

Readfield Select Board Regular Meeting Minutes – August 22, 2016

Select Board Members Present: Bruce Bourgoine, Thomas Dunham, John Parent, Christine Sammons and Kathryn Woodsum

Others Attending: Eric Dyer (Town Manager), Kristin Parks (Board Secretary), William Starret (Channel 7), G. Marianne Perry, Laurence Perkins, Sue Reay, Steve McGee, Roland Cote, Grace Keene, Dana Therrien, Lenny Reay, Lenny Reay III, Romaine Turyn, Bill Drake, Ann Mitchell, David Hepfner, John Cushing, Kim Whitman, Dave Linton

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

Regular Meeting

- **17-040 – Minutes: Select Board meeting minutes of August 8, 2016**
 - **Motion** made by Mrs. Sammons to approve the minutes of the August 8, 2016 meeting as amended, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.
- **17-041 – Warrants #7 & #8**
 - **Motion** made by Mrs. Sammons to approve Warrants #7 & #8 in the amount of \$54,536.06, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.

Communications

- **Select Board Communications**
 - Mr. Dunham spoke pertaining to the last meeting, feels like he owes everyone an explanation. He voiced his concern regarding outside conversations and putting others on TV and on the spot and how it bothered him. Feels we should be working with the residents and not have such authority over them. As far as his resignation goes, he understands all the politics but he feels as though he should stay and is not ready to turn in his resignation.
 - Mr. Bourgoine voiced his concerns regarding the behavior that happened after the last meeting in the parking lot. He will try to continue the best he can to set a good example and hopes everyone else will do so as well.
- **Town Manager**
 - Mr. Dyer went over his Town Manager report dated for Monday, August 22, 2016.
- **Boards, Committees, Commissions & Departments**
 - **Age Friendly Community Committee – Aging Community Survey**
 - Romaine Turyn spoke regarding the Readfield Aging Community Survey. All survey formats will be collected until October 14, 2016. The survey is confidential and for those 55 and older. Surveys will be on the town website, in the Readfield Messenger and paper copies will be available around town. The committee hopes to have all the information collected and compiled by mid-November and then hold a public meeting to share the results.
 - **Cemetery Committee Minutes of June 20, 2016** - *Thank you all for submitting your minutes.*

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- **Public Communications** - *Members of the public may address the Select Board on any topic*
 - Lenny Reay voiced his concern regarding complaints and concerns from town residents sent to Mr. Bourgoine and how Mr. Bourgoine will respond. Mr. Bourgoine will make Lenny Reay's letter public record and will respond this week.
 - Dave Hepfner expressed his extreme disappointment the way the Town Manager and Selectboard members reacted to the way Lenny Reay/Reay Construction was treated.
 - Doug Riley, member of Readfield Road Committee, voiced his concern regarding a submission by a resident to be on the Road Committee and talked about the Engineer Creed/Pledge and the Code of Ethics. A copy was submitted to add to public record.
 - Dana Therrien apologized if he offended anyone on the Road Committee and spoke regarding his concerns of the actions of a Selectboard member at the last meeting.
 - Kim Whitman voiced her concern regarding the last meeting and the Road Committee. Gave a few suggestions on ways to avoid issues in the future, possible by making things clearer and more understandable.

Appointments & Re-Appointments:

- **17-042 – To accept the resignation of Lenny Reay from the Road Committee**
 - **Motion** made by Mr. Dunham to accept the resignation of Lenny Reay from the Road Committee, **Second** by Mrs. Sammons. **Vote** 5-0 in favor.
- **17-043 – Appoint two members both with 3 year terms to the Road Committee**
 - Three applications have been submitted by Dave Linton, Peter Davis and Dana Therrien.
 - Dana Therrien asked to rescind his appointment application as Dave Linton is highly qualified to continue to be on the committee.
 - Town Manager to have the Road Committee opening posted.
 - Roland Cote, Chair of Road Committee spoke and asked to have David Linton re-appointed.
 - **Motion** made by Mr. Dunham to appoint David Linton with a 3 year term to the Road Committee, **Second** by Mrs. Sammons. **Vote** 5-0 in favor.
 - **Motion** made by Mrs. Woodsum to appoint Peter Davis with a 3 year term to the Road Committee, **Second** by Mrs. Sammons. **Vote** 5-0 in favor.
- **17-044 – Appoint one member to the Solid Waste and Recycling Committee**
 - Bill Drake briefly spoke on why he would like to be back on the Solid Waste and Recycling Committee and looks forward to helping out.
 - **Motion** made by Mrs. Woodsum to appoint Bill Drake to the Solid Waste and Recycling Committee for a period of 3 years or whatever is stated in the Charter, **Second** by Mr. Dunham. **Vote** 5-0 in favor.
 - **Motion** made by Mr. Bourgoine to ask the Adhoc Committee on appointments, as originally constituted, to reconvene to address the Selectboard's single specific request by October 1, 2016 of any recommendations the committee might offer regarding appointment procedures in the instance of the number of applicants exceeding the number of available positions, **Second** by Mr. Dunham. **Discussion:** Brief discussion amongst the Selectboard and why they feel the motion is a good idea to proceed with. Town Manager to contact Cliff Buuck to set up an Adhoc meeting. **Vote** 5-0 in favor.

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New Business:

- **17-045 – Snow & Ice Control Contract award**
 - Mr. Dyer went over the 2016 Snow and Ice Control Contract Bid Comparison Memo dated August 17, 2016 and available in the Selectboard packet.
 - Doug Riley spoke on behalf of the Road Committee regarding the bids received. The bids received were very close in comparison. Recommended by the Road Committee to go with Cushing Construction with Items 1 thru 3, excluded item 4 and then items 5-A thru 5-E.
 - Sue Reay spoke on how the contract was looked at only with a one year price and not for projected years to come.
 - Steve McGee of McGee Construction spoke and thanked the town for the past 4 years. He discussed his concerns on ways to save money, especially regarding salt. He also voiced his concern regarding the bid documents that were submitted.
 - John Cushing of Cushing Construction discussed his bid submitted and why the difference in prices. The sand will come from Belgrade if awarded to Cushing Construction.
 - Mr. Dyer discussed the two issues of incompleteness and decided that they were just small informalities. The questions asked were answered for completeness of bid application.
 - A brief discussion on the amount of salt and how that is priced and factored in.
 - Mr. Dyer spoke briefly on how there are many factors involved in the bid process and pricing/quotes are close.
 - The information regarding the No-Salt Base Bid was discussed and the pricing difference. The left over sand/salt is property of the town.
 - Sue Reay voiced her concern on incompleteness of a submitted bid at the bid opening.
 - **Motion** made by Mr. Bourgoine that we accept the Cushing Construction Bid as recommended by the Road Committee, with open discussion after the motion is made, **Second** by Mr. Parent as purpose of discussion. **Discussion:** The Road Committee did take in consideration of the no-salt base bid and the purchasing of salt by the town and the pricing difference. The vote of the Road Committee was 3-0-1. Recommended by the Road Committee a change order be completed and/or negotiated with Cushing Construction if bid is accepted. Mr. Dunham spoke regarding the 3rd bid submitted that was rejected and possibly look into legal advice addressing the bids and if that 3rd bid should be open. On August 1st Larry Perkins made a request to see if Reay Construction was in a conflict of interest and as of today, August 22nd he has not received a reply to that email. Mrs. Woodsum spoke in regards to this comment and said that MMA was contacted and they suggested all conflict of interests try to be avoided. Mrs. Woodsum voiced her input on the bid award and that she will support the Road Committee to go along with their recommendation. Mr. Dunham spoke regarding the Conflict of Interest and the MMA legal advice, just doesn't understand to reject the 3rd bid. It was voted that there was a conflict of interest and passed that vote by the Selectboard. Sue Reay spoke regarding the Conflict of Interest Ordinance and when she was a board member and regarding the reply from MMA along with the price of the sand to salt ratio. Mr. Dunham just wanted to point out that the salt issue is still bothering him regarding the pricing difference. Also if legal council says the 3rd bid that was rejected should be put into consideration then where does that leave the contract award if one is made at tonight's meeting. **Vote** 4-1, opposed by Mr. Dunham.
- **17-046 – Select Board retreat follow-up**

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- Mr. Bourgoine spoke that the goals were broken into two groups, one in governing good/governing well and the other items are future/long term items. Thank you to all those who helped with the retreat. It was a great day; everyone got along very well and was professional.
- **17-047 – Set the date for a Capital Improvement Plan (CIP) budget & planning workshop**
 - The Selectboard and Budget Committee both to be involved.
 - Town Manager to contact the Budget Committee regarding the dates and do a Doodle to set the meeting up.
 - Create agendas for workshops.
 - Preliminary date set for Thursday, September 15, 2016 at 6:00 pm or 6:30 pm with a second date set for Thursday, October 6, 2016 at the same time.

Motion made by Mr. Dunham to extend the meeting until 8:55 pm, **Second** by Mrs. Woodsum. **Vote** 5-0 in favor.

- **17-048 – Town Manager review and contract process**
 - Consensus of the board that the Chair, Mr. Bourgoine, put together a process to broaden the Town Manager review and have complete by Tuesday, September 6, 2016 meeting.
 - Suggested to follow the process template from the last review as it worked well.
 - One year will be on October 1, 2016. Mr. Dyer to look to see if there is a timeframe when this is to be completed to follow the contract.
 - Two executive sessions for Town Manager review before Selectboard meetings in September 9; Selectboard review input and Selectboard and Town manager review.
 - All comments and input on the process to be sent to Mr. Bourgoine immediately.
- **17-049 - Other**
 - **Motion** made by Mr. Dunham to seek legal advice on the Conflict of Interest and the issues that have happened with Reay Construction, **Second** by Mr. Bourgoine to be able to have further discussion on this topic. **Discussion:** Mr. Parent doesn't want to see legal advice sought after if it is to go with past Conflict of Interest but with future topics that may arise. **Vote** 1 to 4, opposed by Mr. Bourgoine, Mrs. Sammons, Mr. Parent and Mrs. Woodsum.
 - Future agenda topics discussed; Emergency Operations Plan (EOP) review (October 3 meeting date), Town Manager review and contract, Comprehensive Plan and General Admission maximums. Mr. Dyer asked for advice on how the automotive graveyard permits process is done with the Town of Readfield.
 - A CEO workshop to be set up. Discuss the process on how the citizens get to the point where they end up in front of the Selectboard.

Motion made by Mr. Parent to adjourn the meeting at 9:00 pm, **second** by Mrs. Sammons. **Vote** 5-0 in favor.

Minutes recorded by Kristin Parks, Board Secretary