

**Readfield Select Board
Regular Meeting Minutes September 21, 2015**

Select Board members present: Valarie Pomerleau, Thomas Dunham, Christine Sammons, Bruce Bourgoine and Allen Curtis

Others attending: Teresa Shaw (Interim Town Manager), William Starrett (Channel 7), Kristin Parks (Board Secretary), Mark Edgecomb, Ken Edgecomb, Cyrus Whitcomb, Grace Keene, Debora Doten, Milton Wright, Linwood Reay II, Kathryn Mills Woodsum, Lorraine Wagner, Eugene Carbona, Marion Dunham, John Parent, Lee Mank & Mike Nollette.

Ms. Pomerleau called the meeting to order at 6:31 pm followed by The Pledge of Allegiance.

#01 Minutes – September 8, 2015

- **Motion** by Mrs. Sammons to approve the Minutes of the September 8, 2015 meeting as amended, **second** by Mr. Curtis. **Vote** 5-0 in favor.

#02 Warrant #13 & 14

- **Motion** by Mr. Bourgoine to approve Warrant #13 & 14 in the amount of \$50,954.14, **second** by Mr. Dunham. **Vote** 5-0 in favor.
- **Discussion:** Mr. Dunham asked if Teresa had fees for Waste Management/Demo Tipping dumpster, Teresa did not at the time but is working on it.

#12 Auto Graveyard Permits

- **Motion** to approve the three permits as written with conditions as written by Mr. Bourgoine, **second** by Mrs. Sammons. 5-0 in favor.
- **Discussion:** CEO Scott Lucas was not present. Conditions of approval are all stated on permits and are all similar. Mr. Curtis asked Mr. Whitcomb regarding access to the back for emergency vehicles to allow entry. If snow is that deep is there anyone back there? Mr. Whitcomb said during the winter months there isn't much access. There is no place to pile the snow. He plows it himself. The permits will be for a year starting on September 30, 2015 and expiring on September 30, 2016.

#10 Fire Truck – Timeline

- **Motion** by Mr. Bourgoine if all bonding completed, **second** by Mr. Dunham. **Vote** 5-0 in favor.
- **Discussion:** Would like to see this on the November ballot. How is this going to be presented to the public? Mr. Mank went over the truck equipment pricing. \$426,000 but can save another \$5000 or \$6000 if prepaid cutting the price down to \$420,000 plus whatever interest rate on a bond. E1 is after price increase, but will honor old price at that point. If we get a decision from citizens. Truck is over 365 days out, order November of this year but won't be ready until November 2016. Unable to prepay due to bonding, ect. In November for vote, asking to order the truck to get the better pricing and to get it in the 2016/2017 budget. Have to have warrant done by October 1. Teresa to try and get quotes back from financial institutions. With voter approval Mr. Mank can order the truck with no down payment and then pay in full when truck is delivered. If unable to get bond in time for November will have to do it in June. Special meeting scheduled for Monday, September 28, 2015 at 6:30 pm suggested by Mr. Bourgoine for the purpose of finalizing the warrants for the November 3rd ballot and making that motion with

expectation that all diligences are completed to get all the bonding, ect. Mr. Dunham suggested Mr. Mank to educate public when we get to that point along with making sure purchasing policies are completed and all in place.

#03 Select Board Communications

- Mr. Curtis wondering about job descriptions as they are overdue, they should have been back by now. Need to have them as we move into mediation on 14th and 15th of October. The Union has said very clearly that job descriptions need to be completed to be able to move forward. Employees need to meet this goal. Encourage their participation. Have completed by next meeting. We are in the process of entering mediation into union. There are five areas and mediation will help us sort through that and be completed with that soon. Mrs. Sammons mentioned possible to have executive session to discuss. Teresa to post meeting on September 28th at 6:00 pm.
- Resident from last meeting is able to now reach Mrs. Sammons via the phone numbers that were provided at last meeting.
- Mrs. Sammons addressed the background check in process. Hoping for email communications to be more efficient. MMA is working on background check and as soon as Ms. Pomerleau gets correspondence she will send to Teresa to send to rest of Select Board. Mr. Curtis expressed concern on communication as well; try to find more effective communication.
- Mrs. Sammons asked if any headway on ADHOC Committee meeting? Mr. Dunham said no. Hasn't initiated yet but will get working on it.
- Mr. Bourgoine will be attending the Kennebec Valley Council Of Government meeting on Tuesday, September 22, 2015 with Martin Hanish and will report in two weeks at the next meeting.
- Ms. Pomerleau mentioned they paved the transfer station. Rumor has it some people were not happy. Ms. Pomerleau asked who the authorization for the paving was done by and the cost? Mrs. Shaw believed voting was discussed by Select Board. RFP was not done. Discussion of not completing the RFP should have one for transfer station and one for roads. Policies say anything over 5000 have to have a RFP. Mr. Reay expressed concern that we should be following rules. Money coming out of transfer station capital fund for the paving. Believe that the paving was discussed at a meeting for bid on the roads but unable to remember what meeting they were discussed and approved; possibly mid-July? Road committee met July 16th. Ms. Pomerleau says we need to figure out controversy if we did or didn't approve.

#04 Town Manager

- The Living Fence, pictures were provided on the progress, volunteers have purchased for the third mound. Donations from Audrey Luce.
- Received email from Stephen Langsdorf that the drainage easement is fine to go ahead with.
- Will get info on paving for the transfer station paving.
- Nickerson Hill Road, Old Kents Hill Road and Wings Mills Road paving is all completed.

#05 Boards, Committees, Commissions & Departments

- No Discussion

Appointments/Reappointments:

#06 Appointments –

- **Motion** reoffered by Mr. Bourgoine to ask that letters of interest for the school board opening are able to be received up until September 30th, **second** by Mr. Dunham. Mr. Bourgoine offered to write and send to advertiser for public notice. Ms. Shaw to review. Mr. Dunham to **amend** to have Mr. Bourgoine to follow through on the advertising. Amendment **Vote** 5-0 in favor, original motion **Vote** 5-0 in favor.
- **Discussion:** Mr. Bourgoine addressed opening for school board. Last meeting made a motion to have letters of interest in by September 23rd, to have by the meeting on October 5th. Certainly can take them until September 30th. Would like to advertise and publish, especially Community Advertiser, website.

#07 Resignations – None

Unfinished Business:

#08 Inter Local Agreement/Transfer Station in Wayne

- Mr. Curtis to discuss termination agreement. Readfield has 18 months advance, Wayne only has 3 months and concerned about length of time. Joint meeting in October.
- Mrs. Sammons addressed that last meeting discussion was if we didn't continue we would lose out on that equipment on the summer work one. Capacity, travel time, wages, time management, ect. to get it all done. Do we have the capacity to manage all that and still get it completed on Readfield's end? Mr. Curtis had a discussion regarding maintenance jobs and everything getting completed. Ms. Pomerleau said that original plan was to look at fees that are being charged, a lot of things not covered, look over and readdress. Mr. Reay discussed in local agreement paper, explain to public why it's costing money now when we used to make money when recycling?
- Katherine Woodsum addressed Mr. Reay question that there still coming in under cost but has fees associated with recycling, biggest savings was with single sort. Had times when we have been paid, no money either way, or got paid. Other point, Ms. Pomerleau asking town manager to ask for a new fee list for items not being recycled. Next meeting is in November.
- Interlocal agreement, Ms. Pomerleau noted that there were no bids put out for the past two years. Last year put out to bid and no one responded. Year before that it was three times the cost at what it was costing us. Neither Wayne nor Readfield were interested in the cost.
- **Motion** made by Mr. Curtis to ask the Transfer Station recycling Committee to review the fee schedule. **No second and No Vote.**
- Mr. Reay questioned if there was a spreadsheet to back up years of recycling and costs, 3 years comparison? Mr. Curtis has a spreadsheet that goes back to 2011 to date 2015, Teresa will look through files.

#09 Culvert RFP Luce Road

- Page 2 – Scope of services, correction of grammar
- Page 5 – Second paragraph, correction of grammar and date.

- Mr. Curtis asked if we need to set date and asked to look at it on September 28th after road committee has looked at it. To be put on agenda. Tabled until September 28th and get feedback from the road committee.

#11 Transfer Station Bin Covers

- Currently have two bids, do we need a third? Discussion if RFP and number of bids. Mr. Allen confirmed that three quotes are not required according to the policy.
- Mr. Dunham review Purchasing Policy Section A, Paragraph 4 – went over terms. Look over purchase policy mentioned by Mr. Curtis. Discussion on purchasing policies and change orders. Ms. Pomerleau suggested putting purchasing policy on a December meeting. Lorraine Wagner question on bids and change orders. RFP materials needed, change orders and pricing.
- Back on covers for the transfer station. Theory is to order one and make sure works before purchasing the second one. Ms. Pomerleau went over figures between the two bids and discussion of costs and if we will be saving money. TB Industries is \$3,640.00 plus shipping of \$395.00. Wastequip is \$3,790.00 plus shipping of \$600.00. Installation is extra. The demo bin you need the extra extension so that will be extra. Discussion on clearance and space. TB Industries looks like the better one to go ahead with. Mr. Dunham suggested holding off until more research is completed before committing. Mr. Dunham offered to call both companies. Tabled until the October 5th meeting.

New Business:

#13 General Assistance Ordinances Appendices

- **Motion** made by Mr. Dunham to sign the General Assistance Ordinance as presented tonight, **second** by Mrs. Sammons. **Vote** 5-0 in favor.
Discussion: Has not changed much from last year. Mr. Curtis believes the dollar values have gone up on the chart.

#14 Select Board Retreat

- **Motion** made by Mr. Bourgoine to move approval for Ms. Pomerleau to sign letter of agreement, **second** by Mr. Curtis. **Vote** 5-0 in favor.
Discussion: Ms. Pomerleau has a letter from Pam Plum, she would like one signed and returned. She has agreed to facilitate for \$900.00. Pam would like to be at church at 7:30 am for set up. Ms. Pomerleau did send her the last two retreat documents. The retreat is scheduled for Friday, October 9th, 8:00 am – 4:00 pm at the Kents Hill Methodist Church. Mr. Dunham did confirm the church.

#15 Secret Ballot Approval Process Ordinance

- **Motion** made by Mr. Dunham to reject this petition and not put it on the November ballot based on our legal advice from four attorneys, **second** by Ms. Pomerleau. **Vote** 3-2, opposed Mrs. Sammons and Mr. Bourgoine.
Discussion: Ms. Pomerleau sent amendment to MMA. Legal looked it over and suggested that it be sent to our attorney, they did not feel that it should be put on the November ballot, as it is not valid. It has some issues and that this stuff should be done in an ordinance not in a ballot. Mr. Dunham stated that the ordinance is not legally binding; conflicts with state statute and will cause confusion. No the way to go about secret ballot. Charter is in order to do secret ballot legally. Mr. Parent would like to know what

was wrong with it, was put together by an attorney according to state regulations and checked by town clerk to make sure met MMA requirements? Ms. Pomerleau went over MMA suggestions from email. Mr. Curtis understands the problems, suggested better approach is for the Select Board and those who have issues with the secret ballot process to sit down and try and work out agreement. Mr. Dunham to do the secret ballot right, MMA advisor, only do secret ballots via a charter, long process and a lot of work. Town can come together for a good understanding, to make legally binding need to go through the charter process. Get it right via a charter process and amendment meetings and do it all legally, otherwise stuck with the statutes we have to follow. Mr. Bourgoine that the petitioners brought in good faith, he would like to proceed with the process to bring people together to get more citizens input. Ms. Pomerleau thinks all committees putting together all budgets need to work together so there aren't any discrepancies in the vote. Mr. Dunham has a big problem with creating an ordinance that isn't legally binding and may conflict with state statute as mentioned in motion. Mrs. Dunham discussed that she attended mini town meetings and talked about her understanding of those meetings and the charter commission. Mr. Reay expressed his concern that at most meetings, made it clear to the people that anything with star had to be approved to make Town of Readfield run. That you just can't put all articles back in special vote because you don't like the outcome.

#16 Other

- Mr. Bourgoine would like the intent to bring forward in one of the October meetings regarding the petition process. Does think we have a petition with a lot of signatures, was rejected this time but here's a process we are going to use to utilize. Really need to speak back to the group and group who originally asked for the secret ballot. Mrs. Sammons stated that a lot of senior citizens came up to her and said this was the first time in years that they were able to vote since they are unable to make it to town meetings. A lot of feedback o Mr. Bourgoine on the revote that took place on September 1st that admired the budget committee and select board working together.
- **Motion** made by Mr. Curtis to reopen vote on recycling proposals sometime in a December meeting. Discuss further. **Motion died.**
- **Motion** made by Mr. Bourgoine to extend meeting by 15 minutes, **second** by Mr. Dunham, **Vote** 4 to 1.

Public Communications:

#17 Members of the public may address the Select Board on any topic

- No Discussion

Motion made by Mr. Bourgoine to adjourn the meeting at 9:05 pm, **second** by Mrs. Sammons. **Vote** 5-0 in favor.

Minutes recorded by Kristin Parks, Board Secretary.