

Readfield Select Board Regular Meeting Minutes – March 20, 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), Allen Curtis, Shaelie Dumont, Fran Zambella

Regular Meeting

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

- **17-159– Minutes: Select Board meeting minutes of March 6, 2017**
 - **Motion** made by Mrs. Woodsum to approve the minutes of the March 6, 2017 meeting as amended, **second** by Mr. Parent. **Vote** 5-0 in favor.
- **17-160 – Warrants #39 & #40**
 - Mr. Dunham reviewed Warrants #39 & #40. Suggested to move Vehicle Maintenance/Gas/Fuel out of Road Budget.
 - **Motion** made by Mr. Dunham to approve Warrants #39 & #40 in the amount of \$68,303.42, **second** by Mrs. Woodsum. **Vote** 5-0 in favor.

Communications

- **Select Board Communications**
 - Mr. Bourgoine mentioned that a joint Select Board and RSU 38 School Board meeting was held last Wednesday night, March 15th. The School Board is at the beginning of their budget process. Thank you for everyone who was able to attend the meeting.
 - Mr. Bourgoine wanted to let everyone know that Monday, March 27 at 6:30 there is a State Legislative Delegation Meeting with Representative Craig Hickman and Senator Shenna Bellows. This will be a workshop format, questions and comments. He encourages public to attend.
 - Mr. Dunham mentioned there is a upcoming Solid Waste and Recycling meeting this Wednesday, March, 22 at Fayette School. The meeting will consist of routine topics but is the first meeting held in Fayette.
 - Mr. Dunham was a little sad/disappointed that a resident of the Church Road had no idea that there was a sidewalk project in the works. He suggested notifying the abutters before we get father into the project.
 - Mr. Dunham spoke that at the RSU meeting there was a discussion about extra revenue that isn't figured into their budget from the state and where that money should go. He feels it should go to the municipality as we are the ones who send the tax bills out, etc. Suggested to send a letter asking for it to go to the municipalities. Mr. Bourgoine will draft a letter to send to the RSU. Mr. Parent believes that it's the RSU decision on what they do but feels it is a good idea to send it in writing for consideration. Mrs. Woodsum asked about the money not being received from Maine Care and if anyone knew why they weren't getting it.

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- **Town Manager's Report**

- Mr. Dyer went over his Town Manager's Report dated for March 20, 2017.
- Mrs. Woodsum would love to hear the feedback on the training Eric will be attending this Friday the 22nd with the topic on Marijuana laws. The negative and positive effects on the town.
- The sand/salt shed would likely come out of the road budget as it houses road materials.

- **Treasure's Report**

- Mr. Dyer went over the Treasure's Report dated for March 20, 2017 reflecting February's activity.

- **Boards, Committees, Commissions & Departments**

- Cobbossee Watershed District Minutes of December 13, 2016
- Trail Committee Minutes of January 31, 2017
 - *Thank you all for submitting your minutes.*

- **Public Communications - Members of the public may address the Select Board on any topic**

- Fran Zambella thinks it would be nice for the Select Board to have agendas at the sign in desk.
- Fran Zambella is concerned regarding the maintenance of the Town equipment. Wondering if we are on scheduled maintenance for the new truck along with the other machinery. Mr. Dyer spoke and said that we are keeping all maintenance as a top priority along with regular logs. Records are available for the public for review.
- Fran Zambella asked where the excise tax revenue goes into the budget. Mr. Dyer said it went into the General Fund. Fran asked if it could go into the Road Budget.
- Shaelie Dumont from Kent's Hill School attended tonight's meeting to see if the liquor license(s) that were submitted for upcoming events were approved. They were not on tonight's agenda but are on the agenda for the April 3rd meeting.

New Business:

- **17-161 – Review of Draft Ordinances/Ordinance Amendments**

- Property Assessed Clean Energy (PACE) Ordinance – proposed new
 - Mrs. Sammons gave a brief overview of what the PACE Ordinance is. Owners of qualifying properties can access financing for energy savings improvements. Towns need to have an ordinance in place in order for those in the town to apply for the programs. Town doesn't have to pay anything and a contract needs to be signed. There is minimal amount of administrative effort; posting that we are a PACE town on website and/or in advertiser.
- Board of Appeals Ordinance – proposed new
 - Mr. Dyer mentioned that we will be working on this ordinance as we get more feedback from those reviewing the draft. A lot of review has been done so far and more changes to be made.
 - Comments made from Henry Whittemore via email with suggested changes/questions. Not here to represent himself so will work these changes in and bring ordinance back for review.
 - Allen Curtis spoke regarding the draft ordinance. He spoke on the state law, Sec 4, under jurisdiction and the Board of Appeals process and roles of responsibilities and duties. He is in favor of a broader appeals process for the Board of Appeals Ordinance.

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- Fran Zambella spoke regarding number 11. Record of Case; confusing to him, would they come to the Appeals Board after the Select Board? Mr. Dyer mentioned it should reference the mass gathering and will make these changes as suggested.
- Mrs. Woodsum was reading it from a different place than those who have commented, feels instead of spouse it should say partner. Section 3 and 4 regarding appointments, should represent the towns appointment policy. Other suggestions include Selectmen to be changed to Selectboard along with the notice of a meeting time frame of 48 hours.
- Mr. Dunham agrees with Allen Curtis that there are voids in the appeals office; town should have administrative remedies before it goes to Superior Court.
- Send any comments on the Board of Appeals Ordinances to Mr. Dyer and he will send them to Mrs. Sammons and Mrs. Woodsum.

- Administration Ordinance – proposed changes to existing
 - Mr. Dyer gave a brief overview of the suggested changes that he had made to the Administrative Ordinance. This ordinance is related from everything from budgetary items to past due taxes.
 - Mr. Dunham spoke that this was produced to reduce the number of Warrant articles so combined into one ordinance.
 - Mrs. Woodsum asked if somewhere it says the “Selectboard may”, the “Selectboard shall” in the purpose line, update so it says that the Selectboard is the one that will do these things.
- Land Use Ordinance – proposed changes to existing
 - Notice of Public Hearing for the changes that are suggested by the Planning Board scheduled for Wednesday, March 29th at 6:30 pm.
- There are a number of Ordinances not included in packet for review which include:
 - Table of Contents Example
 - Traffic, Vehicle and Parking Ordinance
 - Dog Control or Animal Control Ordinance
 - Streets, Sidewalks and Other Places Ordinances

- **17-162 – Initial Draft Warrant Review**

- Reviewing the structure of the Draft Warrant for Tuesday, June 13th.
- Very similar to last years structure. Haven’t changed categories or the way things are worded.
- Mr. Dyer would like to see some categories combined and consistent on how the budget it put together.
- Discussion amongst the Selectboard regarding how the articles should be broken up and presented on the warrant. Also discussed ways to get the articles and information out to the town residences.
- Town Manager to look at combining vehicle, ground and building maintenance into one article on the warrant and consider adding cemetery article to maintenance.

Motion made by Mrs. Woodsum to extend the meeting until 9:00, **Second** by Mr. Parent. **Vote** 5-0 in favor.

- **17-163 – Review of a new Dispatching Agreement with the State of Maine**

- **Motion** made by Mr. Bourgoine to move the approval of the Dispatching Agreement with the State of Maine as presented in the packet and as amended, **Second** by Mrs. Sammons. **Amended Motion** made by Mrs. Woodsum for the Town Manager to sign the document, **Second** by Mr. Dunham. **Vote on amendment** 5-0 in favor. **Vote on original motion** 5-0 in favor.

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- **17-164 – Review and approve a Final Interlocal Agreement for solid waste**
 - Mr. Dyer gave a brief overview; the agreement is ready to move forward and have this as a warrant article item. There wasn't really any change to the agreement since the legal review.
 - **Motion** made by Mrs. Woodsum that we recommend the Terms of Agreement for the Readfield Transfer Station for recommendation of approval from the voters of Readfield, **Second** by Mr. Parent. **Discussion:** Fayette is having a special town meeting regarding the costs. Wayne will be taking it to their voters in June. **Vote** 5-0 in favor.

Future Agenda Items:

- Ordinance Review and what priority they are to have on June and November Warrants.

Motion made by KW to adjourn the meeting at 8:54 pm, **second** by CS. **Vote** 5-0 in favor.

Minutes submitted by Kristin Parks, Board Secretary