are 2,257 registered voters with 919 absentee ballots requested at this time. Starting to process absentee ballots the week before elections. All absentee ballots need to be returned by 8:00 pm on voting day, November 3rd. Voting will be at the Kent's Hill Alford Center located at 1617 Main Street. Extended hours the week before elections for those wanting to register and absentee vote. Last day to request a ballot to take home is Thursday, the 29th and last day to vote in person by absentee is Friday, the 30th.

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- **Boards, Committees, Commissions & Departments**
 - Library Board Minutes of September 9, 2020
- **Public Communications - *Members of the public may address the Select Board on any topic***
 - None

Appointments, Reappointments & Resignations:

- **21-039 – Consider the appointments of additional Ballot Clerks for the Nov. 3, General Election**
 - **Motion** made by Mrs. Woodsum to approve Sonya Clark as the Warden for the November 3, general elections and the slate of ballot clerks as read, **second** by Mr. Price. **Vote** 5-0 in favor.
- **21-040 – Consider the appointment of Henry Clauson to the Planning Board**
 - **Motion** made by Mr. Eno to appoint Henry Clauson to the Planning Board with a term ending 6-30-2025, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.
- **21-041 – Consider the reappointment of Ellen Jane Schneider to the Budget Committee**
 - **Motion** made by Mr. Bourgoine to reappointment Ellen Schneider to the Budget Committee for a term ending 6-30-2023, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.

Old Business:

- **21-034 – Consider the purchase of a replacement small maintenance truck**
 - Mr. Dyer gave a review on the process.
 - Anna Carll; Maintenance, went over the proposals of two vehicles options. Has done a lot of research and these are the best readily available. Was able to get FLEET pricing and an expected life span of 10 years.
 - Recommendation by Mr. Dyer to go with a 5 year financing plan.
 - Review and discussion on truck options with Anna Carll and the Select Board.
 - **Motion** made by Mr. Bourgoine to authorize the Town Manager to proceed with the purchase per the consensus of the Select Board and to finance over 5 years with staff recommendation, **second** by Mr. Price. **Vote** 4-1-0, opposed by Mrs. Woodsum.
- **20-114 – Fire Station & Library building project update**
 - Mr. Dyer reported that they are getting closer to being done but are still waiting on final estimated numbers for sprinklers. Lee Mank; Fire Chief, is working on insulation procedures. Final walk through was today and went over the small projects to complete via checklist. The projects will be completed this fiscal year for the Library and Fire Station.
 - Suggested by to have a final virtual walk through once completed for everyone to see.
- **Comprehensive Plan Update to Informational Meeting**
 - Previous to this meeting a Comprehensive Plan Update Information Meeting was held for those interested in serving on the committee. If there are any questions they can be sent to the Town Manager. The committee is made up of 9 members with the voters at large.
 - Mr. Price offered to be the Select Board member representative on the committee.
 - Discussion on 1 to 2 alternates and was decided on two. Discussion on a staffed secretary.

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- **Motion** made by Mrs. Woodsum to approve the reading by Mr. Bourgoine for the comprehensive plan and to appoint subcommittees from the committees, not having them be official appointments and approving two alternates to the committee, **second** by Mrs. Sammons. **Vote** 5-0 in favor.

New Business:

- **21-043 – Conduct the 1st reading of a Town Forest Deer Hunting Blind and Tree Stand Policy**
 - Jerry Bley spoke on behalf of the Conservation Commission and explained why the committee came up with a Deer Hunting Blind and Treestand Policy. The Readfield Town Forrest has always been open for hunting but it was brought to their attention when one of the treestands came up so they decided a policy was a good way to know what is going on. The policy goes along with the IF&W standards and doesn't harm any natural resources.
 - Discussion amongst the Select Board on the policy and town property and how it ties in with the fire arms ordnance.
 - **Motion** made by Mrs. Woodsum to accept the Deer Hunting Blind and Treestand Policy at the Readfield Town Forrest proposed by the Readfield Conservation Committee dated October, 2020 as presented and waive the second reading, **second** by Mr. Price. **Vote** 5-0 in favor.
- **21-044 – Consider a proposed schedule and process for the fiscal year 2021-2022 budget**
 - The proposed schedule is the same format that it has been the past three years. Discussion to move the second public hearing closer to the town meeting date. The March 25th date may be adjusted.
 - **Motion** made by Mrs. Woodsum to approve the preliminary Budget and Warrant Process scheduled subject to reasonable change, **second** by Mrs. Sammons. **Vote** 5-0 in favor.
- **21-045 – Consider Automobile Graveyard Permit renewal applications**
 - Three applications were submitted with all being renewals No comments from the CEO. Scott Lucas/Lucas Auto Parts and Salvage not ready for approval yet.
 - **Motion** made by Mr. Bourgoine to approve Ken's Drag-In Auto Inc. and Whitcomb Auto Recycling applications, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.
- **21-046 – Discuss the annual Town Manager review process**
 - Notice to the public that the annual Town Manager review will be happening. Select Board is happy with the process that has been used the past few years.

Motion made by Mrs. Sammons to adjourn the meeting at 8:13 pm, **second** by Mr. Price. **Vote** 5-0 in favor.

Minutes submitted by Kristin Parks, Board Secretary