

Readfield Select Board Regular Meeting Minutes – January 23, 2017

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), Adam Woodford, Michelle Woodford, Marjorie Ellis, Ann Keilty, Gary Keilty, Ken Clark, Robert Harris, Jerry Bley, Greg Durgin

Regular Meeting

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

- **17-132– Minutes: Select Board meeting minutes of January 9, 2017**
 - **Motion** made by Mrs. Woodsum to approve the minutes of the January 9, 2017 meeting with the two corrections as noted, **second** by Mr. Parent. **Vote** 5-0 in favor.
- **17-133 – Warrants #31 & #32**
 - Mr. Dunham reviewed Warrants #31 & #32
 - Correction on Readfield Corner Water Association – The \$30.00 Utilities/Water should be billed to the Fire Station and not Library.
 - **Motion** made by Mr. Dunham to approve Warrants #31 & #32 in the amount of \$46,261.36, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.

Communications

- **Select Board Communications**
 - Mr. Dunham asked who reviews Eric's timecard. Mr. Bourgoine said that as the chair he reviews and signs but anyone else is welcome to review.
 - Mrs. Sammons would just like to remind everyone of the Policy for Public Communications and said that we have completely disregarded this policy. Brief discussion amongst the Selectboard and Mr. Dyer regarding staff at meetings and the way things are handled at meetings.
 - Mr. Dyer spoke regarding the Age Friendly initiative on delivering buckets of sand to the elderly.
- **Town Manager's Report**
 - Mr. Dyer went over his Town Manager's report dated for January 23, 2017.
- **Treasurer's Report (December)**
 - Mr. Dyer went over the Treasurer's Report dated January 23, 2017 covering the month of December 2016.
- **Boards, Committees, Commissions & Departments**
 - Cobbossee Watershed District minutes of July 12, 2016
 - Trails Committee minutes of October 25, 2016
 - Road Committee minutes of October 27, 2016 & December 8, 2016
 - Library Board minutes of November 7, 2016 & December 13, 2016
 - Conservation Commission minutes of November 15, 2016

Thank you for submitting your minutes.

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- **Public Communications** - *Members of the public may address the Select Board on any topic*
 - None

Appointments and Re-appointments:

- **17-126 – Consider an appointment to the Age Friendly Community Committee**
 - Marjorie Ellis was present for the appointment and briefly spoke that she was hoping to be a helpful asset to the committee.
 - **Motion** made by Mr. Bourgoine to appoint Marjorie Ellis to the Age Friendly Community Committee with a term through June 30, 2018, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.
- **17-134 – Consider an interim appointment to the Readfield School Board**
 - Adam Woodford was present for the appointment and gave a brief description on why he would like to be on the school board.
 - **Motion** made by Mrs. Sammons to appoint Adam Woodford to the Readfield School Board with a term through June 30, 2017, **Second** by Mr. Parent. **Discussion:** Mr. Bourgoine mentioned that this was one of the most important appointments as we are filling a vacated elected position. **Vote** 5-0 in favor.

New Business:

- **17-135 – Review a listing of current and prospective Ordinances and Policies**
 - Mr. Bourgoine suggested some review of the ordinances and policies and the priority of them.
 - Mrs. Woodsum and Mrs. Sammons willing to work on the list and Mr. Bourgoine willing to work on the writing of the proposals.
 - If you have an idea on what ordinances or policies that you feel are a priority that should be looked at send to Mr. Dyer so he can share with the others.
 - Suggested to have a review history column.
- **17-136 – Consider a framework for a possible Parks Commission**
 - Brief review of the information presented in the packet.
 - Gary Keilty spoke on how he attended a seminar yesterday that happened to pertain to this topic. He is all for a Parks Commission in Readfield and seeing where it goes and how it grows.
 - Ken Clark expressed that he really likes the idea but does have a couple questions. Budget responsibility with other committees and is there authority over the other committees? Mr. Bourgoine spoke and that we are still in the beginning stages and nurture it and see how it grows.
 - Brief discussion amongst the Select Board regarding the information on a Parks Commission.
 - Jerry Bley asked a couple questions regarding the management plans for the town conservation areas and if you see anything changing. Mr. Bourgoine sees nothing like that changing. Also asked for a clarification of Ad-hoc.
 - Mr. Bourgoine suggested looking at the proposal as being a first draft.
 - Ann Keilty felt that more communication is better and that this is a great way to combine these different committee/areas together.
 - Mr. Dunham asked if the creation of the Parks Commission should go to Town Meeting for vote, Mr. Bourgoine replied that it did not. The Selectboard can create a committee or commission without voter approval. Voter approval comes in when funding is necessary.

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- Suggested by Mrs. Woodsum for Mr. Dyer to make the second draft with some of the ideas that were presented tonight at the meeting.
- Mr. Bourgoine would like to wait for the second reading until all committees have had time to review.
- **17-137 – Consider a proposed revision to Transfer Station Hours**
 - Mr. Dyer went over his proposal to revise the Transfer Station Hours.
 - Still a work in progress and going to get feedback from all those involved but wanted to get the input from the Select Board first.
 - Change “additional” to “dedicated staff time”. It’s not new time just facility only time.
 - Brief discussion amongst the Select Board regarding the changes, contractor hours, residence hours, and summer hours and if there are any conflicts with the Union Contract.
 - Suggested by Mrs. Woodsum that it may be really useful to keep a clicker count of cars or car counter, by time of day and sometimes hourly.
 - Make note on when the proposed changes would be put into place.
- **17-138 – Second Budget Draft discussion (Departments 1&2)**
 - Mr. Dyer gave a brief overview of the draft budget as presented in the packet. Summary sheets of departments 1 & 2 and detailed sheets. Roughly 2/3 of the way with the process.
 - Suggested to add cemeteries back to Board and Committees instead of on its own.
 - Notes on when bonds will be paid off.

Motion made by Mrs. Woodsum to extend the meeting for an additional 15 minutes, **second** by Mrs. Sammons. **Vote** 5-0 in favor.

- **17-139 – Consider pending foreclosures**
 - There are currently 13 properties that are at risk of foreclosure. An updated list has been supplied as of January 23, 2017. One property is a property that has a Poverty Abatement Application in process, will be held in executive session Wednesday at 5:30 pm and invite property owner.
 - Mr. Dyer to provide property abatement guidelines.

Future Agenda Items:

- Communicate with Mr. Bourgoine on future agenda items

Motion made by Mrs. Woodsum to adjourn the meeting at 8:47 pm, **second** by Mr. Parent. **Vote** 5-0 in favor.

Minutes submitted by Kristin Parks, Board Secretary