

Readfield Select Board Regular Meeting Minutes – August 21, 2017

Select Board Members Present: Bruce Bourgoine, John Parent, Dennis Price, Christine Sammons, and Kathryn Woodsum

Others Attending: Eric Dyer (Town Manager), Kristin Parks (Board Secretary), William Starrett (Channel 7), Grace Keene, Sandra Rourke

Regular Meeting

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

- **18-014 – Minutes: Select Board meeting minutes of July 24, 2017**
 - **Motion** made by Mrs. Sammons to approve the Select Board meeting minutes of July 24, 2017 as presented, **Second** by Mr. Price. **Vote** 4-0 in favor, Mrs. Woodsum was not in attendance yet.
- **17-015 – Warrants #5-8**
 - Mr. Bourgoine reviewed Warrants #5 & #6. Mrs. Woodsum reviewed Warrants #7 & #8.
 - **Motion** made by Mr. Bourgoine to approve Warrants #5&6 in the amount of \$496,281.04, **Second** by Mrs. Woodsum. **Vote** 5-0 in favor.
 - **Motion** made by Mrs. Woodsum to approve Warrants #7&8 in the amount of \$71,718.80, **Second** by Mr. Parent. **Vote** 5-0 in favor.

Appointments, Reappointments and Resignations

- **18-016 – Appoint Mike LaBerge to the Road Committee**
 - **Motion** made by Mrs. Sammons to appoint Michael Laberge to the Road Committee for a term starting 2017 and ending 2020. **Second** by Mr. Parent. **Vote** 4-0 in favor, Mrs. Woodsum was not in attendance yet.
- **18-017 – Appointment Tom Dunham to the Road Committee**
 - **Motion** made by Mr. Bourgoine to table until the next meeting. **Second** by Mrs. Woodsum. **Vote** 5-0 in favor.
- **18-018 – Appoint Tom Dunham to the Solid Waste and Recycling Committee**
 - **Motion** made by Mrs. Woodsum to appoint Tom Dunham to the Solid Waste and Recycling Committee for a term starting tonight and ending June 30, 2020. **Second** by Mr. Bourgoine. **Discussion:** Tom has been on the committee for 3 years. **Vote** 5-0 in favor.
- **18-019 – Appoint Tom Dunham to the Budget Committee**
 - **Motion** made by Mr. Bourgoine to table until the next meeting. **Second** by Mrs. Woodsum. **Vote** 5-0 in favor.
- **18-020 – Appoint Martin Hanish to serve on the KVCOG General Assembly**
 - **Motion** made by Mr. Bourgoine to reappoint Martin Hanish to serve on the KVCOG General Assembly for one year, **Second** by Mr. Parent. **Vote** 5-0 in favor.

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- **18-021 – Appoint a member of the Select Board to serve on the KVCOG General Assembly**
 - **Motion** made by Mr. Parent to appoint Mr. Bourgoine to represent the Board on the KVCOG General Assembly, **Second** by Mrs. Sammons. **Vote** 5-0 in favor.

Communications

- **Select Board Communications**
 - Mrs. Woodsum would like to thank several people for the Select Board retreat, Grace Keene for being a member of the public, Bruce Bourgoine for a great job as facilitator, Robin and a few other folks for the set up and Judy Parent for a delicious lunch.
 - Mr. Parent said thank you as well for a great Select Board retreat.
 - Mr. Bourgoine thanked everyone who participated in Heritage Days along with the public and the Heritage Days Committee.
 - Mrs. Sammons thanked the Town of Readfield and mentioned that the Friends of the Library made over \$500 during Heritage Days.
 - Mrs. Sammons is looking into a fall walk as a family orientated event. Anyone with input please contact her.
- **Town Staff Reports**
 - Mr. Dyer went over the Town Staff Reports: Gary Quintal, CEO report dated July 31, 2017; Town Manager report dated August 21, 2017; Treasurer's Report for July 2017.
 - Discussion regarding the entrance to the Fairgrounds. The Town Manager will get together with the Parks Commission on Mrs. Woodsums idea to beautify the entrance to the ball field.
- **Boards, Committees, Commissions & Departments**
 - Trails Committee minutes of May 23, 2017
Thank you for submitting your minutes
- **Public Communications - Members of the public may address the Select Board on any topic**
 - None

Old Business:

- **17-158 – Authorize the signature of a revised quitclaim deed for tax acquired property**
 - Mr. Dyer went over the information presented in the packet on a quitclaim deed.
 - **Motion** made by Mrs. Woodsum to have Eric Dyer, the Town Manager sign the Corrective and Confirmatory Municipal Quitclaim Deed as presented in packet, **Second** by Mr. Price. **Vote** 5-0 in favor.

New Business:

- At 6:00 pm tonight the Board of Assessors met. John Parent was elected Chair and Dennis Price was elected as Secretary. The Mil Rate for FY 2017/2018 was set at 19.26.

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- **18-022 – Report from and discussion of the August 18, 2017 Select Board retreat**
 - Mr. Bourgoine is in the process of completing a report that will be available to the public once completed. The Select Board came up with 9 goals and will be written in detail in the report.
 - The Cemetery Committee would like the Select Board to have a tour of the town's cemeteries. Proposed date is Saturday, October 28 at 9:00 AM and meeting at the Town Office.
- **18-023 – Invitation to the Rosmarin and Saunders Family Forest Property Dedication**
 - Sunday, September 17, 2017 from 1:30-2:30 pm. Notice will be on the website, messenger and calendar.
 - Eric Dyer to find out where the location of the event will be.
- **18-024 – Signing of an Order of the Municipal Officers regarding the application of tax payments**
 - **Motion** made by Mrs. Woodsum that we approve the Order of Municipal Officers Pursuant to 36 M.R.S.A. 906, **Second** by Mr. Parent. **Discussion:** Slightly different than from the past regarding any outstanding balance on taxes. **Vote** 5-0 in favor.
- **18-025 – Review of current and proposed Ordinances and Policies**
 - Review of the current list of town ordinances and policies presented in the Select Board packet.
 - Mrs. Woodsum would be happy to continue to work on the ordinances that she was working on last year.
 - Ordinances to improve and consolidate or write: Fire Department, Parking, Traffic, Streets, Sidewalks and Public Places, Dog Control, Local Food Ordinance, Property Tax Relief and Special Amusement.
 - Town Manager to send Mrs. Woodsum and Mrs. Sammons information on the grant application for the Church Road Sidewalk. Together they will write a small piece about the Church Road Sidewalk.
 - Select Board to revise the Roles & Responsibilities of the Select Board Policy.
 - Staff to formalize the informal guidelines of the Readfield Messenger Policy and write the new Record Retention Policy.
- **18-026 – Setting of the September Select Board meeting agenda**
 - Next regular Select Board meeting is scheduled for September 18, 2017. Hold an Executive Session for a Poverty Abatement meeting on September 11, 2017.
 - Suggested to have one business meeting and one workshop meeting a month.
 - Suggested to consolidate Budget Meetings to cut down on the number of meetings that are held.

Future Agenda Items:

- Heritage Days: Special Banner created with no dates and see about it being a yearly venue.
- Mr. Price suggested having a local student or community member come in and lead the Pledge of Allegiance. He will work on a program and bring back to the Select Board.
- Remove ball field mowing as this has been handled by the Town Manager.
- Plastic Bag Recycling: The Transfer Station is now recycling these bags again.

Motion made by Mrs. Woodsum to adjourn the meeting at 8:08 pm, **Second** by Mr. Parent. **Vote** 5-0 in favor.

Minutes submitted by Kristin Parks, Board Secretary