

Town of Readfield – SELECT BOARD

MINUTES

02/03/2015

6:04 PM

TOWN OFFICE

MEMBERS PRESENT	Sue Reay, Valarie Pomerleau, Thomas Dunham, Greg Durgin, Allen Curtis
MEMBERS ABSENT	
MEETING TYPE	SELECT BOARD SPECIAL MEETING
NOTE TAKER	Tina L. Cagle
ATTENDEES	Town Manager, Stefan Pakulski, Grace Keene, Robin Lint, Teresa Shaw, Glen Hawes

Agenda topics

	TRANSITION PROCEDURES FOR TOWN MANAGER
DISCUSSION	<ol style="list-style-type: none">1) Town Manager Pakulski holds the following titles: Town Manager, Treasurer, Tax Collector, Welfare Administrator, Health Officer, Road Commissioner and Transfer Station Manager.2) Appointments must take place before the opening of business on Monday 2/9/15, otherwise taxes can't be collected (which includes: Motor Vehicle Registrations, ATV/Boat Registrations, etc), Accounts Payable, Payroll, etc will be unable to be distributed.3) Taxes will be balanced and recommitted to an appointed person.4) Treasurer, Teresa Shaw.....is the logical choice at this time, if she accepts.5) The Union vote is taking place on 2/10/15...How will that affect Ms. Shaw if she accepts the interim positions until such time as a new manager is found?6) Compensation for Ms. Shaw if she accepts titles? Where will the money come from?7) The Union vote will guide the decision on whether or not Ms. Shaw can take the titles.8) Assistant Transfer Station Manager, Glen Hawes, was suggested to be placed in the Managers position since he has the working knowledge of what needs to be done.9) There may be billing issues with Wayne if Mr. Hawes is made manager.10) Ms. Shaw being the Interim Town Manager should not affect the Union vote for the fact she is just filling in.11) Ms. Shaw should be appointed as the Treasurer as her signature is second to Mr. Pakulski at the bank.12) Does the Bond Insurer need to be notified of Ms. Shaw being the interim town manager.13) A search committee should be formed to detail the criteria for the candidate to possess.14) Guidelines from the Town of Jay may aid the Board with the transition process.15) Leave the Budget Survey on the website and have a disclaimer that
	OTHER BUSINESS
	<ol style="list-style-type: none">1) The Municipal Resources Inc. proposal was received by Chairperson Reay on Sunday via email and they are requesting Thursday, 2/5/15 to do an audit review.2) The Board agreed that waiting until March was a much better choice at this point to have the audit.3) Leave the Budget Survey on the website with a disclaimer stating that you must sign up for a <i>GOOGLE</i> account in order to participate in the on-line survey.4) There is a link on the website that will allow residents to download a PDF copy .

ADJOURN @ 7:10 PM