

**Readfield Select Board
Regular Meeting Minutes June 1, 2015**

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

Others attending: Kristie Hutchinson, William Starrett (PEG TV), Teresa Shaw (Interim Town Manager), Robin Lint (Town Clerk), Christine Sammons, Alex Wright, Deb Peale, Lorraine Hall-Wagner, Abby Whittaker, Eugene Carbona and David Hepfner.

The meeting was called to order at 6:31pm by Mrs. Reay, followed by the Pledge of Allegiance.

(1) Minutes:

- **Motion** by Ms. Pomerleau to approve the minutes of May 18, 2015 as amended, second by Mr. Durgin. Vote 4-0-1 in favor with Mr. Curtis abstaining because he was absent at the May 18th meeting.
- **Motion** by Mr. Durgin to approve the minutes of May 21, 2015 as written, second by Mr. Curtis. Vote 5-0 in favor.
- **Motion** by Mr. Curtis to approve the minutes of May 27, 2015 as amended, second by Mr. Durgin. Vote 5-0 in favor.

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

- **Motion** by Mr. Curtis to approve Warrant #24 in the amount of \$330,866, second Mr. Durgin. Vote 5-0 in favor.

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- **Motion** by Mr. Dunham to take item #9, Kents Hill School Liquor License out of order, second by Mr. Durgin. Vote 5-0 in favor.

(9) Kents Hill School Liquor License:

- **Motion** by Mr. Curtis to waive the public hearing for the Kents Hill School Liquor License, second by Mrs. Reay. Vote 5-0 in favor.
- Ms. Whittaker stated that they had no problems last year and that the dorms were available for overnight guest. She also reported that no minors will be attending the event.
- **Motion** by Mr. Dunham to approve the application for the Kents Hill Liquor License for Saturday, June 20th from 4:30 pm to 11:59 pm, second by Mr. Curtis. Vote 5-0 in favor.

(3) Select Board communications:

- Mrs. Reay addressed Mr. Curtis's request to hold a public hearing on the Giles Road Bridge to get public input. It was the board's consensus that the board did not have enough information to hold a public hearing.
- Mrs. Reay stated that she had reviewed the last two town meetings concerning the overdrafts. Mrs. Reay said that at the time of the town meetings the board did not know exactly what the overdrafts were going to be. Mr. Durgin reported that the current overdrafts was the Road Bond for \$239.70 at this time.
- Mr. Curtis reported that the board has signed tentative agreements with the Union and that if legally able; he would share the agreements at the next Select Board meeting.
- Mr. Dunham stated that he was still unclear on the directives for the Appointment Policy Adhoc Committee as there was no vote taken at the last meeting. Select Board members will share their notes to come up with the list and this item will be on the agenda for the next meeting.
- Mr. Curtis will give the Interim Town Manager a survey from KVCOG to fill out.

(4) Town Manager:

- Advertising for the Town Managers position will cost \$1,976.48 for 2 Sundays in Lewiston Sun Journal, 2 weekends in the Bangor Daily News and 14 days and 2 Sundays in the Kennebec Journal/Portland Press Herald. Some advertising in free spots like the web site, peg station and MMA are also being utilized.
- Mrs. Shaw reported that MRI has refunded the full amount of \$999 to the town because of the dissatisfaction that the board and employees expressed in an e-mail to Mr. Jutton.
- Mrs. Shaw asked if the board had set any salary or benefit package for the town manager position. Mrs. Shaw said that she had an inquiry. The board said they had not and it would depend on the qualifications of the candidate.

(5) Boards, Committees, Commissions & Departments:

- No reports taken up.

(6) Appointments/Reappointments:

- No appointments or reappointments were done.

(7) Public Communication Policy final reading:

- Mr. Durgin had a some grammatical changes and a couple of word changes.
- **Motion** by Ms. Pomerleau to approve the Public Communications Policy as edited by Mr. Durgin, second by Mr. Durgin. Vote 0-5 motion fails.
- **Motion** by Ms. Pomerleau to accept the Public Communications Policy that the whole board has been working to update and the grammatical corrections and the two words that Greg Durgin corrected, second by Mr. Durgin. Vote 5-0 in favor.

(8) Collections Clerk Job description:

- A few grammatical changes were discussed. Mr. Durgin will give the Interim Town Manager his corrections.
- Ms. Pomerleau proposed this job be a 25 hour a week job and the town office window will be closed except for those 25 hours. This would be a change from the Town Office being open 38 hours a week to 25 hours a week, cutting 13 hours of service. The town staff will prepare a spreadsheet of the busiest month and the slowest month of transactions for the next Select Board meeting.
- Mr. Curtis wants the document to state that if applicants are equally qualified a Readfield resident would have preference.

(10) Road Work RFP's:

- Mr. Curtis reported that the Road Committee tabled the Road Work RFP's until Mr. Perkins could review them and get back to the committee.
- The Select Board had some minor changes to the RFP's.
- Mr. Curtis felt the board should wait to hear back from the Road Committee before proceeding. Other board members felt the need to get the RFP's advertised in order to get on with the summer work of the contractors.
- **Motion** by Mr. Dunham to authorize the Road Commissioner to send out the RFP's on ditching, rock removal, shoulder gravel, crack seal and paving work with a due date of June 18 by 3:00 pm, second by Ms. Pomerleau. Vote 4-1 with Mr. Curtis voting in the negative.
- The Interim Town Manager will advertise in the Kennebec Journal, web site and send the RFP's to the current contractors on her contractor list.

(11) New Member Start Date:

- Mrs. Reay opened a discussion about the start date of the two new Select Board members. Mr. Durgin had also done some research on the subject. Although the Town of Readfield does not have a charter, ordinance or a town meeting vote to establish a start date of July 1 for new board members it is tradition.
- The Town Clerk stated that if new members approached her and asked to be sworn in and that they were requesting to start their term immediately the board would have to comply by State law.
- A warrant article should be on the November ballot should be written establishing the term start date for Select Board members.

(12) Other:

- No other business.

(13) Members of the Public address the Select Board:

- Ms. Doten asked why Mrs. Lorraine Hall-Wagner's reappointment application was not in the packet. The Clerk, Robin Lint, responded to the question by letting the board know that she does have it and that with the busy schedule last week, the holiday and being out of the office for personal reasons that it was just a mistake to have not remembered it and apologized for it.
- Mr. Hepfner asked the board to put more information out there for the RSU #38 budget and how it impacts the residents tax dollars.
- Mr. Carbona said that he has been receiving e-mails and phone calls asking him questions about the town ballot and budget. Mr. Carbona wanted the board's recommendation on what he can and cannot say. The board said there is information out there and on the web site for people to review and that the board has held multiple informational meeting to help residents.
- **Motion** by Mr. Durgin to extend the meeting to 9:10pm, second by Mrs. Reay. Vote 3-2 with Ms. Pomerleau and Mr. Curtis voting against.

Mrs. Reay adjourned the meeting at 9:04pm.

Recorded by Robin Lint