

**Readfield Select Board
Regular Meeting Minutes May 18, 2015**

Select Board members present: Valarie Pomerleau, Sue Reay, Greg Durgin, and Thomas Dunham

Excused Select Board members: Allen Curtis

Others attending: Shannon Gould, William Starrett (PEG TV), Teresa Shaw (Interim Town Manager), Robin Lint (Town Clerk), Christine Sammons, John Parent, Milton Wright, Grace Keene, Sandra Rourke, Veronica Carbona, Francis Zambella, Alex Wright, Cathy Wright, Carolyn Armstrong, Robert Bittar, Kim Whitman, Dana Poulin, Larry Poulin, Laurence Perkins, Marion Dunham, Robert Peale, Deb Peale, and Karen Peterson.

The meeting was called to order at 6:33 pm by Mrs. Reay, followed by the Pledge of Allegiance.

(1) Minutes:

- **Motion** by Mr. Durgin to approve the minutes of May 4, 2015 as corrected, second by Mr. Dunham. Vote 4-0 in favor.
- **Motion** by Ms. Pomerleau to approve the minutes of May 12, 2015 as amended, second by Mr. Durgin. Vote 4-0 in favor.

(2) Warrant: The warrant was reviewed by Mr. Durgin.

- **Motion** by Mr. Durgin to approve Warrant #23 in the amount of \$45,413.05 which includes payroll, second Ms. Pomerleau. Vote 4-0 in favor.

(16) Maranacook Dam Committee: Taken out of order.

- Mr. Laurence Perkins was in attendance from the Maranacook Dam Committee and was in attendance to get the board's approval on the RFP for the Maranacook Lake Dam Renovation Preliminary Engineering Study.
- **Motion** by Mr. Dunham to approve the RFP for the Maranacook Lake Dam Renovation Preliminary Engineering Study as amended, second by Mrs. Reay. Vote 4-0 in favor.

(3) Select Board communications and goals update:

- Orientation for new Select Board members will be held on June 11, 2015 at 6:00 pm.
- Select Board members received complaints from abutters of the Mill Stream Trail area. The abutters were upset that they were not notified in advance of the work being done that weekend on the trail. Several board members did go and check the trail out and reported how nice it looked.
- Mrs. Reay reported that she had posted the Notice of Public Hearing being held by the Select Board on May 27th and 28th. The return was signed by the Select Board.

(4) Town Manager:

- The Interim Town Manager reported that 105 people attended the RSU#38 on floor budget vote and 70 of them were Readfield residents.
- The packet included a copy of Title 23 Chapter 21 §1917-A Unlawful removal of political signs which included taking, defacing or disturbing political signs. It had been reported to the Town Office that some political signs had been defaced or disturbed in some way.
- Mrs. Shaw (Interim Town Manager and Interim Road Commissioner) asked the board for some guidance on a request from Mr. Bittar. Mr. Bittar has requested permission to open, the Mill Stream Road for the purpose of drilling a well on the other side and running his water line under the road. The following conditions were set by the Select Board: Return the road to original condition, sleeve the pipe, bury at least five feet down, compact the gravel in 12 inch layers, the day it is open is the day it is back filled and Mr. Bittar will be responsible for any settling of the road for one year.

Motion by Mr. Dunham to create a highway opening permit form and charge \$25.00 for the permit with the Road Commissioner assisting the Code Enforcement Officer to create and issue a permit with the guidelines set forth, second by Ms. Pomerleau. Vote 4-0 in favor.

(5) Boards, Committees, Commissions & Departments:

- No reports

(6-9) Appointments/Reappointments:

- **Motion** by Mrs. Reay to reappoint Shelly Gerstein to the Cobbossee Watershed District, Rob Peale to the Trails Committee, G. Marianne Perry, Debora Doten, John Moran and Grace Keene all to the Cemetery Committee, Janet Tarbuck, Beverly Monsulick and Deborah Peale to the Library Board of Trustees and all for a term July 1, 2015 through June 30, 2018, second by Mr. Dunham. Vote 4-0 in favor.

(10) Appointment & Procedure Ad hoc Committee-Draft criteria:

- Review the current Appointment Policy.
- No chair recommendations, per MMA.
- FOAA responsibly as a committee member.
- Address resignations.
- Ethics should be a separate policy and Mr. Durgin volunteered to work on that policy.
- MMA has advised to have term limits established.

(11) Manager Job description:

- Mrs. Reay made some changes to the last draft of the job description. Removed “Requirement to live within 30 minutes of the Town Office under normal driving conditions.” Replaced by “Living in Readfield is preferred but negotiable.” Also under Minimum Qualifications, take out the word *strong*.

(12) Town Manager’s Job Ad:

- The ad was adjusted to match the wording in the job description. There were other small corrections that Mr. Durgin will give to Mrs. Shaw for correction.
- The applications will be opened by the Select Board on June 8th at 4:30 pm.

(13) Public Communication Policy 2nd Reading:

- Mrs. Reay made changes to the policy incorporating the submissions of other board members.

(14) Legal Services:

- **Motion** by Mr. Dunham to hire Steve Langsdorf of PretiFlaherty for the town’s legal counsel and to notify the current legal counsel and the other firms who applied, second by Ms. Pomerleau. Vote 3-1 in favor with Mr. Durgin voting against because of the cost and being a large company.
- The Interim Town Manager will send a thank you card to Lee Bragg’s office along with notification to him and the others whom submitted an RFP of the board’s decision.

(17) Job Description for the Collections Clerk:

- Ms. Pomerleau assured the board that the Union said that since the collection clerk was not fired and left the job on her own that the board could change the job description for this position.
- The Interim Town Manager handed out to the board a report taken off the town’s system that shows the amount of money transactions during certain times of the year. The report showed that the front desk

handles a lot more transactions during the time between Memorial and Labor Day and that overall the work at the front desk is the same amount as four years ago.

- **Motion** by Mr. Durgin to advertise for a long term collection clerk using the current job description in place and further direct the Town Manager to connect with employment agencies in the area to proceed to fill the collection clerk position, second by Mr. Dunham. Vote 2-2 with Mrs. Reay and Ms. Pomerleau voting in the negative. Motion fails.
- **Motion** by Mr. Durgin to have the Town Manager start calling temp agencies tomorrow to fill the collection clerk's position at the hours the current collection clerk is working, second by Mr. Dunham. Vote 3-1 in favor with Mrs. Reay voting in the negative.

(18) Other: Cemetery Walls

- The Sexton, Karen Peterson, reported that the Cemetery Committee hasn't met since they have received the Limited Structural Evaluation report from Helen Watts Engineering on the walls at the Readfield Corner and Case Cemeteries.
- The projects needed are too expensive and some more Capital Improvement funds may need to be saved before going forward.

(19) Members of the Public:

- Mrs. Carbona spoke on the attacks her family has endured in the recent weeks and asked the board to do something about it.
- **Motion** by Mr. Durgin to extend the meeting till 9:10 pm, second by Ms. Pomerleau. Vote 4-0 in favor.
- Mrs. Peterson thanked the residents who volunteered their time to work in the Readfield Corner Cemetery in her absence. Mrs. Peterson worked the Transfer Station that day.

Mrs. Reay adjourned the meeting at 9:12 pm.

Recorded by Robin Lint