

Readfield Select Board

Regular Meeting Minutes & Annual Chairs Meeting & Workshop

November 28, 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), Gary Keilty, Ann Keilty, Carrie Knight, Laurence Perkins, Grace Keene, Val Pomerleau, Wendy Dennis, Bob Harris, Paula Clark, Romaine Turyn, Peter Bickerman, Deb Doten, Andrews Tolman

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

Annual Chairs Meeting & Workshop

1. Welcome & Introductions
 - Mr. Bourgoine gave a brief welcome to all those attending.
 - Introductions of those in attendance.
2. Overview of Select Board goals and activities
 - Mr. Bourgoine gave an overview of the Selectboard Governance Goals and Non-governance goals as presented in the packet.
3. Briefings by board, committee, and commission Chairs on their key accomplishments, challenges and objectives
 - Budget Committee – Andrews Tolman: Fresh new faces, eager to start the budget process. The committee really wants to focus on the Capital Investments Improvement Process.
 - Recreation Committee – Carrie Knight: Currently have 9 members; may be looking for new members to join in the spring. Activities that the Rec Committee are involved in include Soccer, Halloween Party, Basketball, Winter Fun Day, Easter Egg Hunt, Baseball/Softball along with Beach maintenance and membership and the coordination of porta potties at the beach and athletic fields.
 - Planning Board – Paula Clark: Primarily in charge of Land Use Ordinances and approving applications in the town. Some of the challenges are conversions and removals in Shoreland zones while trying to stay within the greatest practical extent within the LUO along with compliance issues of the land owners. Some work that has been completed over the past year include a number of subdivisions of properties, the purchase of Maces Lumber, issued approval of Lucas Stripping business on the Plains Road and working with the Department of Island Fisheries and Wildlife to complete upgrades to the boat launch off Route 41. The Planning Board is always looking at the LUO to keep it up to date.
 - Trails Committee – Gary Keilty: A big thank you to the volunteers and staff as there is a lot of excitement and enthusiasm from all. There will be between 500 to 600 man hours by the end of this year. They have been working with the Maranacook School and Kents Hill School students for the past 10 years. Trail use continues to grow every year, Most of the trails are in “high and dry” conditions. Looking to work with the Readfield Water District and Kennebec Land Trust for the Rosmarin/Saunders Forest to build trails in those areas.
 - Heritage Days Committee – Val Pomerleau: Only one member at this time, need more volunteers. Heritage Days is this upcoming August 2017. Looking for one person from each committee to volunteer. Really looking for the “Readfield Heritage” concept for the theme. A lot of great ideas and events to plan just need the help.

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- Appeals Board – Peter Bickerman: The Appeals Board hears appeals from decisions made by the CEO and LUO variances. There was a nice organizational meeting held on October 28, 2016. At the meeting Cliff Buuck was voted Vice-Chair and Holly Rahmlow was voted secretary. The board will be attending a MMA workshop in December along with another meeting. Still have one more vacancy for anyone interested. In the past 6 years there have only been 2 hearings.
- Road Committee – Larry Perkins: This year they have finished the last coating of the pavement on the roads. Next is to start working on the gravel roads. December 8 is the start of the budget process on behalf of the road committee.
- Readfield Enterprise: No members at this time. Hoping to get this committee active within the next few months.
- Age Friendly Community Adhoc Committee – Romaine Turyn: The group was appointed by the Selectboard for a one year term to research aging needs in the Town of Readfield. Currently have 4 members with 1 opening. Main goal is to look at what makes those in the aging population want to continue to stay in Readfield. Recently completed an Age Friendly Survey. Results have been compiled and will begin to meet with smaller groups to create a plan and bring forward to the Selectboard. Asking the various boards to look into areas of their interest to see if there are options for improvements for the aging community.
- Library Board of Trustees – Deb Peele: Continues to increase the number of card holders every year. A lot of accomplishments done by Nancy Meserve, the Librarian. For example she created a 24 page volunteer manual for when she is not in. Has rearranged the collections of books making it easier to find items. Now have an inter-loan library. Nancy reaches out to areas in the community like Readfield schools and Senior Café. The RES reading specialist uses the library to continue help for those needing it over the summer. Works with the Balsam House for lending opportunities to those living there and has been working with the Age Friendly Committee. There are various raffles and fundraisers throughout the year along with ongoing projects. The library is looking for donations of snow shoes, ski poles and various cake pans. Annual events held by the library include: Summer Reading Program, Chewonki Program, and a Volunteer Appreciation Night, Open on Halloween, Weekly Reading groups, Annual Tree lighting, Author Programs and craft programs.
- Conservation Commission – Bruce Hunter: Accomplishments have included the Torsey Pond Nature Preserve, Placed erosion control in ditch on McDougald Trail at Old Fairgrounds, Vernal Pool Project, Planned major capital improvements at the Town Farm, Torsey Pond Nature Preserve and Fogg Farm Conservation Area, Mill Stream Dam Project and Collaborating with the town Sexton to move some pulling stones from the Old Fairgrounds to be used for a garden at the Readfield Corner Cemetery. Major objectives for 2017 include replacing bridges in the Torsey Pond Nature Preserve, Fogg Farm Conservation area and Town Forest. Replace bog bridging and the wildlife observation platform in the Torsey Pond Nature Preserve. Complete the Readfield Vernal pool project.
- Cemetery Committee – Grace Keene: Main function is to oversee the maintenance and care of the various Readfield cemeteries. Volunteers have been trained by Town Sexton Anna Carll on how to properly clean and care for stones. Cemetery walks and history information events in the future. Anna Carll is very euthanistic and eager to get things done.
- Maranacook Lake Outlet Dam Committee – Wendy Dennis: Working on modifying the Maranacook Dam to control flood control. The committee is made up for Readfield and Winthrop residents. Great members on the committee from Readfield. Accomplishments this

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past year include a preliminary engineering study, raising money and planning the budget, requests for proposals and the design of the new dam are underway.

- Solid Waste & Recycling Committee – Tom Dunham: This committee is an advisory board to the Selectboard. Now a tri-town facility with the recent addition of Fayette. Currently working on a new interlocal agreement. Eric Dyer, Town Manager is working on new manuals. Looking at scales and the best way and cost effective way to dispose of waste.
- Assessing Board – Christine Sammons: Signs off on the town's annual mill rate. Abatements of town properties. The committee only meets as needed. Changes of tree growth – make sure to go through the proper procedures, fines can be heavy.

4. Preview of the 2017/18 budget development process

- Eric Dyer gave a brief overview, the process is well underway. Asking all committees to have their draft budgets to the town by 12/30/16 (preliminary numbers). Need information on reserve accounts. Have a lot of specific departments in the budget and would like to see some of the individual accounts like administrative/maintenance be combined to save money.

5. Discussion of an inter-committee working group to examine establishing a Parks Commission or similar entity

- Mr. Bourgoine and Mrs. Woodsum spoke on having a group formed to start working on a Parks Commission.
- Gary Keilty spoke that we all would be working towards a common goal.
- Mr. Bourgoine welcomes all committees and community members to contact the Selectboard members with feedback.

Workshop ended at 8:04 pm with Selectboard regular meeting starting at 8:05 pm.

Regular Meeting

- **17-102 – Minutes: Select Board meeting minutes of November 14, 2016**
 - **Motion** made by Mrs. Woodsum to approve the minutes of the November 14, 2016 meeting as presented, **second** by Mrs. Sammons. **Vote** 5-0 in favor.
- **17-103 – Warrants #23 & #24**
 - Review of the warrants completed by Mr. Parent.
 - **Motion** made by Mrs. Woodsum to approve Warrants #23 & #24 in the amount of \$368,074.16, **second** by Mr. Dunham. **Discussion:** Brief discussion on where legal fees should go. **Vote** 5-0 in favor.

Appointments and Re-appointments

- **17-104 – Appoint a member to the Heritage Days Committee**
 - **Motion** made by Mr. Dunham to appoint Deb Doten to the Heritage Days Committee for a term that expires on 8/31/2017, **Second** by Mr. Parent. **Vote** 5-0 in favor.

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Communications

- **Select Board Communications**
 - Mrs. Sammons spoke that there is a Community Breakfast at the MCHS this Saturday, December 3 starting at 7:30 am.
 - Mrs. Sammons volunteered to be on the committee for the Readfield Enterprise Committee.
 - **Motion** made by Mrs. Woodsum to appoint Mrs. Sammons to the Readfield Enterprise Committee as the Selectboard Representative, **Second** by Mr. Parent. **Vote** 5-0 in favor.
 - Mrs. Woodsum reminded everyone of the Library Tree Lighting this Friday, December 2 at 6:30 pm with a rain/snow date of Sunday, December 4 at 4:30 pm.
 - Mr. Dunham mentioned that Eric Dyer has set up a meeting with Mr. Curtis to resolve the issues that have arisen for his property.
- **Town Manager Report**
 - Mrs. Dyer went over his Town Manager report dated November 28, 2016
 - Discussion regarding the recycling of plastic bags, no longer accepted at the transfer station, look into other ways to recycle them.
 - Road grading will be done by Cushing Construction.
- **Public Communications - *Members of the public may address the Select Board on any topic***
 - None

Other

- **Parks Commission/Advisory Committee**
 - **Motions** made by Mrs. Woodsum to have the Selectboard investigate a Parks Commission/Advisory Committee. **Second** by Mr. Dunham. **Discussion:** Mr. Parent, Mr. Bourgoine and Town Manager will have a discussion/meeting and come back to the Selectboard with an outline. Have the boards/committees and general public get involved. **Vote** 5-0 in favor.
- **Collective Bargaining Agreement**
 - Mr. Dunham spoke and let the Selectboard know that Bonnie Harris volunteered (pro-bono) to help with the Collective Bargaining Agreement.

Motion made by Mrs. Woodsum to adjourn the meeting at 8:42 pm, **second** by Mr. Parent. **Vote** 5-0 in favor.