

## **Readfield Select Board**

### **Regular Meeting Minutes – Monday, December 14, 2020**

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**Select Board Members Present:** Bruce Bourgoine, Ralph Eno, Dennis Price and Kathryn Woodsum

**Excused:** Christine Sammons

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

#### **Executive Session:**

**Motion** made by Mr. Bourgoine at 5:35pm to enter executive session for the purpose of conducting an annual review of the Town Manager pursuant to 1 MRSA, Section 405, subsection 6(A). **Motion Seconded** by Mr. Price. **Unanimous. Excused:** Christine Sammons

Mr. Bourgoine declared the Select Board out of executive session at 6:20pm.

#### **Regular Meeting:**

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

- **21-056 – Minutes: Select Board meeting minutes of November 16, 2020**
  - **Motion** made by Mrs. Woodsum to approve the Select Board meeting minutes of November 16, 2020 as corrected as of today, **second** by Mr. Eno. **Vote** 4-0 in favor.
- **21-057 – Warrants: #21-24 (FY21)**
  - Mr. Price reviewed Warrants #21-24
  - **Motion** made by Mr. Price to approve warrants #21-22 in the amount of \$95,260.82, **second** by Mr. Eno. **Vote** 4-0 in favor.
  - **Motion** made by Mr. Price to approve warrants #23-24 in the amount of \$403,617.09, **second** by Mrs. Woodsum. **Vote** 4-0 in favor.

#### **Communications**

- **Select Board Communications**
  - Mr. Price: Thank you to everyone in Readfield for their patience and understanding through this difficult time.
  - Mrs. Woodsum: Impressed with the past snowstorm and the great job on the cleanup.
  - Mr. Bourgoine: Reminder of the upcoming Workshop for Broadband this Thursday, December 17<sup>th</sup> starting at 6:00 pm and wishing everyone a Merry Christmas and Happy New Year!
- **Town Staff Reports**
  - Verbal report by Mr. Dyer: Moving from fall to winter maintenance. Has seen a spike in request for assistance and wanted to thank the public for their support. The heating fund and wood heat programs have been used more than prior years. The Fire Station is ready for the next phase as they now have the Fire Marshalls Permit for the revised project design and then on to the next phase for the sprinkler system. Within the next couple of weeks the new doors will be installed on the old structure. There were some issues with snow and the walkway as snow breaks need to be installed.
  - Review of November Treasurer's Report. Ready for the end of the year audit that is coming up.

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- **Boards, Committees, Commissions & Departments**
  - Library Board Minutes of November 4, 2020
  - Mrs. Woodsum noticed they didn't receive the Stephen King Grant this year. They will be reapplying next year but hopes to see the library renovations completed as planned.
- **Public Communications - *Members of the public may address the Select Board on any topic***
  - None

#### **Appointments, Reappointments & Resignations:**

- **21-058 – Consider the appointment of Deborah Nicholas as Registrar of Voters with a term ending 1/1/2023**
  - **Motion** made by Mr. Bourgoine to appoint Deborah Nichols as the Registrar of Voters with a term ending 1/1/2023, **second** by Mrs. Woodsum. **Vote** 4-0 in favor.

#### **Old Business:**

- **20-102 – Discuss the local COVID-19 situation and response and take necessary action**
  - Town is still working under COVID-19 restrictions.
  - The Fire Department will be one of the 1<sup>st</sup> groups to receive the vaccine and is set to happen mid-January as they are first responders.
  - Review of flow chart in packet – COVID Screening Algorithm

#### **New Business:**

- **21-059 – Consider draft agendas for the Broadband and Parks and Recreation Workshops**
  - Broadband Workshop – Thursday, December 17<sup>th</sup>, 6:00-7:00pm
  - Parks & Recreation Workshop – Thursday, January 7<sup>th</sup>, 6:30–7:30pm.
- **21-060 – Consider Fiscal Year 2021-2022 Select Board budget goals and the warrant process**
  - Mr. Eno: Would like to see budget and warrant documents that goes to the town to show those carry forward estimates and include them as part of the proposed appropriate for that particular lines items for the upcoming physical year. Capital planning needs more specifically on projects like timing, savings specifically to known offsets along with total cost, anticipated total cost with inflations built in and what the potential MIL rate change might be. Readfield is a small town and finding alternative revenue resources. The personal property revenue seems low. Line of credit with prioritized capital projects.
  - Mrs. Woodsum: Have responsible planning CIP. Look at Readfield's financial health on things like amounts able to borrow, currently borrowing amounts and if typical for a town of Readfield size to be borrowing. Main goals are fiber to the home and community service bonds for those groups and infrastructural needs.
  - Mr. Price: Feels all mentioned are important and that people take advantage of those resources available like the beach being free. Feels the tax payer relief fund isn't being used enough and would like to see an easier way for it to be accessed.
  - Mr. Bourgoine: Would like to shoot for a relatively flat budget. Continue working on the ongoing Select Board goals and rejuvenation of Parks & Recreation. Also mentioning that the

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fiber to the home project is not creating a burden on the MIL rate but a bond paid back by the users at a competitive rate. As a small goal he would like to see different backgrounds/age groups of Select Board members in the coming years and look at the amount they are compensated each year increase.

- **21-061 – Consider contract renewal for the Town Manager**
  - Input received from the public, employees, vendors and the Select Board.
  - **Motion** made by Mr. Bourgoine to agree to the Town Manager Contract as presented in the packet, **second** by Mrs. Woodsum. **Discussion:** Mrs. Woodsum: Eric has been an asset to the town and is someone many people use to get information and to get things explained to them and we have had very, very few complaints. **Vote** 4-0 in favor.
- **21-062 – Consider how to proceed with a municipal solar project or energy purchase**
  - There is the solar project at the transfer station and a community solar project in the works. Mr. Bourgoine is asking the Town Manager to re-approach the solar companies and see if it is productive to move forward and see where the town wants to go.

**Motion** made by Mr. Price to adjourn the meeting at 7:32 pm, **second** by Mrs. Woodsum. **Vote** 4-0 in favor.

*Minutes submitted by Kristin Parks, Board Secretary*