

Readfield Select Board Regular Meeting Minutes – September 6, 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), Grace Keene, Lenny Reay, Sandra Rourke, John Cushing, Deb Doten

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

Regular Meeting

- **17-050 – Minutes: Select Board meeting minutes of August 22, 2016**
 - **Motion** made by Mr. Parent to approve the minutes of the August 22, 2016 meeting as amended, **second** by Mr. Dunham. **Vote** 5-0 in favor.
- **17-041 – Warrants #10 & #11**
 - **Motion** made by Mrs. Sammons to approve Warrants #10 & #11 in the amount of \$326,251.88, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.

Communications

- **Select Board Communications**
 - Mrs. Sammons let us know we need volunteers and due to intimidation factors of others, please be careful of what we say in public comments. Also said to be impartial of both sides for citizens.
 - Planning is started for a Veterans Memorial on Veterans Day, please contact with Christine Sammons if y interested in helping with the event.
 - Mrs. Woodsum wanted to remind all the Selectboard of the code of ethics.
 - Mr. Dunham spoke regarding a follow up on the appointment procedures, suggested we review what the committee has come up with and then go from there. Thinking a workshop with MMA to help with the governance goals, particularly with the secret ballot process.
 - Mr. Dunham asked is a response for Mr. Reay had been done as he hasn't seen anything yet.
- **Town Manager**
 - Mr. Dyer went over his Town Manager report dated for September 6, 2016.
- **Boards, Committees, Commissions & Departments**
 - Age Friendly Community Committee minutes of August 3, 2016
 - Conservation Committee minutes of March 8, 2016 & June 15, 2016
 - *Thank you all for submitting your minutes.*
- **Public Communications - Members of the public may address the Select Board on any topic**
 - Lenny Reay voiced his concern that there is bullying happening in the town. Asked Mr. Parent regarding his bid on the town's mower. Mr. Parent responded.

Readfield Select Board Regular Meeting Minutes – September 6, 2016

Appointments & Re-Appointments:

- **17-052 – Appoint one member to the Appeals Board**
 - Mr. Bourgoine spoke and let everyone know we do need more members for this board. Have to have 5 members to function. Mr. Dyer to look into more information on the Board of Appeals.
 - **Motion** made by Mrs. Woodsum to appoint Allen Curtis to the Board of Appeals for a 3 year term beginning tonight and ending June 30, 2019, **Second** by Mr. Dunham. **Vote** 4-1, opposed by Mr. Parent.

Short Stretch Break

Unfinished Business:

- **17-045 – Signing of the Snow & Ice Control Contract and Contract Amendment**
 - **Motion** made by Mrs. Woodsum to approve the Snow & Ice Control Contract Amendment as presented in the packet, **Second** by Mrs. Sammons. Mrs. Woodsum withdrew her motion, Mrs. Sammons withdrew her second.
 - **Motion** made by Mrs. Woodsum to approve the Snow & Ice Control Contract and Contract Amendment as put forth in the Selectboard packet, **Second** by Mrs. Sammons. **Discussion:** Mr. Dyer went over the contract amendment as presented in the packet. Mr. Dunham spoke regarding concerns on why he can't support the vote. Discussion amongst the Selectboard on pulling apart the bid(s) and pricing differences. **Vote** 4-1, opposed by Mr. Dunham.
- **17-048 – Town Manager review and contract process**
 - Mr. Bourgoine went over the information presented in the packet regarding the Town Manager review and process. Two executive sessions as part of the review. Brief discussion amongst the Selectboard to discuss the process as presented. Mr. Dyer requested to not see any direct comments regarding his review. The Selectboard agreed that they would like to take a little longer process on the Town Manager evaluation. Four volunteers to address each component. John-Employees, Katherine-Board, Committee and Commission Chairs, Christine-Major Vendors and Inter-local Partners, Tom-Public. Executive Session on September 19 to do the Town Manager Contract. First part of evaluation to be complete by end of September and have completed by middle of October.

New Business:

- **17-053 – Set annual General Assistance maximums**
 - Mr. Dyer went over the information as presented in the packet. This is updated every year.
 - **Motion** made by Mrs. Woodsum to adopt the MMA General Assistance Maximums from October 1, 216 to September 30, 2017, **Second** by Mr. Dunham. **Vote** 5-0.
- **17-054 – Adopt goals identified at the Select Board retreat**
 - Mr. Bourgoine gave a brief overview.
 - Mr. Dunham suggested seeking a workshop with MMA regarding the Governance goals and addressing any specific concerns or issues. Mr. Dyer to speak with MMA and see what they think.

Readfield Select Board Regular Meeting Minutes – September 6, 2016

- Selectboard members to start looking into timelines, start dates and when to begin.
- **Motion** made by Mrs. Woodsum to adopt the governance and non-governance goals as listed, **Second** by Mrs. Sammons. **Discussion:** The document presented was just a one page review, facilitator to present the full document to the Selectboard. **Vote** 5-0 in favor.
- **17-055 – Review recommendations for communication between Select Board members**
 - Mr. Bourgoine gave a brief review on what this item is about. Mainly regarding Selectboard members communicating through email. Discussion amongst the Selectboard and the lines of communication. Just information is sent by email, no business/decisions done. Future agenda items sent to Eric Dyer and Bruce Bourgoine. CC all items to Robin Lint.
- **17-056 – Consider a contract with Winthrop Ambulance Service**
 - A slight increase in this year's upcoming contract.
 - **Motion** made by Mrs. Woodsum to authorize the Town Manager to sign the Winthrop Ambulance Services Contract for the FY 2016/2017 at the rate of \$9.00 per capita, **Second** by Mr. Parent. **Vote** 5-0 in favor.
- **17-057 – Other - None**

Future Agenda Items:

- September 19 -
 - Constitution Week Proclamation
 - Discussion of a proposed trail near the Transfer Station with the Trails Committee
 - Town Manager Contract
 - Set the Date for the Annual Chairs Meeting
 - Comp Plan Goals Quarterly Review

Motion made by Mrs. Woodsum to adjourn the meeting at 8:30 pm, **second** by Mrs. Sammons. **Vote** 5-0 in favor.

Minutes recorded by Kristin Parks, Board Secretary