

Readfield Select Board

Regular Meeting Minutes – Monday, November 16, 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), Kristin Parks (Board Secretary) Brian (Casco Bay Advisors)

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

- **21-047 – Minutes: Select Board meeting minutes of October 19, 2020**
 - **Motion** made by Mrs. Sammons to approve the Select Board meeting minutes of October 19, 2020 as presented, **second** by Mr. Price. **Vote** 5-0 in favor.
- **21-048 – Warrants: #17-20 (FY21)**
 - Mr. Price reviewed Warrants # 17-18
 - **Motion** made by Mrs. Woodsum to approve warrants #17-18 in the amount of \$213,415.64, **second** by Mrs. Sammons. **Vote** 5-0 in favor.
 - Mrs. Woodsum, reviewed Warrants # 19-20
 - **Motion** made by Mrs. Sammons to approve warrants #19-20 in the amount of \$399,938.31, **second** by Mr. Price. **Vote** 5-0 in favor.

Communications

- **Select Board Communications**
 - Mrs. Sammons: Thank you to everyone who participated in the Trunk or Treat and Anna and Ben for the town trucks involvements. Total of 16 trunks, 400 +/- kids/adults.
 - Mrs. Woodsum: Mr. Dyer spent time with her recently for grant writing for the Solid Waste/Composting and wanted to thank him for his hard work.
 - Mr. Bourgoine: Thank you to the entire town staff and workers at the polls and to Kent's Hill School for the use of the building. Thank you to all the voters as well. Also, behind on the Town Manager review but will be getting the materials out soon.
- **Town Staff Reports**
 - This past election was a resounding success and happy to say that everyone came together. Mrs. Woodsum, there was 1,808 voters with over 100 new voters registered the day of.
 - The Torsey Pond Dam project is all wrapped up.
 - Happy to say Teresa Shaw has been with the Town of Readfield for 20 years. Mr. Bourgoine, congrats to Teresa on behalf of the Select Board.
 - There has been an informal resignation from Jaime Hanson, CEO. Cliff Buuck will be filling in.
- **Boards, Committees, Commissions & Departments**
 - Library Board Minutes of October 7, 2020
 - Trails Committee minutes of July 28, 2020
- **Public Communications - *Members of the public may address the Select Board on any topic***
 - None

Readfield Select Board

Regular Meeting Minutes – Monday, November 16, 2020

Old Business: *(consensus of Select Board to move up on agenda)*

- **21-126 – Discuss the ongoing regional broadband project and take any necessary action**
 - Mrs. Woodsum spoke that a survey was send out by each town to get as much feedback as possible and like questions and answers. So far there have been over 80 responses from Readfield residents and they seem to be more focused on speed and reliability. A great turnout from the survey and it seems to be working well. Mrs. Woodsum would like to see the survey more widely disbursed through the town. Currently working on options for moving forward and how to proceed along with additional work that needs to be done.
 - Mr. Dyer spoke that one other company has reached out and that information is included in the packet and have been in close contact with Casco Bay Advisors throughout the whole project. He would like to see if the Select Board would like to move forward with some of the aspects of the project. Work would start in December.
 - Brian of Casco Bay Advisors reviewed the Timeline/Budget and shared his suggestions. He will be forwarding the newer slides to Town Manger and Select Board.
 - Suggested to set up a workshop to continue the discussion with Date and Time TBD. Make sure that the residents know this is a bond that the subscribers pay back not the town.
 - **Motion** made by Mrs. Woodsum to authorize the Town Manager to employ Casco Bay Advisors to develop as 5 year financial operating Performa for fiber to the home network for the Town of Readfield by the middle of December, **second** by Mr. Eno. **Discussion:** This does put the town in competition with current cable providers. **Vote** 5-0 in favor
 - Mr. Dyer mentioned there is an agreement for the Select Board to sign at tonight's meeting regarding this.
 - **Motion** made by Mrs. Woodsum that the Select Board sign the agreement to the Western Kennebec Lakes Community Broadband Association Addendum to the memorandum of agreement that there is no further cost involved with this memorandum, **second** by Mrs. Sammons. **Vote** 5-0 in favor.

Appointments, Reappointments & Resignations:

- **21-049 – Consider “sending committee” appointments to the Comprehensive Plan Committee**
 - Sending committee is Romaine Turyn, Age Friendly; Jessica Gorton, Enterprise Committee; Greg Durgin, Conservation Commission; Henry Clauson, Planning Board; Paula Clark, Planning Board; Dennis Price, Select Board.
 - **Motion** made by Mr. Bourgoine to approve the sending committee as suggested, **second** by Mrs. Woodsum, **Vote** 5-0 in favor.
- **21-050 – Consider “at-large” appointments to the Comprehensive Plan Committee**
 - **Motion** made by Mrs. Woodsum to appoint Sean Keegan, Matt Nazar and David Trunnell to the three at-large public positions and Gary Keilty as one of the two alternates, **second** by Mr. Eno. **Discussion:** Town Manager to continue to post for second alternate. **Vote** 5-0 in favor.

Readfield Select Board

Regular Meeting Minutes – Monday, November 16, 2020

Old Business:

- **20-102 – Discuss the local COVID-19 situation and response and take necessary action**
 - Review of memo included in packet. Please be calm and respect everyone.
 - Discussion amongst the Select Board on ways to handle those who are not as cooperative, especially at the Transfer Station.
- **21-045 – Consider Automobile Graveyard Permit renewal applications**
 - **Motion** made by Mr. Bourgoine to approve the Automotive Graveyard Permit renewal for Scott Lucas/Lucas Auto Parts & Salvage as presented, **second** by Mrs. Sammons. **Vote** 5-0 in favor.

Motion made by Mrs. Woodsum to extend meeting for 15 mins, **second** by Mrs. Sammons. **Vote** 5-0 in favor.

- **20-114 – Fire Station & Library building project update**
 - Review of estimates of options 1 and 2 in packet. Mr. Dyer said they are on the higher end.

New Business:

- **21-051 – Consider a resolution for the Safety, Occupancy and Use of the Readfield Fire Station**
 - Review by Mr. Dyer and discussion by the Select Board.
 - Mrs. Woodsum is concerned on the time frame and would like to see the wording changes so they occupancy permit is done at the same time as the completion of the project.
 - **Motion** made by Mr. Bourgoine to approve the resolution and send it to the Select Board for signatures, **second** by Mrs. Sammons. **Discussion:** Mrs. Woodsum would like to see part 2/3 changes around. **Amended Motion** made by Mrs. Woodsum to put second sentence of part 2 as the second sentence of part 3, **second** by Mrs. Sammons. **Vote on Amended Motion** 5-0 in favor, **Vote on Original Motion** 5-0 in favor.
- **21-052 – Consider accepting \$5,000 grant from the Center for Tech & Civic Life**
 - **Motion** made by Mr. Bourgoine to accept the \$5,000 grant from the Center for Tech & Civic Life, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.
- **21-053 – Consider hiring a recording secretary for the Comprehensive Plan Committee**
 - Discussion amongst the Select Board on hourly rate or flat rate.
 - **Motion** made by Mrs. Woodsum for the Town Manager to engage the Comprehensive Plan Committee to hire a recording secretary to work with the throughout their work, **second** by Mr. Bourgoine. **Vote** 5-0 in favor.

Motion made by Mrs. Woodsum to extend meeting for 15 mins, **second** by Mr. Eno. **Vote** 5-0 in favor.

- **21-054 – Consider a workshop to discuss Parks and Recreation**
 - Will do a survey monkey pole to set up a date

Readfield Select Board
Regular Meeting Minutes – Monday, November 16, 2020

- **21-055 – Consider additional LED streetlights and potential locations**
 - Mrs. Woodsum went over the locations she thought could be added to the list for streetlights (included in packet). Discussion amongst Select Board. The Select Board to work with the Town Manager and Affinity LED to get the process going.

Other Business, Upcoming Meetings & Future Agenda Items:

- Included in packet was the updated Budget Calendar with the one date changed mentioned in October **Motion** made by Mrs. Sammons to adjourn meeting at 8:24 pm, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.

Minutes submitted by Kristin Parks, Board Secretary