

Readfield Select Board Regular Meeting Minutes – October 3, 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 Starrett (Channel 7), Mark Edgecomb, Ken Edgecomb, Cyrus Whitcomb, Allen Curtis, Grace Keene, Milton Wright, Debora Doten, Sandra Rourke, Sean Goodwin, Sam Tippet

Mr. Bourgoine called the meeting to order at 6:42 pm followed by The Pledge of Allegiance.

Executive Session

5:30 pm on 10/03/2016 at the Readfield Town Office

Select Board in attendance: Bruce Bourgoine, Tom Dunham, John Parent, Chris Sammons, Kathryn Woodsum
Others in attendance: Eric Dyer, Stephen Langsdorf (legal counsel)

5:30 pm. **Motion** made by Bruce Bourgoine to enter into executive session for the purpose of discussing a pending legal action by Reay Excavation against the Town of Readfield pursuant to 1 MRSA, Section 405, subsection 6(E) and invite the Town Manager and Town Counsel to participate. **Motion seconded** by Chris Sammons. **Unanimous.**

6:40 pm. Bruce Bourgoine declared the Board out of executive session.

Submitted by Eric Dyer, Town Manager

Regular Meeting

- **Motion** made by Mrs. Woodsum to authorize Preti Flaherty to defend the lawsuit brought by Reay Excavation & Trucking Incorporated. **Second** by Mr. Parent, **Vote** 4-1, opposed by Mr. Dunham
- **17-071 – Minutes: Select Board meeting minutes of September 19, 2016**
 - **Motion** made by Mrs. Woodsum to approve the minutes of the September 19, 2016 meeting as presented, **second** by Mr. Dunham. **Vote** 4-1, abstained by Mrs. Sammons due to being absent last meeting.
- **17-072 – Warrants #14 & #15**
 - **Motion** made by Mrs. Sammons to approve Warrants #14 & #15 in the amount of \$589,741.40, **second** by Mr. Dunham. **Vote** 5-0 in favor.

Communications

- **Select Board Communications**
 - Mrs. Sammons met with Val Pomerleau, Dale Clark and Deb Doten regarding Veterans Day. There will be another meeting in October. Planning a small ceremony on November 11, 2016 in honor of our Veterans.
 - Mrs. Sammons is also working on children and adult activities and hoping to get something going by Halloween.

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- Mr. Dunham has an email that he sent to Larry Perkins concerning the snow plow contract. His analysis of the information received. Gave to Mr. Dyer to put a copy in the town records.
- Mr. Dunham received feedback from the public about not allowing some of the public to speak. Feels it's important that town residents are able to come and speak and they feel comfortable bringing concerns and issues to us. Important to listen to the public.
- Mr. Dunham asked what the purpose is by having a short break. Mr. Bourgoine said it was just to get up and recharge for a second and take a quick break.
- Mr. Bourgoine spoke and said he is always open to public speaking and criticism.
- Mr. Bourgoine attended the KVCOG meeting. Very informational and learned more about what KVCOG does. The Town of Readfield's representative Mark Hanish was elected to their Board of Directors.
- Mr. Parent followed up from a comment from last meeting made by Mr. Dunham that the cost of hauling demo out at the Transfer Station closely equals the money we are taking in.
- **Town Manager**
 - Mr. Dyer went over his Town Manager report dated October 3, 2016.
 - Make sure to complete an Age Friendly survey by 10/14/16 if you are 55 or over.
 - Mr. Dyer to make sure the notification to bid for our old truck and equipment is on the town website.
- **Boards, Committees, Commissions & Departments**
 - Age Friendly Community Committee meeting minutes of September 2, 2016
 - Conservation Commission minutes of August 9, 2016
 - RSU #38 meeting schedule (2016-2017)
 - *Thank you all for submitting your minutes and meeting schedule.*
- **Public Communications - Members of the public may address the Select Board on any topic**
 - None

Appointments & Re-Appointments:

- **17-073 – Appoint a member to the Budget Committee**
 - Allen Curtis spoke and feels that his qualifications are equal and some more than others that have been appointed to the committee.
 - **Motion** made by Mr. Dunham to appoint Allen Curtis to the Budget Committee to complete the term ending June 30, 2017, **no Second vote, motion failed.**
 - Allen Curtis spoke regarding the previous appointments, would like to see them reversed as there was an illegal action taken by doing a secret vote. If not he will move forward with legal action. He also mentioned that he was never notified that he was appointed to the Appeals Board.
 - **Motion** made by Mr. Parent to appoint Martin Hanish to finish the Budget Committee term ending June 30, 2017, **Second** by Mrs. Sammons. **Vote** 4-1, Mr. Dunham did not vote.
- **17-074 – Appoint members to the Appeals Board**
 - **Motion** made by Mr. Parent to appoint Peter Bickerman for the three year term ending June 30, 2019 for the Board of Appeals, **Second** by Mr. Dunham. **Vote** 5-0 in favor.

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- **Motion** made by Mr. Dunham to appoint Clifford Buuck for a term starting immediately and ending June 30, 2017 for the Board of Appeals, **Second** by Mrs. Woodsum. **Vote** 5-0 in favor.
- **Motion** made by Mr. Dunham to appoint Henry Whittemore for a term starting immediately and ending June 30, 2018 for the Board of Appeals, **Second** by Mrs. Woodsum. **Vote** 5-0 in favor.
- All new appointed members will need training. Still looking for two more members. Mr. Dyer to get the process going quickly to get training and preliminary meeting set up.

Short Stretch Break

Unfinished Business:

- **17-027 – Conduct a 2nd reading of the Structure for the Readfield Enterprise Committee**
 - Mr. Dyer gave a quick summary of the 2nd Reading of the Readfield Enterprise Committee and the changes made as presented in the packet.
 - **Motion** made by Mrs. Woodsum to accept the Readfield Enterprise Committee document as amended, **Second** by Mr. Parent. **Discussion:** Mr. Dyer really excited to get this committee going. Will post the Readfield Enterprise Committee openings. **Vote** 5-0 in favor.
- **17-048 – Town Manager review process**
 - Last meeting an Executive Session was held to discuss the Town Manager contract. Due to other issues the executive session before tonight's meeting was used for legal matters brought against the town. Next executive sessions scheduled for Tuesday, October 11, 2016 at 5:00 pm. All feedback to be collected and sent to Mr. Bourgoine by Wednesday so he can make copies for everyone by Friday and ready for discussion during executive session on Tuesday. Second executive session on October 17, 2016 at 5:30 pm and including the Town Manager.

New Business:

- **17-075 – Consider the Kennebec County Revised hazard Mitigation Plan & Resolution**
 - Sean Goodwin, Kennebec County Emergency Management Agency Director, gave a brief description of the 2016 Kennebec County Hazard Mitigation Plan. There are 3 current road projects for the town of Readfield; Sadie Dunn Road, Giles Road and Wings Mills Road. Mr. Dyer to further review the plan and add to the agenda at next meeting for signing.
- **17-076 – Investments recap with Sam Tibbett**
 - Sam Tibbett went over the information as presented in the packet. Reviewed recommendations on changes to be made for better investments.
 - Sam Tibbett, Mr. Dyer and Mrs. Sammons to get together and work out all the details.
 - Brief discussion between Sam Tibbett and the Select Board members.
 - These are not tax dollars; these are all trust funds that have been given to the town.
- **17-077 – Consider authorizing an engineering review of the Transfer Station access road**
 - Mr. Bourgoine and Mr. Dyer gave a brief discussion with the concerns of the Transfer Station access road. The intent is to do an investigation on the project that would be able to fix the concerns. Mrs. Woodsum went over information that was gathered four years ago regarding the issues on the Transfer Station access road. Discussion amongst the Select Board regarding the

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access road. Mr. Dyer to check into the old engineering information on the Transfer Station access road.

- **Motion** made by Mr. Parent that we authorize Mr. Dyer to engage an engineer to look at the transfer station access road and to come up with the best case scenario to have a more permanent fixture. **Second** by Mrs. Woodsum. **Discussion:** Goal would be to look at the possibility of paving or gravel on the access road. **Vote** 5-0 in favor.

- **17-078 – Consider action steps to review municipal energy use and improvements**

- Mr. Bourgoine gave a brief review of the Municipal Energy Use and Improvements goal that was set at their recent retreat. Take 2016 numbers and try to decide what our energy costs are by buildings and utilities. The goal is to try to understand the town's totals energy cost and how to break down by units and find where the biggest pieces are where we will want to address energy improvements. Suggested by Mrs. Woodsum to research what other towns have used for energy use and improvement ideas.
- **Motion** made by Mr. Bourgoine that the Selectboard direct the Town Manager to pull together our energy cost for the last fiscal year and any prior cost that are easily obtained and to begin pricing any audits that we may have and work with any municipal contacts that he may have at getting feedback. **Second** by Mrs. Woodsum. **Vote** 5-0 in favor.

- **17-079 – Consider approval of three automobile graveyard applications (renewals)**

- Mr. Dyer gave a quick summary and went over the CEO's memo as presented in the packet. CEO has completed the reviews for the three applications received from Kens Drag-In Auto, Lucas Auto Parts & Salvage and Antique Auto Recycling. All met the required expectations and criteria for the state statute.
- **Motion** made by Mrs. Sammons to approve the applications for Kens Drag-In Auto, Lucas Auto Parts & Salvage and Antique Auto Recycling, **Second** by Mr. Bourgoine. **Discussion:** Permit numbers 16-123/17, 16-129/14 and 16-109/7. **Vote** 5-0 in favor.

- **17-080 – Assign MMA voting credentials**

- **Motion** made by Mrs. Woodsum to appoint Mr. Dyer, if it works into his schedule, to be the MMA Voting Delegate, **Second** by Mrs. Sammons. **Vote** 5-0 in favor.

- **17-081 - Other**

- Future Agenda Items: Suggested to not have meeting on October 31 and move next November meeting to the 3rd. November 3rd meeting will meet prior to CIP workshop and have a brief warrant and business meeting.
- **Motion** made by Mrs. Woodsum for the Selectboard not to meet on October 31st and have the meeting instead on Thursday, November 3rd thereby suspending the policy that we will meet every other Monday meeting, except for that meeting, **Second** by Mr. Dunham. **Vote** 5-0 in favor.
- Mr. Dunham to follow up with MMA on questions for a Charter. Mr. Dyer will look into all information the town has on Charters.

Motion made by Mr. Dunham to adjourn the meeting at 8:51 pm, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.

Minutes recorded by Kristin Parks, Board Secretary