

Town of Readfield – SELECT BOARD

MINUTES

04/06/2015 APPROVED 04-21-15

6:30 PM

TOWN OFFICE

| | |
|------------------------|---|
| MEMBERS PRESENT | Sue Reay, Valarie Pomerleau, Allen Curtis, Thomas Dunham, Greg Durgin |
| MEMBERS ABSENT | |
| MEETING TYPE | SELECT BOARD MEETING |
| NOTE TAKER | Tina L. Cagle |
| ATTENDEES | Town Manager, Teresa Shaw, Dana Poulin, Larry Poulin, Clifford Buuck, John Parent, Grace Keene, Darcy Whittemore, Rob Peale, Gene Carbona, Milt Wright, Henry Whittemore, Lenny Reay, Dave Linton, Lorraine H. Wagner, Sandra Rourke. |

Agenda topics

| | | |
|-------------------|--|--|
| | TAKEN OUT OF ORDER #10 AUDIT REVIEW | |
| DISCUSSION | 1) Discussion of Draft Audit with Chris Backman of RHR Smith. 2) The Town, as of June 30, 2014, has a Fund Balance equal to 60 days of operating expenses. 3) Maine Municipal Association recommends 30 – 90 day fund balance. | |
| MOTION | | |
| SECOND | | |
| PASS/FAIL | | |
| | #1 MINUTES 03/23/15, 3/25/15& 3/31/15 | |
| DISCUSSION | 1) | |
| MOTION | Motion by Selectperson Curtis to approve the minutes of 03/23/15 as amended. | |
| SECOND | Second by Selectperson Dunham. | |
| PASS/FAIL | Motion passes: 4-0-1 (Reay) | |
| DISCUSSION | 1) | |
| MOTION | Motion by Selectperson Durgin to approve the minutes of 03/25/15 as amended. | |
| SECOND | Second by Selectperson Pomerleau. | |
| PASS/FAIL | Motion passes: 4-0-1 (Reay) | |
| DISCUSSION | 1) | |
| MOTION | Motion by Selectperson Curtis to approve the minutes of 03/31/15. | |
| SECOND | Second by Selectperson Dunham. | |
| PASS/FAIL | Motion passes: 3-2 (Reay/Pomerleau) | |
| | #2 WARRANT #20 REVIEW | |
| DISCUSSION | 1) Review of warrant. | |
| MOTION | Motion by Selectperson Dunham to approve the warrant #20 in the amount of \$332,482.70. | |
| SECOND | Second by Selectperson Durgin | |
| PASS/FAIL | Motion passes: 5-0 | |
| | # 3 SELECTBOARD COMMUNICATIONS | |
| DISCUSSION | 1) Selectperson Durgin updated the Board on the last budget meeting at the RSU 38. 2) Review of the Readfield Trails Agreements/Trails Easements Acceptance Policy | |
| MOTION | Motion by Selectperson Durgin to accept the Readfield Trails Agreements/Trails Easements Acceptance Policy as written. | |
| SECOND | Second by Selectperson Pomerleau. | |
| PASS/FAIL | Motion passes: 5-0 | |
| MOTION | Motion by Selectperson Dunham to advertise for the representative for KVCOG by all means available. | |
| SECOND | Second by Selectperson Curtis. | |
| PASS/FAIL | Motion passes: 5-0 | |
| MOTION | Motion by Selectperson Curtis to invite the Board Chairs or representatives of all committees to the public hearings on | |

| | |
|---|---|
| | 5/27 & 5/28 from 6-8 pm. |
| SECOND | Second by Selectperson Durgin. |
| PASS/FAIL | Motion passes: 5-0 |
| DISCUSSION | 3) Selectperson Curtis has offered to hand carry absentee ballots to any residents that need them. 4) Chairperson Reay would like the minutes to reflect that the meeting of 1/26/15 was a consensus of the Board to have seven (7) members on the Appointment Procedure Ad-Hoc Committee to include: 2 Select Board Members, 2 Residents, 2 at large committee members and the Town Clerk. 5) Consensus of the Board to invite the Spirit of America award winners to the public hearing on 5/27/15. 6) Selectperson Dunham believes that the current email system for the Select Board is a burden and he is not going to use his email any longer and use paper. 7) Selectperson Dunham addressed two (2) emails from residents. |
| #4 TOWN MANAGER | |
| DISCUSSION | 1) "A-Copi" Contract has been received by the town manager. |
| MOTION | Motion by Selectperson Pomerleau to ask the Town Manager to sign the contract to expire 03/31/2016. |
| SECOND | Second by Selectperson Durgin. |
| PASS/FAIL | Motion passes: 5-0 |
| DISCUSSION | 2) Drug take back day is Thursday, April 24, 2015. |
| #5 BOARDS, COMMITTEES, COMMISSIONS & DEPARTMENTS | |
| DISCUSSION | 1) Selectperson Dunham would like an engineer to evaluate the cemetery walls and the wall in dispute on town property. |
| MOTION | Motion by Selectperson Dunham to have an engineer to give scope of services for repairing the walls. |
| SECOND | Second by Selectperson Curtis. |
| PASS/FAIL | Motion passes: 5-0 |
| DISCUSSION | 2) Town Manager Shaw has had a property owner contact her again with regards to the piece of land he would like to purchase from the Town. 3) The Board needs to review the policy on selling tax acquired property and follow those guidelines. 4) What is the assessed value of the property in question and what are the expenses incurred by the Town to maintain the property. 5) Consensus of the Board to have the Town Manager research the above information. |
| #7 RESIGNATION – CEMETERY COMMITTEE | |
| DISCUSSION | 1) |
| MOTION | Motion by Chairperson Reay to regretfully accept the resignation of Evelyn (Adell) Potter. |
| SECOND | Second by Selectperson Durgin |
| PASS/FAIL | Motion passes: 5-0 |
| #6 APPOINTMENTS/REAPPOINTMENTS | |
| DISCUSSION | 1) |
| MOTION | Motion by Selectperson Dunham to appoint Gene Carbona to the Appointment Procedures Ad-Hoc Committee for a term to be determined in the committee directives. |
| SECOND | Second by Selectperson Reay. |
| PASS/FAIL | Motion passes: 4-1 (Durgin) |
| #8 TRAIL EASEMENT/AGREEMENT | |
| DISCUSSION | 1) Was discussed under #3 Select Board Communications. |
| MOTION | |
| SECOND | |
| PASS/FAIL | |
| #9 PUBLIC HEARING – LIQUOR LICENSE | |
| DISCUSSION | 1) No public objections were made. |
| MOTION | Motion by Chairperson Reay to waive the Public Hearing. |
| SECOND | Second by Selectperson Pomerleau. |
| PASS/FAIL | Motion passes: 5-0 |
| MOTION | Motion by Chairperson Reay to approve application for the Weathervane Liquor License. |
| SECOND | Second by Selectperson Pomerleau. |
| PASS/FAIL | Motion passes: 5-0 |
| #11 MEET THE CANDIDATE NIGHT | |

| | |
|-------------------|---|
| DISCUSSION | 1) May 6, 2015 from 6-8 pm to meet the candidates. 2) Invite Darryl Brown to be moderator. |
| MOTION | Motion by Selectperson Durgin to extend the meeting until 9:15 pm. |
| SECOND | Second by Chairperson Reay. |
| PASS/FAIL | Motion passes: 5-0 |
| DISCUSSION | 3) What methods will the moderator take questions? |
| MOTION | Motion by Selectperson Curtis to allow emails, letters and phone calls from the public. Phone calls will be taken if time permits. Meeting to be held at the town hall. |
| SECOND | Second by Selectperson Durgin. |
| PASS/FAIL | Motion passes: 4-1 (Reay) |
| | #12 SUMMER RESIDENT SOLID WASTE |
| DISCUSSION | 1) The next messenger should mention information about the summer resident solid waste issue. |
| MOTION | Motion by Chairperson Reay to extend the meeting, not to exceed 9:45 pm. |
| SECOND | Second by Selectperson Curtis. |
| PASS/FAIL | Motion passes: 5-0 |
| DISCUSSION | 2) The Board to leave the transfer station hours as they are. |
| MOTION | Motion by Selectperson Curtis to advertise by all means available that the transfer station hours will remain the same. |
| SECOND | Second by Chairperson Reay. |
| PASS/FAIL | Motion passes: 4-1 (Dunham) |
| | #13 OTHER |
| DISCUSSION | 1) The cost to publish the secret ballot review sheet in the Community Advertiser is \$700 |
| MOTION | Motion by Selectperson Pomerleau to publish the Secret Ballot Information Sheet in the Community Advertiser week ending 5/8/2015. |
| SECOND | Second by Chairperson Reay. |
| PASS/FAIL | Motion passes: 5-0. |
| DISCUSSION | 2) Consensus of the Board to have the town manager inform Paula Clark that her summary needs to be in no later than 5/6 to the clerk. |
| MOTION | Motion by Selectperson Durgin to reopen the motion to extend the meeting not to exceed 9:45 pm and go into public communications. |
| SECOND | Second by Selectperson Pomerleau. |
| PASS/FAIL | Motion passes: 5-0 |
| DISCUSSION | 3) Selectperson Curtis would like to begin the town manager search immediately. |
| MOTION | Motion by Selectperson Curtis to begin advertising by all means available for the Town Manager position. |
| SECOND | Second by Selectperson Durgin. |
| PASS/FAIL | Motion fails: 1-4 (Reay, Pomerleau, Durgin, Dunham) |
| DISCUSSION | 4) Mr. Carbona would like the Board to answer why he is under scrutiny for having notes in hand when addressing the Board. 5) Mr. Reay would like the Board to have copies of the maintenance log for the Town truck. 6) Mr. Reay would like the numbers from the snowplowing of the sidewalk from last year and how the next years budget will be figured. 7) Selectperson Curtis and Durgin will work together to redact derogatory statements made in the budget survey for a FOAA request. |
| MOTION | Motion by Selectperson Durgin to reopen Warrant Article #13 and #15 due to an error in the wording. |
| SECOND | Second by Selectperson Curtis. |
| PASS/FAIL | Motion passes: 5-0 |
| MOTION | Motion by Selectperson Durgin to add the wording ", with all unexpended balances to be carried forward." to Warrant Article #13. |
| SECOND | Second by Selectperson Curtis. |
| PASS/FAIL | Motion passes: 5-0 |
| MOTION | Motion by Selectperson Durgin to add the wording ", with all unexpended balances to be carried forward." to Warrant Article #15. |
| SECOND | Second by Selectperson Curtis. |
| PASS/FAIL | Motion passes: 5-0 |
| DISCUSSION | 8) Selectperson Durgin will be unable to attend the next Board meeting, therefore Selectperson Dunham has volunteered to review the warrant in his place. |

ADJORN: 10:30 pm