

**Readfield Select Board
Regular Meeting Minutes – January 25, 2016**

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), Bruce Chandler Jr. (Maintenance), John Perry, Marianne Perry, Milton Wright, John Parent, Fran Zambella

Ms. Pomerleau called the meeting to order at 6:30 pm followed by The Pledge of Allegiance.

Regular Meeting

- **16-078 - Minutes:** Select Board meeting minutes of January 11, 2016
 - **Motion** made by Mr. Bourgoine to approve the minutes of the January 11, 2016 meeting as presented, **second** by Mr. Dunham. **Vote** 5-0 in favor.
- **16-079 - Warrant: #31 & #32**
 - **Motion** made by Mr. Curtis to approve Warrant #31 & #32 in the amount of \$37,679.28, **second** by Mrs. Sammons. **Vote** 5-0 in favor.

Communications

- **Select Board Communications**
 - Mr. Curtis had an assessors meeting last Tuesday, abated three items. All three were because of miss readings of the properties. Total was about \$5,000 left in the overlay account, currently about \$3,200 left in overlay for abatements account. Should be coming in the positives with abatements this year.
 - Mr. Bourgoine mentioned that the evolution of the website looks good and kudos to the staff.
- **Town Manager**
 - Mr. Dyer went over his Town Manager report dated 01-25-2016.
 - The installation process of the dumpster cover is still in progress; wrong size cover causing bolt patterns to be off. Mr. Chandler is working on finishing up the installation and it should be completed this week.
 - Discussion on town office window hours.
 - Water drainage issue near the town office may be due to a pump at the residence where landscaping has been done and removal of trees.
- **Boards, Committees, Commissions & Departments**
 - **KRDA Annual Report Fiscal Year 2014-2015**
 - Review of KRDA Annual Report and discussion on towns contract.
 - **Cobbossee Watershed District Minutes of October 13, 2015**
 - Thank you for submitting the minutes.
 - **Readfield Library Board Minutes of November 4, 2015**
 - Thank you for submitting the minutes.
 - **Readfield Adhoc Appointments Committee Minutes of January 6, 2016**
 - Thank you for submitting the minutes.

- **Public Communications - Members of the public may address the Select Board on any topic**
 - Fran Zambella spoke regarding the town truck Quirk estimate. Will be discussed under New Business; Item #16-084.

Appointments / Reappointments & Resignations:

- **16-080 – Appoint Marianne Perry to the Adhoc Age Friendly Community Committee**
 - Marianne Perry talked about her previous experience volunteering with aging communities.
 - Encourage the public for others to join the committee, looking for at least three more people.
 - **Motion** made by Mr. Bourgoine to appoint Marianne Perry, for the term of one year, to the Adhoc Age Friendly Community Committee, **second** by Mrs. Sammons. **Vote** 5-0 in favor.

Unfinished Business:

- **16-062 – Discussion of Secret Ballot Review Process**
 - Discussion among the Select Board members regarding the Secret Ballot Review Process.
 - According to legal counsel there is more flexibility to have a charter. Charter can be narrowed down to just the Secret Ballot or can be expanded to include other things.
 - Mr. Dunham went over his knowledge of having a Charter.
 - Educate the public on the process and get the public involved. Come up with a plan of action and timeline.
 - John Parent, Readfield resident; make sure enough information is available to the citizens so they understand the process of a Charter.
 - Mr. Dyer looking for feedback on a two-part article as presented in his memo. Discussion among the Select Board; make sure added to future agenda item for further review.
- **16-073 – 2nd Reading of an amended Giles Hall Use Policy**
 - **Motion** made by Mr. Bourgoine to accept the 2nd Reading of the amended Gile Hall Use Policy as presented, **second** by Mr. Dunham. **Vote** 5-0 in favor.

New Business:

- **16-081 – Consider approval of Commercial Haulers Permits for the Transfer Station**
 - Mr. Dyer reported; do have full set of requirements for everyone who has submitted.
 - **Motion** made by Mr. Bourgoine to move approval of all four commercial hauler applications, **second** by Mr. Curtis. **Vote** 5-0 in favor.
- **16-082 – 1st reading of the revised FOAA Policy**
 - Mr. Dyer went over the revised FOAA Policy.
 - Review and input of the revised FOAA Policy by the Select Board.
 - Change Section 4, Part B to read specific instead of brief.
 - **Motion** made by Mrs. Sammons to pass the first reading of the FOAA Policy, **second** by Mr. Dunham. **Vote** 5-0 in favor.
- **16-083– 1st reading of the revised Personnel Policy**
 - Mr. Dyer went over the revised Personnel Policy. To bring consistency between the Union and Non-Union town staff.
 - Agreed by Select Board to have a combined Personnel Policy among all employees.
 - Review and discussion of the updated revised Personnel Policy by the Select Board.

- Discussion topics included the Use of Town Heavy Equipment, Military Leave and Free Library Card.
 - Suggested changes included to make sure the Index matches the new changes to the policy and to add when (date) documents are added to personnel files under Personnel;; Files section.
 - **Motion** made by Mrs. Sammons to pass the first reading of the Town Personnel Policy as amended, **second** by Mr. Dunham. **Vote** 5-0 in favor.
- **16-084 – Review 1-Ton truck repair quotes & purchase options**
 - Mr. Dyer went over the documents provided regarding the repair quotes and purchase options.
 - Discussion among the Select Board regarding the truck usage, why truck is in current shape and to justify the uses of the truck.
 - Mr. Chandler reviewed the difference between new and surplus truck options. Trade in value has dropped dramatically since the quote from last year.
 - Recommendation by Mr. Dyer that looking into the purchase of a new vehicle is the best option.
 - Look into the different purchase and financing options to see where we can go from here.
 - **16-085 – 2nd draft of the budget presented**
 - Mr. Dyer went over the 2nd draft of the budget and the changes to the budget.
 - Discussion among the Select Board regarding the changes to the budget.
 - Presentation material excellent and summarized to make it well understandable.

Motion made by Mr. Bourgoine to adjourn the meeting at 8:58 pm, **second** by Mrs. Sammons. **Vote** 5-0 in favor.

Minutes recorded by Kristin Parks, Board Secretary