

# Town of Readfield – SELECT BOARD

## MINUTES

08/10/2015

6:26 PM

TOWN OFFICE

<b>MEMBERS PRESENT</b>	Valarie Pomerleau, Allen Curtis, Bruce Bourgoine, Christine Sammons, Thomas Dunham
<b>MEMBERS ABSENT</b>	
<b>MEETING TYPE</b>	SELECT BOARD MEETING
<b>NOTE TAKER</b>	Tina L. Cagle
<b>ATTENDEES</b>	Town Manager, Teresa Shaw, Kathryn Mills Woodsum, Sandra Rourke Roland Cote, Grace Keene, John Parent

### Agenda topics

	<b>#1 MINUTES 07/28/2015</b>	
<b>DISCUSSION</b>	1) Minutes will be amended and reviewed at the next Select Board Regular meeting.	
<b>MOTION</b>		
<b>SECOND</b>		
<b>PASS/FAIL</b>		
	<b>#2 WARRANT #5 &amp; 6 REVIEW</b>	
<b>DISCUSSION</b>	1) Review of warrant by Selectman Dunham.	
<b>MOTION</b>	Motion by Selectperson Dunham to approve Warrant #5 & 6 in the amount of \$500,458.93.	
<b>SECOND</b>	Second by Selectperson Bourgoine	
<b>PASS/FAIL</b>	Motion passes: 5-0	
	<b># 3 SELECT BOARD COMMUNICATIONS</b>	
<b>DISCUSSION</b>	1) Chairperson Pomerleau would like to remind everyone to use the microphones. 2) Selectperson Bourgoine thanked all the volunteers for their support because they help make Heritage Days a success. 3) Selectperson Bourgoine would like to discuss a six point plan to hire a new town manager.	
<b>MOTION</b>	Motion by Selectperson Bourgoine that the Readfield Select Board appoint a Town Manager Selection Citizen Advisory Committee that consists of at least two representatives from standing town committees or boards, up to two volunteer members of the public with HR or job interviewing experience if available, up to two interested volunteer public members, and at least one employee (5-7 members total). This Committee will be charged with interviewing a finalist or finalists following interviews and pre-qualification by the Select Board. Committee members will act confidentially. The Committee will provide feedback to the Select Board in a joint Executive Session prior to Town Manager appointment. The Select Board will be solely responsible to make the final decision on offering the position to a candidate based on its interviews, reference checks, Citizen Advisory committee feedback, and any offer negotiations.	
<b>SECOND</b>	Second by Selectperson Dunham.	
<b>DISCUSSION</b>	4) Selectperson Curtis believes that the process has begun and it is not fair to prior candidates and the current manager. The process is taking too long now. 5) Chairperson Pomerleau would like to advertise now for volunteers so that they will have already been notified about the process and if needed they would be available to sit on the Committee. 6) Selectperson Dunham stated that he thinks the current Board is an excellent representation of the community and that the Board should be able to make a decision. 7) Selectperson Bourgoine would like the community input to help second the Boards decision. 8) Selectperson Sammons would like the public to speak with the candidate to see if they get a good vibe. 9) Chairperson Pomerleau stated that there is already a HR person available from Maranacook that has already said she would participate.	
<b>PASS/FAIL</b>	Motion fails: 2-3	
<b>MOTION</b>	Motion by Selectperson Curtis to invite Kate Taylor to be a HR representative for any interviews the Board may have. And sign a confidentiality agreement.	
<b>SECOND</b>	Second by Chairperson Pomerleau	
<b>PASS/FAIL</b>	Motion passes: 4-1	
	<b>#4 TOWN MANAGER</b>	
<b>DISCUSSION</b>	1) MDOT will be closing the North Road to Thru Traffic on 09/14 thru 09/17/2015. There will be a detour routing traffic around. 2) Town Manager will verify that the Transfer Station traffic will be allowed.	

	3) Remove a rock on Old Kents Hill Road and will be paving Old Kents Hill and Nickerson Hill next week. 4) The Secret Ballot vote will be held on 09/01/2015 from 8 am – 8 pm at Town Hall.
<b>MOTION</b>	
<b>SECOND</b>	
<b>PASS/FAIL</b>	
	<b>#5 BOARDS &amp; COMMITTEES</b>
<b>DISCUSSION</b>	1) Chairperson Pomerleau thanked the committees for their minutes.
<b>MOTION</b>	
<b>SECOND</b>	
<b>PASS/FAIL</b>	
	<b>#6 APPOINTMENTS</b>
<b>DISCUSSION</b>	1) Cemetery Committee Application
<b>MOTION</b>	Motion by Selectperson Bourgoine to approve the application to the Cemetery Committee for Andrew Tolman, term expiring 06/30/2018.
<b>SECOND</b>	Second by Selectperson Dunham.
<b>PASS/FAIL</b>	Motion passes: 5-0
	<b>#7 RESIGNATION</b>
<b>DISCUSSION</b>	1) Trails Committee Resignation due to being a sitting member of the Select Board.
<b>MOTION</b>	Motion by Selectperson Dunham to regretfully accept the resignation of Christine Sammons from the Trails Committee.
<b>SECOND</b>	Second by Chairperson Pomerleau.
<b>PASS/FAIL</b>	Motion passes: 5-0
	<b>#8 NOTICE OF PUBLIC HEARING</b>
<b>DISCUSSION</b>	1) Signature only.
<b>MOTION</b>	
<b>SECOND</b>	
<b>PASS/FAIL</b>	
	<b>TAKEN OUT OF ORDER</b> <b>#10 VEHICLE LOG BOOKS</b>
<b>DISCUSSION</b>	1) A clipboard will be put in every town owned vehicle and the town tractor 2) The mileage must be entered after each stop as well as the time for each stop. 3) Fuel usage must be entered in the log. 4) These logs will be reviewed quarterly by the Town Manager.
<b>MOTION</b>	Motion by Selectperson Bourgoine to have Vehicle Log Books in every Town owned vehicle as well as the Town Tractor.
<b>SECOND</b>	Second by Selectperson Dunham.
<b>PASS/FAIL</b>	Motion passes: 5-0
	<b>#11 SELECTBOARD RETREAT</b>
<b>DISCUSSION</b>	1) The church is available on Fridays in September. 2) Chairperson Pomerleau will contact Dana Lee for use.
<b>MOTION</b>	
<b>SECOND</b>	
<b>PASS/FAIL</b>	
	<b>#12 OTHER</b>
<b>DISCUSSION</b>	1)
<b>MOTION</b>	
<b>SECOND</b>	
<b>PASS/FAIL</b>	
	<b>#13 PUBLIC COMMUNICATIONS</b>
<b>DISCUSSION</b>	1) Resident Roland Cote commented regarding the hiring process for the Town Manager and suggested that the Board moves as quickly as possible.
<b>MOTION</b>	Motion by Selectperson Curtis to enter into executive session per 1 M.R.S.A. 405 (6)(a) for Union Updates.
<b>SECOND</b>	Second by Selectperson Sammons.
<b>PASS/FAIL</b>	Motion passes: 4-0

	<b>#9 TRANSFER STATION</b>	
<b>DISCUSSION</b>	1) Solid Waste and Recycling Chair Kathryn Mills Woodsum reviewed the minutes from the committees last meeting regarding implementing change at the Transfer Station to help defer costs. 2) 10770 3) There isn't just one thing wrong at the Transfer Station. The system needs a complete revamping. 4) Selectperson Bourgoine would like a Return on Investment if scales are considered for the Transfer Station. 5) Once the ROI has been reviewed, possibly implementing the Solid Waste and Recycling Committees recommendations. 6) Selectperson Bourgoine does not like the idea of cameras taping the employees doing their jobs. Maybe after hours? 7) An RFP will be sent out for covers on the demo bins. 8) A facility map will be drawn showing new sign placements and camera placements. 9) A project plan will be reviewed as well.	
<b>MOTION</b>	Motion by Selectperson Bourgoine to order the signage and begin implementing the recommendations of the SWRC.	
<b>SECOND</b>	Second by Selectperson Sammons	
<b>PASS/FAIL</b>	Motion passes: 3-2	
	<b>EXECUTIVE SESSION</b>	
<b>DISCUSSION</b>	1)	
<b>MOTION</b>	Motion By Chairperson Pomerleau to enter into Executive Session per M.R.S.A. 405(6)(a) for Personnel Matters – Town Manager Applications	
<b>SECOND</b>	Second by Selectperson Dunham.	
<b>PASS/FAIL</b>	Motion passes: 5-0	