

Readfield Select Board
Executive Session, Workshop & Regular Meeting Minutes – November 30, 2015

Executive Session:

To have the Board of Selectmen hold an executive session to discuss a tentative collective bargaining agreement pursuant to 1 M.R.S.A. § 405 6(D) and invited Town Manager to attend.

- Meeting called to order at 5:00 pm by Ms. Pomerleau
- Present: Mr. Dyer, Ms. Pomerleau, Mr. Dunham, Mrs. Sammons, Mr. Bourgoine, Mr. Curtis
- **Motion** made to enter an executive session to discuss a tentative collective bargaining agreement pursuant to 1 M.R.S.A. § 405 6(D), made by Ms. Pomerleau and **seconded** by Mr. Bourgoine – **Unanimous**
- The Board exited the executive session at 5:40 pm *(Notes recorded by Mr. Dyer, Town Manager)*

Workshop:

To have the Board of Selectmen hold a workshop to discuss the Select board Roles & Responsibilities Policy

Select Board Meeting

Select Board Members Present: Valarie Pomerleau, Thomas Dunham, Christine Sammons, Bruce Bourgoine, and Allen Curtis

Others Attending: Eric Dyer (Town Manager), Kristin Parks (Board Secretary), William Starret (Channel 7), Thomas Donegan, Roland K. Cote, Brad Jackson, Elizabeth Silvis, Victoria Townley, David Linton, Lenny Reay, Steve Monsulick, Dale Potter Clark, Romaine Turyn, Doug Riley, Kathryn Mills Woodsum and Sandra Rourke

Ms. Pomerleau called the meeting to order at 6:34 pm followed by The Pledge of Allegiance.

Regular Meeting

- **16-038 - Minutes:** Select Board meeting minutes of September 28, September 30 & November 16, 2015
 - **Motion** made by Mrs. Sammons to approve the minutes of the September 28, 2015 meeting as amended, **second** by Mr. Curtis. **Vote 5-0** in favor.
 - **Motion** made by Mr. Dunham to approve the minutes of the September 30, 2015 special board meeting as amended with one change, **second** by Ms. Pomerleau. **Vote 5-0** in favor.
 - **Motion** made by Mrs. Sammons to approve the minutes of the November 16, 2015 meeting as amended, **second** by Mr. Curtis. **Vote 5-0** in favor.
- **16-039 - Warrant: #23 & #24**
 - **Motion** made by Mrs. Sammons to approve Warrant #23 & #24 in the amount of \$345,239.42, **second** by Mr. Bourgoine. **Vote 5-0** in favor.

Communications

- **Select Board Communications**
 - Ms. Pomerleau would like to thank Lorraine Wagner and Marion Dunham for the beautiful wreath on the Veterans Monument at the town office. Also, a reminder that the annual tree lighting is Friday, December 4 starting at 6:00 at the Library followed by a remembrance at the Veterans Memorial and then cookies and Santa at the town office. Dave Linton offered to check the lights on the town office tree on Wednesday, December 2 to get ready for the tree lighting.

- Mr. Curtis wanted to remind everyone of the site visit at the Transfer station with Maine Scale is Thursday, December 3 at 1:00 pm, Select board will be in attendance and open to the public.
- Mr. Dunham reported that Dale Clark has offered to donate a sign to the library for the building. Signs would have original owners name with circa information. Discussion on sign regulations, naming of the building and code enforcement requirements. Dale Clark presented samples of the signs, two different sizes, along with the information to have on the library sign.
Motion made by Mr. Dunham to accept the donation of a library sign by Dale Clark, **second** by Mr. Bourgoine. **Discussion:** Brief discussion if this was going to interfere with the naming policy. **Vote 4-1**, Mr. Curtis opposed.
- Mr. Dunham suggested that it would be helpful for the Select Board to re-affirm the directives of the Ad Hoc committee. Add to next meeting agenda.
- Mr. Dunham was asking for Select Boards feedback from an email received from a town resident with the subject: The Cost of Tom Dunham. A lengthy discussion was held regarding the different parts of the email. Decided that the topic discussion was to end as it has reference to specific individuals.
- Mr. Dyer went over Occupancy Denied posting on 1149 Main Street provide by CEO, Gary Quintal. A public hearing is scheduled for Wednesday, December 9 at 6:30 pm regarding this.
- **Town Manager**
 - Town Manager, Eric Dyer, went over his Town Manager Report dated 11/30/2015.
- **Boards, Committees, Commissions & Departments**
 - **Cobbossee Watershed District Minutes – July 14, 2015**
 - Thank you for the minutes from the July 14, 2015 meeting.
 - **Cemetery Committee Minutes – October 19, 2015**
 - Thank you for the minutes from the October 19, 2015 meeting.
 - **Ad Hoc Appointments Committee Minutes – November 4, 2015**
 - Thank you for the minutes from the November 4, 2015 meeting.
- **Public Communications - *Members of the public may address the Select Board on any topic***
 - Elizabeth Silvis, lives in center of town and has had a lot of concerns regarding the Corner Stone Café. Wants to know how to stay updated and stay in the loop on what is going on. Suggested to attend meetings of Planning Board, talk with Gary Quintal; CEO and check website for postings.
 - Lenny Reay voiced his concerns regarding the raised beds and the living fence.
 - Lenny Reay hears the town truck, the F150, is not fit for the road and would like to know why the truck is in the condition that it is in for a 2008. Ms. Pomerleau spoke on behalf of the board and did let them know that they are unsure why the truck is in the condition that it is in. Dave Linton would like to know who said the town truck was not fit for the road and how it is cheaper to purchase a new vehicle instead of repairing the current one owned by the town. He suggested getting a second quote from someone else, not just from Quirk Ford.

Appointments / Reappointments & Resignations:

- **16-040 – Accept the resignation of Henry Clauson as an alternate to the Planning Board**

- **Motion** made by Mr. Dunham to reluctantly accept the resignation of Henry Clauson as an alternate to the Planning Board, **second** by Mrs. Sammons. **Vote 5-0** in favor.
- **16-041 – Appoint Douglas Riley to the Road Committee, term expiring June 20, 2018**
 - **Motion** made by Mr. Bourgoine for the appointment of Doug Riley to the Road Committee with the term expiring June 20, 2018, **second** by Mr. Curtis. **Discussion:** Douglas Riley has a lot of knowledge and seems like a great fit to be a member of the Road Committee. **Vote 5-0** in favor.
- **16-042 – Set the Road Committee term of Roland Cote to expire June 30, 2017**
 - **Motion** made by Mr. Dunham for the appointment of Roland Cote to the road committee with the term expiring of June 30, 2017, **second** by Mr. Bourgoine. **Vote 5-0** in favor.

Unfinished Business:

- **16-043 – FirstPark Update**
 - Brad Jackson of FirstPark held a lengthy presentation and review of the KRDA Operational Lines of Activity chart and the 5 year plan of what FirstPark is planning in the future.
- **16-032 - Consider a tentative Collective Bargaining Agreement**
 - **Motion** made by Mr. Curtis that the select board accepts the proposed collective bargaining agreement between the Town of Readfield and the American Federation of State, County and Municipal Employees (AFSCME Council 93) Local 2011-00, effective immediately, **second** by Ms. Pomerleau. **Discussion:** The collective bargaining agreement is not public at this point until after the union member vote which will be scheduled soon. **Vote 4-1**, Mr. Dunham opposed.
- **16-044 – 1st Reading of Amended Purchasing Policy**
 - Draft changes to the Purchasing Policy for the Town of Readfield reviewed by Mr. Dyer and changes discussed among the select board.
 - **Motion** made by Mr. Bourgoine that the select board accepts the 1st reading, as written, for the purchasing policy for the Town of Readfield, **second** by Mrs. Sammons. **Discussion:** Process is 1st reading, then 2nd reading and at the 2nd reading is when you adopt the new policy. Mr. Dyer looking for feedback from the 1st reading. **Vote 4-1**, Mr. Dunham opposed.

New Business:

- **16-045 – Fiscal Year 2016 – 2017 (FY17) Budget Process**
 - Draft of the Fiscal Year 2016-2017 (FY17) Budget Process summary. Mr. Dyer went over the budget and warrant process schedule and where improvements can be made and set out expectations and goals. Statutory deadlines are outlined. Budget process summary includes: One Informational Meeting, One Referendum Hearing, Three Joint Meetings, Five Budget Committee meetings, Seven Select Board meetings with budget drafts and fifteen scheduled opportunities for public comment. Lengthy discussion with select board and Kathryn Mills Woodsum regarding the budget committee meeting policies and who should be in attendance.
 - **Motion** made by Mr. Bourgoine to approve this as a preliminary 2016-2017 budget process, states preliminary as moving forward may find some adjustments along the way as necessary, **second** by Mrs. Sammons. **Discussion:** Question on why we are changing the budget process when it seems to have worked so well in the past. Looks like a good, working timeline. Make at least one meeting a joint meeting between Select Board and Budget Committee. Question on where the Secret Ballot falls into place. **Vote 3-2**, Mr. Dunham and Mr. Curtis opposed.

Motion made by Mr. Bourgoine to extend the meeting until 9:30 pm, **second** by Mr. Dunham **Vote 4-1**, Mr. Curtis opposed.

- **16-046 – Consider how the Town can work to better serve Senior Citizens**

- Mr. Bourgoine went over some suggestions that he presented on how to make the town of Readfield friendlier for senior citizens. Vary from medical things to small things like minor maintenance help. Included a handout from AARP Network of Age-Friendly Communities. Would like to figure out how we should approach this topic. Look at what the needs are for senior citizens in the town. The goal would be not necessarily to deliver all these services, but to seek funding or volunteerism, communicating with other resources, compiling a list of resources, website, etc. Romaine Turyn offered to help on this project as she has many years of experience.

- **16-047 – Consider the disposition of Town property at the Library**

- A current list of items at the library was presented. These items are no longer needed. Some will be good for the Historical Society as a donation and some can be put up for sale.
- **Motion** made by Mr. Bourgoine to direct the Town Manager to proceed with the gifting and sale of these items as set forward on the list provided and with the discussion followed, **second** by Mr. Dunham. **Discussion:** Make sure Historical Society has met as a group and has decided to take all these items and if any more interest of the other items to go to the Historical Society. **Vote 5-0** in favor.

- **16-048 – Other**

- Upcoming workshop for the select board, MMA's Roles of Elected Officials & Municipal Managers scheduled for Tuesday, December 8 at 4:00 pm.
- Start discussing the secret ballot process at a future meeting.

Motion made by Mr. Dunham to adjourn the meeting at 9:30 pm, **second** by Mrs. Sammons. **Vote 4-1**, Mr. Curtis absent from vote.

Minutes recorded by Kristin Parks, Board Secretary