

Readfield Select Board

Regular Meeting Minutes – November 13, 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), Greg Durgin, Benjamin McIntosh, Andrews Tolman, Grace Keene, Pamela Osbourne

Regular Meeting

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

- **18-062 – Minutes: Select Board meeting minutes of October 30, 2017**
 - **Motion** made by Mrs. Woodsum to approve the Select Board meeting minutes October 30, 2017 as presented, **Second** by Mr. Price. **Vote** 5-0 in favor.
- **17-063 – Warrants # 19 & 20**
 - Mr. Parent reviewed Warrants #19 and #20.
 - **Motion** made by Mrs. Woodsum to approve Warrants #19 & 20 in the amount of \$33,784.96, **Second** by Mr. Parent. **Vote** 5-0 in favor.

Appointments, Reappointments and Resignations

- **18-064 – Consider the appointment of Benjamin McIntosh to the Trails Committee**
 - Benjamin McIntosh was present for his appointment and gave a brief introduction on himself.
 - **Motion** made by Mrs. Woodsum to appoint Benjamin McIntosh to the Trails Committee for a term beginning tonight and ending on June 30, 2019, **Second** by Mr. Parent. **Vote** 5-0 in favor.

Communications

- **Select Board Communications**
 - Mrs. Sammons spoke about the successful turnout for the Veterans Ceremony. Around 130 people in attendance. Thank you to the Fire Department, Bill Starrett, Town Office, Mr. Dyer, Dale Potter-Clark, Evelyn Clark, Deb Doten and the Third Maine.
 - Mrs. Woodsum said a thank you to Anna Carll for the clean up on the cemeteries after the storm.
 - Mr. Price said thank you to everyone on the Board and a highlight to Mrs. Sammons for the Veterans Day event. Along with a thank you to the Blizzard Busters for the work on the snowmobile trails.
 - Mrs. Woodsum mentioned for future scheduling that she has been working on some ordinances and she would like to see them on upcoming agendas.
- **Town Staff Reports**
 - Mr. Dyer went over his Town Manager report dated for November 13, 2017.
 - Mr. Dyer went over the Treasurers Report for the month of October 2017.
- **Boards, Committees, Commissions & Departments**
 - **Board of Assessors minutes of May 26, July 21, August 21 and August 25, 2017**
 - **Age Friendly Committee minutes of September 13, 2017**
 - **Readfield Community Library minutes of September 13, 2017**

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Thank you all for submitting your minutes

- **Public Communications - Members of the public may address the Select Board on any topic**
 - Greg Durgin welcomed Ben McIntosh to the Trails Committee. The Trails Committee got some work done on the Esker Trail this past Sunday.

Old Business:

- **18-040 – Conduct a third reading of a Record Retention and Destruction Policy**
 - **Motion** made by Mrs. Woodsum to accept the Record Retention and Destruction Policy as presented, **Second** by Mr. Parent. **Discussion:** Mr. Dyer mentioned that there will be additional work done and be put in a supplemental document. **Vote** 5-0 in favor.
- **18-041 – Conduct a third reading of a Readfield Messenger Policy**
 - Mrs. Woodsum went over the policy corrections that she noted; Section 6.03. A corrected copy was passed out to the Select Board. Minor changes were noted in grammatical errors.
 - **Motion** made by Mrs. Woodsum to accept the Readfield Messenger Policy as presented, **Second** by Mr. Parent. **Vote** 5-0 in favor.

New Business:

- **18-065 – Conduct a first reading of the revised Cemetery Ordinance**
 - Andrews Tolman spoke on behalf of the Cemetery Committee on the Cemetery Ordinance presented in the packet and why they put it together.
 - The Select Board reviewed the Cemetery Ordinance that was presented in the packet.
 - **Motion** made by Mr. Bourgoine that we approve the first reading of the revised Cemetery Ordinance with the minor changes as noted and with the intent that the Second Reading is put to vote at the 2018 Town Meeting, **Second** by Mrs. Woodsum. **Vote** 5-0 in favor.
- **18-066 – Review and discussion of Select Board Roles and Responsibilities**
 - Mr. Bourgoine went over the information presented in the packet regarding the Select Board Roles and Responsibilities and seeking advice from the Select Board on ways to edit the document.
 - Discussion amongst the Select Board on ways to edit the document to make it easier to read and to reduce the documents size. A lot of duplicated text throughout the document. Some suggestions are that it is a singular document and bylaws instead of policy.
- **18-067 – Consider the process for brush and wood grinding at the Transfer Station**
 - Mr. Dyer spoke that there has been a lot of wood and brush, especially since the storm we just had that needs to be taken care of at the Transfer Station. The wood and landscaping materials are at little to no cost to the Town. The grinding and removal of the wood (like pressure treated wood) does have a fee. Has requested some quotes from businesses but would like permission from the Select Board to go forward and get the work done. There is \$4,500.00 in the budget and the total might be between \$5,000.00 - \$7,000.00. Would like to see the work done by the end of the year before there is a lot of snow on the ground.

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- **Motion** made by Mrs. Woodsum to authorize the Town Manager to request and receive bids for the grinding of the clean wood demolition debris and to select the lowest bidder and execute that bid. **Second** by Mr. Parent. **Discussion:** Residents do pay to drop off wood to the Transfer Station so there is some income coming in with the expense of getting rid of the debris. **Vote** 5-0 in favor.
- **18-068 – Consider a joint meeting between the Winthrop Town Council and Readfield Select Board to discuss the Maranacook Lake Outlet Dam**
 - Mr. Dyer went over the Agenda as presented in the packet. The date of November 15th is not the date for the meeting. Meeting will be scheduled for either November 28th or 29th at 6:30 pm at the Winthrop Town Office. Tuesday, November 28th preferred by the Board.
 - Mr. Dyer went over the Maranacook Lake Outlet Dam Project Payment and Financing memo as presented in the packet. The memo proposes bonding as a likely avenue to come up with the additional funds for the project.
 - Discussion amongst the Select Board and their input on the project and the bonding consideration.
- **18-069 – Discuss the Volunteer Open House/Annual Chairs Meeting (November 27th, 6:30 pm, Gile Hall)**
 - Meeting scheduled for Monday, November 27th starting at 6:30 pm at Gile Hall.
 - Open to the public and encouraged that the community attend and learn about the different volunteer opportunities and committees.

Future Agenda Items:

- No Discussion

Motion made by Mrs. Woodsum to adjourn the meeting at 8:13 pm, **Second** by Mr. Price. **Vote** 5-0 in favor.

Minutes submitted by Kristin Parks, Board Secretary