

Readfield Select Board
July 19, 2021, Meeting Agenda
Select Board Meeting starts: 6:30 PM
Select Board Meeting ends (unless extended) at 8:30 PM

Pledge of Allegiance (6:30pm)

Regular Meeting Items - 5 min.

- 22-001 - Minutes: Select Board meeting minutes of June 21, 2021.
- 22-002 - Warrants: #56-58 (FY21)
- 22-003 - Warrants #1-4 (FY22)

Communications - 20 min.

Select Board communications. - 5 min.

Town Staff Reports - 5 min.

- Treasurer's Report - June 2021
- Town manager's Report

Boards, Committees, Commissions & Departments - 5 min.

- Library Board minutes of June 2, 2021
- Trails Committee minutes of May 26, 2021
- Conservation Commission minutes of October 13, November 10, and December 8, 2020; January 12, February 9, March 9, April 13, and May 11, 2021
- Recreation Committee minutes of June 15, 2021

Public Communication - Members of the public may address the Select Board - 5 min.

Appointments, Re-appointments, and Resignations - 5 min.

22-004 - Consider a slate of Board and Committee Appointments

22-005 - Consider the appointment of Sherene Gilman as Registrar of Voters

22-006 - Consider a Select Board liaison appointment to the Age Friendly Committee

Old Business - 15 min.

21-068 - Consider next steps for investigating broadband internet and the possibility of a local Fiber to the Home (FTTH) network - 5 min.

21-147 - Consider the lease of an Electric Vehicle for use by municipal staff, and the installation of an Electric Vehicle Charging Station - 10 min.

Public Hearing - 30 min.

The Select Board will hold a Public Hearing pursuant to the Town's Marijuana Establishments Ordinance for an application by Aaron Neily of Readfield Apothecary, LLC / Moonglow Cannabis for a Medical Marijuana Registered Caregiver Retail Store at 1146 Main St., Readfield.

New Business - 40 min.

22-007 - Consider the issuance of a Marijuana Establishment License for Aaron Neily of Readfield Apothecary LLC / Moonglow Cannabis, at 1146 Main St., Readfield. - 15 min.

22-008 - Consider the use of ARPA funds for Broadband Planning and Assessment - 5 min.

22-009 - Consider a Remote Meeting Policy- 5 min.

22-010 - Consider a Workers' Compensation Safety Incentive Program and program Resolve - 5 min.

22-011 - Discuss the possibility of a November Special Town Meeting - 5 min.

22-012 - Consider additional Spirit of Americas Awards - 5 min.

Other Business, Upcoming Meetings, and Future Agenda Items - 5 min.

Adjournment

This meeting will be held in-person at the Town Office

Participate via Zoom at: <https://us02web.zoom.us/j/88149608367> or

Call-in at +1 (929) 436-2866 and enter meeting ID: 881 4960 8367 and passcode: 781405

REGULAR MEETING

- **MINUTES**
- **WARRANTS**

Readfield Select Board
Regular Meeting Minutes – Monday, June 21, 2021 – *Unapproved*

Select Board Members Present: Carol Doorenbos, Ralph Eno, Sean Keegan, Dennis Price and Kathryn Woodsum

Others Attending: Eric Dyer (Town Manager), William Starrett (Channel 7), Kristin Parks (Board Secretary), Noah Ward-Rubin, Grace Keene, Pamela Osborn, Matthew Nazar, Bonnie Harris, Casey Coyne

Dennis called the Select Board meeting to order at 6:30 pm followed by the Pledge of Allegiance and a welcome to Carol and Sean.

- **21-137 – Minutes: Select Board meeting minutes of June 7, 2021**
 - **Motion** made by Ralph to approve the Select Board meeting minutes of June 7, 2021 as presented, **second** by Dennis. **Vote** 3-0-2, abstained by Carol and Sean.
- **21-138 – Warrants: #55-56 (FY21)**
 - Ralph reviewed Warrants #55-56
 - **Motion** made by Ralph to approve warrants #55-56 in the amount of \$427,582.64, **second** by Kathryn. **Vote** 5-0 in favor.

Communications

- **Select Board Communications**
 - Kathryn: Update on Broadband. Article in Town Warrant passed and working on next steps.
 - Dennis: Heritage Days, August 13th thru 15th. Activities and events every day. More information coming and available on Readfield Heritage Days Facebook.
- **Town Staff Reports**
 - Beach: Noah has been working on keeping the upkeep of the beach in great shape, weekly water testing being done, goose fence installed, would like to see an increase in day pass sales, more summer engagement/activities and more awareness of the beach. Have a suggestion box put down at beach. Swim lessons start the 2nd week in July and open to residents and nonresidents.
 - Transfer Station: Household Hazardous Waste Collection Day, Sunday, July 11, from 8 to Noon.
 - CEO Report: Available in packet
 - COVID Vaccination Clinic at Transfer Station on Saturday, July 3 from 12-4:00 PM.
 - May Treasurers Report review
 - Town Manager Report/ Memo (read by Eric)
 - **Motion** made by Ralph for the Select Board to endorse the Town managers' report as read, **second** by Kathryn. **Discussion:** Discussion amongst the select board and views on the situation and if tonight they should vote or wait until next meeting. This is about civil disclosure. **Vote** 4-0-1, abstained by Carol.
- **Boards, Committees, Commissions & Departments**
 - Age Friendly Committee minutes of April 21, 2021
 - Comprehensive Plan Committee minutes of May 19, 2021
 - Library Board minutes of May 12, 2021

Readfield Select Board
Regular Meeting Minutes – Monday, June 21, 2021 – *Unapproved*

- **Public Communications - *Members of the public may address the Select Board on any topic***
 - Grace: Upset with the conditions of the cemeteries and would like to see more focus on them.
 - Matt: Thank you Eric and the Board for the statement earlier. Critical steps to move forward.
 - Bonnie: Thank you to Eric and the town for the statements.
 - Casey: Voiced his concern on the effects of Bittar towards his family.

Appointments, Reappointments and Resignations:

- **21-139 – Conduct the election of the Select Board Chair and Vice Chair**
 - **Motion** made by Ralph to elect Dennis as the chair and Kathryn as the vice chair starting tonight through the next election, **second** by Sean. **Vote 5-0** in favor.
- **21-140 – Consider the appointment of Select Board members to the following positions:**
 - **Note Taker:** Carol
 - **Quarterly Warrant Reviewers (four):** Q1-Ralph, Q2-Carol, Q3-Sean, Q4-Kathryn
 - **Broadband Internet Committee Representative:** Kathryn and Sean
 - **Solid Waste and Recycling Committee Representative:** Kathryn
 - **Comprehensive Plan Committee Representative:** Dennis w/ Sean as backup
 - **Readfield Enterprise Committee Representative:** Carol
 - **Board of Assessors (three):** Dennis, Ralph and Carol

Motion made by Dennis to extend the meeting to 9:00 pm, **second** by Kathryn. **Vote 5-0** in favor.

- **21-141 – Consider the resignation of Bob & Jeanne Harris from the Trails Committee**
 - **Motion** made by Dennis to accept the resignation of Bob and Jeanne Harris from the Trails Committee with regrets, **second** by Ralph. **Vote 5-0** in favor.
- **21-142 – Consider the reappointments of municipal Boards, Committees and Commissions**
 - **Motion** made by Kathryn to reappoint the slate of reappointments as read in the packet, **second** by Ralph. **Vote 5-0** in favor.
- **21-143 – Consider the reappointment of Eric Dyer to the positions of Town Manager, Road Commissioner, Treasurer, Tax Collector and Welfare Administrator**
 - **Motion** made by Kathryn to reappointment Eric Dyer to the positions of Town Manager, Road Commissioner, Treasurer, Tax Collector and Welfare Administrator for a 1 year term , **second** by Sean. **Vote 5-0** in favor.
- **21-144 – Consider the appointment of Karen Peterson as Transfer Station Manager**
 - **Motion** made by Kathryn to appointment Karen Peterson as Transfer Station Manager, **second** by Ralph. **Vote 5-0** in favor.
- **21-145 – Consider the appointment of Thomas Molokie to the Cemetery Committee**
 - **Motion** made by Kathryn to appointment Thomas Molokie to the Cemetery Committee beginning tonight and with a term ending 06-30-2024, **second** by Ralph. **Vote 5-0** in favor.

Readfield Select Board
Regular Meeting Minutes – Monday, June 21, 2021 – *Unapproved*

Old Business:

- **21-068 – Consider the next steps for investigating broadband internet and the possibility of a local Fiber to the Home (FTTH) network**
 - Done during Select Board communications.

New Business:

- **21-146 – Consider a single-year Snow & Ice Control Contract with Cushing Construction**
 - Review by Eric of memo in package.
 - **Motion** made by Ralph to approve the snow and ice control contract with Cushing Construction for the FY21/22 in the estimated amount of \$274,290.00 with variable costs, **second** by Kathryn. **Discussion:** Have some sand leftover from last year. Extra funds to come from the roads operating reserve. **Vote** 5-0 in favor.
- **21-147 – Consider the lease of an Electric Vehicle for use by municipal staff, and the installation of an Electric Vehicle Charging Station**
 - FYI/Discussion – Review of information in package and review by Select Board. More research.
- **21-148 – Consider the Select Board meeting schedule through December 31, 2021**
 - July 19, August 23, September 20, October 18, November 1 & 15, December 13
- **21-149 – Consider a date, location and format for the annual Select Board Planning Retreat**
 - Monday, August 2 at Giles Hall, 4:00-8:00 PM.

Motion made by Kathryn to adjourn the meeting at 8:40 pm, **second** by Sean. **Vote** 5-0 in favor.

Minutes submitted by Kristin Parks, Board Secretary

Treasurer's Warrant

Warrant # 56A

\$2,891.25

Date: 6/24/21

To the Treasurer of Readfield:

This is to certify that there is due and chargeable to the accounts listed below the sums indicated, and you are directed to pay the amounts listed to the payees named herein.

Payee	Account	Amount	Check numbers
Treas., State of Maine	Accounts Payable	\$2,891.25	70098
	Total	\$2,891.25	

DATE SIGNED: 6/25/21

_____ Dennis Price, Chair

_____ Kathryn Woodsum

_____ Carol Doorenbos

Ralph Eno
_____ Ralph Eno

_____ Sean Keegan

Warrant Recap

Warrant 56

Vendor-----	Amount	Account-----
00086 SECRETARY OF STATE (MOTOR VEH)	2,891.25	GENERAL FUND / Motor Veh Fe

Prepaid Total--	2,891.25
Current Total--	0.00
Warrant Total--	2,891.25

Treasurer's Warrant

Warrant # 57

\$36,798.88

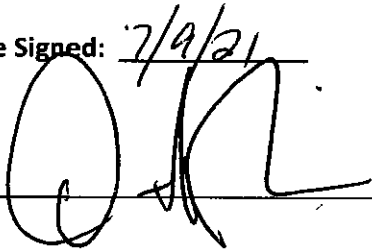
Dates: 07/8/2021

To the Treasurer of Readfield:

This is to certify that there is due and chargeable to the accounts listed below the sums indicated, and you are directed to pay the amounts listed to the payees named herein.

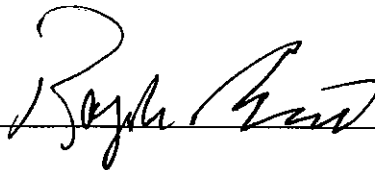
Payee	Account	Amount	Check #'s
EMPLOYEES	Payroll	\$	
VARIOUS VENDORS	Accounts Payable	\$36,798.88	70099-70145
	Total	\$36,798.88	

Date Signed: 7/9/21



Dennis Price

Carol Doorenbos



Ralph Eno

Sean Keegan



Kathryn Woodsum

A / P Check Register

Bank: Androscoggin Bank

Type	Check	Amount	Date	Wrnt	Payee
P	70099	3,562.80	07/02/21	57	0086 SECRETARY OF STATE (MOTOR VEH)
P	70100	7,010.69	07/02/21	57	0098 TREAS., STATE OF MAINE (IFW)
P	70101	93.60	07/02/21	57	0101 TREAS.,STATE OF MAINE (Vitals)
P	70102	630.00	07/02/21	57	0103 TREAS.,STATE OF MAINE (PLUMB)
P	70103	105.00	07/02/21	57	0509 TREAS., STATE OF MAINE (DEP)
P	70104	52.00	07/02/21	57	0100 TREAS., STATE OF MAINE (DOGS)
R	70119 70159	150.00	07/08/21	57	0512 AAA BUSINESS STORAGE CONTAINER <i>Portables</i>
R	70120	2,250.00	07/08/21	57	0927 Auburn Concrete
R	70121	647.97	07/08/21	57	0500 B&H Photo-Video
R	70122	1,276.36	07/08/21	57	0024 Baker & Taylor, Inc
R	70123	700.00	07/08/21	57	0130 Belanger Sheet Metal Co.
R	70124	152.00	07/08/21	57	0378 Capital Area Umpires Association
R	70125	1,078.88	07/08/21	57	0904 Central Maine Technology
R	70126	267.30	07/08/21	57	0633 Ed's Small Engine Repairs
R	70127	12.00	07/08/21	57	0810 Eric Dyer
R	70128	210.95	07/08/21	57	0464 Fayette General Store
R	70129	2,450.93	07/08/21	57	0439 Global Equipment Co., Inc
R	70130	89.00	07/08/21	57	0697 Karl MacCabe
R	70131	402.36	07/08/21	57	0152 Lowe's
R	70132	15.00	07/08/21	57	0793 Maine Building Officials and
R	70133	90.00	07/08/21	57	0066 Maine Municipal Association
R	70134	66.19	07/08/21	57	0131 Megan Lemieux
R	70135	12.32	07/08/21	57	0132 Noah Ward-Rubin
R	70136	9.86	07/08/21	57	0858 PETTY CASH
R	70137	1,600.00	07/08/21	57	0640 Pitney Bowes, Inc
R	70138	1,215.48	07/08/21	57	0069 Regional School Unit#38
R	70139	103.04	07/08/21	57	0147 Ronald Stephens
R	70140	20.00	07/08/21	57	0561 Shredding on Site
R	70141	54.00	07/08/21	57	0021 Sonya Clark
R	70142	49.40	07/08/21	57	0462 STAPLES CREDIT PLAN
R	70143	20.00	07/08/21	57	0215 Treas., State of Maine (water)
R	70144	895.00	07/08/21	57	0032 Troiano Waste Service,Inc
R	70145	11,506.75	07/08/21	57	0709 WASTE MANAGEMENT OF PORTLAND
Total		36,798.88			

Count

Checks	33
Voids	0

Treasurer's Warrant

Warrant # 1 & 2

\$33,042.31


Dates: 07/8/2021

To the Treasurer of Readfield:

This is to certify that there is due and chargeable to the accounts listed below the sums indicated, and you are directed to pay the amounts listed to the payees named herein.

Payee	Account	Amount	Check #'s
EMPLOYEES	Payroll	\$21,427.51	70105-70118 170105-170118
VARIOUS VENDORS	Accounts Payable	\$11,614.80	70146-70157
	Total	\$33,042.31	

Date Signed: 7/9/21



Dennis Price

Carol Doorenbos



Ralph Eno

Sean Keegan



Kathryn Woodsum

A / P Check Register
Bank: Androscoggin Bank

Type	Check	Amount	Date	Wrnt	Payee
R	70146	238.50	07/08/21	2	0576 Chewonki Foundation
R	70147	100.61	07/08/21	2	0380 Douglas Barker
R	70148	29.98	07/08/21	2	0810 Eric Dyer
R	70149	1,162.61	07/08/21	2	0055 KV Humane Society
R	70150	4,226.00	07/08/21	2	0760 KVCOG
R	70151	800.00	07/08/21	2	0458 Lucas Striping, LLC
R	70152	3,479.10	07/08/21	2	0066 Maine Municipal Association
R	70153	250.00	07/08/21	2	0218 MAINE RESOURCE RECOVERY ASSOC
R	70154	80.00	07/08/21	2	0281 MAINE WELFARE DIRECTORS ASSN
R	70155	90.00	07/08/21	2	0192 SEACOAST SECURITY & TELE.,INC
R	70156	8.00	07/08/21	2	0600 Treas., State of Maine (Lib)
R	70157	1,150.00	07/08/21	2	0200 VER-TRAN INC
Total		11,614.80			

Count	
Checks	12
Voids	0

July 6, 2021 Warrant Summary

Warrant #:	Journal #:	Amount	Warrant Type:	SB Reviewer:	Signatures Required:	Approval Date:
2	1	\$ 11,614.80	Warrant	R. Eno	Three	7/7/2021
A			State Fees	R. Eno	One	
B			State Fees		One	
1	4	\$ 21,427.51	Payroll	R. Eno	One	7/7/2021
SUM		\$ 33,042.31				

	Indicates public review is required following prior approval
	Indicates public review and approval are both required

COMMUNICATIONS

- **SELECT BOARD**
- **STAFF REPORTS**
- **BOARDS & COMMITTEES**
- **PUBLIC COMMUNICATIONS**

READFIELD COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING
JUNE 2, 2021

The meeting was called to order at 6:40 by Pam Mitchell. Meeting was held in person at the Library and by Zoom. Trustees present were: Pam Mitchell, Brenda Lake, Maureen Kinder, Jackie Drouin, Betty Peterson, Pat Clark, Jen Bonnefond and Melissa Small, Librarian. Excused were: Deb Peale and Sonya Clark.

Pam welcomed our new Library Trustee, Jackie Drouin, to the Board.

Secretary's Report: May minutes were approved.

Treasurer's Report: There was no Treasurer's report.

Old Business:

- Story Walk Update:
Melissa and Pat co-presented this project at the Maine Library Association Annual Conference.
Sponsor-A-Book has generated 18 sponsors thus far. The first book featured will be "Going on a Bear Hunt" by Michael Rosen.
Groundbreaking event to be held on Memorial Day was postponed due to bad weather.
- Library Director Title:
A couple of questions were asked about clarifying the title. Melissa will send the Board information she received about this. The Board will discuss this further.
- Performance Review:
Melissa would like a performance review from the Board. Pam said there is a standard form at the Town Office that we can use as a guide. She will forward it to Board Members.
- Wish List:
For the grant money we will be receiving, we will need to make a list of things we wish to purchase. Melissa has a list suggested by the Grant Foundation which she will send to the Board Members to look over and make suggestions.
- COVID updates:
As of May 24 all services are just about back to normal. Masks are required of unvaccinated individuals (as per town guidance). We will continue to follow the State guidelines. Plexiglass will stay in place. We will again begin to stamp due dates on the books. Melissa will check on contact tracing. Patron's computer will continue to be in the adult section of the Library.

New Business:

- Thank you to patrons: service and donation. Discussed and tabled.
- Garden Clean-Up in front and back of Library: A few Board Members will do this on Wednesday, June 9 at 9:00.
- Summer Book Sale: Pam talked to Lee Mank and the Fire House is available for us to use as in the past. We are asking patrons to bring books for sale the morning of sale.

Melissa and Board Members will start asking and looking for help for that day. Will follow up in July.

- 75th Birthday committee: Tabled

Librarian's Report:

- ARPA 2021 Formula Grants for Public Libraries distributed by MSL:
Readfield Community Library will be receiving some funds. Should arrive in July/August.
- Donation Received: Audio book collections were received.
- Status – Annual Collection Weeding: In process. Should be completed by June 30.
- Programming/Event Statistics Updates for May 2021:
Story Time met 4 times at the beach averaging about 10 attendees.
Cloud Library Workshop held at the Library with 2 attendees.
May Book Group held outside at the Library and Zoom had 13 attendees.
New Library Cards for May – 6.
Facebook Followers: 409 at the end of May (an increase of 15 since April).
Curbside Service: 14 for May.
- Special Summer Outdoor Events:
June 15 – Tuesday at 9:30 am: Maine Children's Author Patty Farrin visits Story Time.
June 21 – Monday at 6:00 pm: Summer Reading Program Kickoff Event.
June 23 – Wednesday at 6:30 pm: Author talk with Matt Cost.
July ?? – Grand Opening of the Story Walk.
July 12 – Monday at 6:00 pm: Kids Workshop with Maine author Katie Coppens.
July 14 – Wednesday at 6:30 pm: Author talk with Maine author Sandra Neily.
July 21 – Wednesday at 6:30 pm: Musical Program with Stan Davis
July 28 – Wednesday at 6:30 pm: Author talk with Emily E.LB. Twarog.
August 2 – Monday at 6:00 pm: Build-a-Book Kids Workshop with Ellen Bowman and Aaron Neily.
August 11- Wednesday at 6:30 pm: David Matson presentation.
August 13-15: Heritage Days Weekend
August 23, Monday at 6:00 pm: Summer Reading Program Finale Celebration Event featuring Chewonki.
Story Time continues meeting in person at the Town Beach on Tuesday mornings at 9:30.
June 28: Book Discussion: "Prospects: Mining Maine for Riches."
July 26 – RCL Book Discussion: "Mill Town: Reckoning with What Remains."
August 30 – RCL Book Discussion: "Mainly Power: A Goff Longdon Mainly Mystery."
September 27 – Book Discussion: "Anxious People."

The meeting was adjourned at 8:10 pm.

The next meeting will be held on July 7 at 6:30.

Respectfully Submitted,
Betty Peterson, Secretary

Readfield Trails Committee Minutes

May 26, 2021

Present: Paul Bessette, Nancy Buker, Jackie Drouin, Greg Durgin, Bob Harris, Steve Hayes, Greg Leimbach, Rob Peale, Holly Rahmlow, Henry Whittemore

Excused: Jeanne Harris

The meeting was called to order at 6:30 p.m.

After appointing a timekeeper, Bob presented the treasurer's report for Jeanne. We have \$1,446.28 in our account.

A discussion followed about whether or not we need to keep track separately of funds that are donated as opposed to those we receive from the town. Several members said they thought it would be helpful when we ask for approval to spend funds to be able to note that a project would be done with donated funds instead of taxpayer dollars.

It was also noted that it would be nice to be able to tell those who donated what their funds were used for.

Rob made a motion, amended by Greg L., that "From this point forward the treasurer keep two lines of accounting, one for donated funds and another for town monies, within our total account balance, and that the treasurer keep track of both income and disbursements for each." Nancy seconded. All approved.

The April minutes were reviewed. Rob moved they be approved, and Nancy seconded. Minutes approved with two abstentions from members who missed the last meeting.

Henry and Holly have volunteered to update the strategic plan. Many of the goals from the previous plan have been met. Henry said that he will begin by pulling out the goals that have yet to be accomplished and bring them to the committee for review and for suggestions for new goals. Our review of this plan coincides with the town's Comprehensive Plan update, so we will be sharing information with that committee and perhaps obtain some new ideas for goals from them as well. Gary Keilty is the lead on Trails for the Comprehensive Planning Committee.

Rob reported that he is still trying to establish an opening time for the Carleton Pond trail. Brian from the Greater Augusta Utility District, who is coordinating the project with Rob, is concerned

about opening the gate before the access road into the property is blocked. He has some interns coming in June and hopes to put them to work on that project.

Meanwhile, Rob is working on a temporary kiosk for the summer, as Brian plans to wait until fall to build a more permanent kiosk for both hikers and snowmobilers. Rob sent us all photos of a fiberglass box that Brian offered as a temporary kiosk. Rob will follow up on that option.

The possibility for conflicts between snowmobilers and other users of trails was discussed. Nancy said it is an issue for her snowmobiling group. Greg D. suggested that Henry add guidelines for dealing with those conflicts into our strategic plan.

Nancy presented a report on the condition and cleanliness of the trail kiosks (attached). She suggested that many of the kiosks be painted. Paul asked if there was leftover paint available for that. Greg D. said that Tim Sniffen of the Readfield Conservation Commission usually tends to that and he will follow up. Nancy noted that several kiosks were without maps. Greg D. said he had just stocked them. It is unclear whether maps are being removed, reminiscent of the problem we had with the post office maps disappearing much too quickly. We no longer put maps at the post office.

Bob reported on the meeting of the Heritage Days Committee he attended (event planned for Aug. 13-15). As of now they are planning a wine and cheese gathering on Friday night, the Saturday breakfast, the pulling stone demonstration (cosponsored by Trails, RCC and the Historical Committee), a 5K race at the Fairgrounds and fireworks. Many things remain undecided because key people were missing from the meeting.

Greg L. suggested we might sponsor a separate trails event, along the lines of the international group Volks Vanderham, which hosts walks with a food tent at the end. An entry fee could be charged, and it would be a good vehicle for drawing in people from other towns. We would have to be careful not to conflict with other scheduled events. Also, the hot steamy weather in August is not ideal for such an event. They are often held in the fall. Greg L. said he would contact the established group in Southern Maine.

Greg D. said there have been some questions about the Trails Facebook page, which Ken used to do. Holly admitted that she was supposed to be doing it but had been avoiding Facebook because of all the politics. She will attend to it promptly.

Greg D. had several announcements:

- Milt did some work on the Esker Trail and has been blazing trails.
- The library is putting up storyboards on the Community Pathway.

— Paul did two hours of topnotch work spreading blue stone with his tractor and a new technique he's developed.

— The RCC installed a culvert and did some other drainage work at the Torsey Pond Nature Preserve.

— We are still hoping to do some work with the kids at Maranacook and Kents Hill School. Greg (L or D.?) will be following up.

Meeting adjourned at 7:34 p.m. The next meeting will be at 6:30 p.m. Wednesday, June 23.

Minutes prepared and submitted by Holly Rahmlow

MEMORANDUM

TO: Readfield Trails Committee

FROM: Nancy L. Buker, Readfield Trails Committee Member

RE: Clean Trail Head Kiosks (5) and Interpretive Signs (2)
and Refill Boxes with Trail Donation cards/envelopes

DATE: May 25, 2021

On May 24, 2021 -- 2.0 hours were spent to sweep-down Trail Head Kiosks, wash outside of Plexiglas shield and refill the box with donation/contribution cards and envelopes. Also cleaned exterior surface of Interpretive Signs at Old Mill Stream Dam site.

The following observations and recommendations are offered:

- **Fogg Farm Reserve Trail Head:** Plexiglas cover cleaned.
Abandoned (?) bird nest present.
Trail maps present.
'Graffiti' on back side of Kiosk.
Loop Trail sign 'embedded' to tree trunk - reposition.
- **Old Fair Grounds Parking Lot Trail Head:** Plexiglas cover cleaned.
Abandoned (?) bird nest present.
Trail maps needed.
- **Torsey Shores Trail Head:** Plexiglas cover cleaned.
Abandoned (?) bird nests (2) present.
Trail maps needed.
NOTE: Kiosk is wobbly/not secure, but had been worked on.
- **Route 17 Trail Head:** Plexiglas - cleaned surface.
Abandoned (?) bird nest present.
- **Maranacook Community School Trail Head:** Outside case & Plexiglas cover cleaned.
Active hornet's nest inside 'locked' display cabinet.
Needs cleaning inside + new signs (3 maps & a Tick info sign).
- **Esker Trail Head:** None located at this time.
Recommend a Kiosk be installed for materials [maps, literature].
- **Old Mill Stream Dam Site:** Cleaned exterior surface of Interpretive signs (2) and poles.
Suggest re-paint metal poles.
Grass(es) infiltrating mulched pathways.

Recommend: All Kiosks be re-painted to help prevent further destructive elements to the wood.

Respectfully Submitted:

Nancy L. Buker
Readfield Trails Committee Member

Readfield Conservation Commission Meeting Minutes
Tuesday, October 13, 2020, Town Office

Present: Bruce Hunter, Jerry Bley, Greg Leimbach, Tim Sniffen, Andy Walsh,
Stephanie Donaldson, Marty Hanish, Greg Durgin
Excused: Brent West, Bob Mohlar

RCC Meeting Minutes - A motion was made by Stephanie D. and seconded by Jerry B. to approve the September 8, 2020 meeting minutes as amended; unanimously approved by RCC members. Tim S. and Andy W. abstained.

New Business

Torsey Pond N. P. Viewing Blind Graffiti – Brent W. sanded the graffiti off the viewing blind (thank you Brent!). Kents Hill School Environmental Studies teacher (Andrew Deaett) offered to have students carry lumber for new bog bridging on the Orange Trail. Tim S. emailed KLT regarding the need for “No Hunting” signs at TPNP to ensure compliance with preserve rules. Tim S. suggested that a sign be placed in the viewing blind and at the trailhead to deter hunters. TPNP includes ~20 acres of submerged land fronting the viewing blind that was flooded when the pond was dammed. Tim S. will post the signs at the viewing blind and trailhead.

Protecting Farmland in Readfield – Jerry B. suggested that Eric Dyer (Town manager) attend the next RCC meeting to discuss this initiative. Bruce H. will send Eric D. an invitation. Greg L. suggested that farmland protection can be done through a Comprehensive Plan update. He mentioned that the City of Auburn has an “agricultural zone.”

Updating the Comprehensive Plan is a 2-year process. Greg D. has volunteered to lead/represent RCC during the process. Andy W. offered to assist in review of the natural resources section of the plan; other members welcome to participate. Greg L. suggested that RCC should carefully review the plan from a conservation standpoint (i.e., review drafts, comment, make recommendations, etc.). RCC members should familiarize themselves with the current plan.

Old Business

Highland Ridge Farm Solar Array – Jerry B. worked with Highland Ridge landowner, Dean Sciaraffa, to formulate an agricultural easement which will be incorporated into the project permit. The easement will protect the property’s agricultural productivity and viewshed, while allowing for alternative energy production. The easement does not cover the 20-acres where the solar array will be sited; this area will be returned to agricultural land use and protected by the easement when the solar array is decommissioned. Jerry B. voiced RCC’s support for the agricultural easement at the September 23 Planning Board meeting.

Marty H. suggested that the presumed success of the negotiated agricultural easement for the property would be an informative story for "Maine Town and City" magazine. The Planning Board meeting is scheduled for October 14.

Outdoor Recreational and Conservation Areas Map – Jerry B. sent edits to Art Grindle (Kennebec County Soil and Water Conservation District) and will follow up with Mr. Grindle.

Town Forest RFP – Jerry B. reported that pulp prices are moving in the right direction; Jerry will follow up with Harold Burnett (town forester).

Hunting Blind Draft Proposal – Jerry B. needs to review edits with Eric Dyer and is not certain if the Select Board has reviewed the draft proposal. Edits will include extending the set up time to 1 week before the season starts to allow hunters time to scout out locations. Also, the policy may not be implemented until next year's hunting season.

Town Conservation Properties

Old Fairgrounds Property – The group briefly discussed the pulling stones celebration and historic signs. Funding for the signage will be provided through the Historic Society. Andy W. discussed the September 16th meeting with Anna Carll regarding the mowing plan for the fields; Bruce H. Tim S. and Stephanie D. also attended. Implementation of the mowing guidelines (where feasible) were discussed, as well as some specifics such as cutting the sprouting poplars from the far field edge.

Torsey Pond N. P. – previously discussed

Town Forest – Funds have been budgeted for the mowing at the TF; however, Howard Lake doesn't think mowing is necessary this year since little or no woody vegetation is coming up.

Fogg Farm Property – no changes

Miscellaneous – Stephanie D. mentioned that a property on Torsey Shores Road has a holding tank is sited near the edge of the pond. The owner, who has a trailer going on the site, was told the tank is sited too close to the water. Greg L. mentioned that holding tanks are not allowed per municipal code. Stephanie D. will contact the code officer (Jaime Hanson).

Meeting adjourned at 7:30 p.m.

Submitted by Andy Walsh on September 1, 2020

Readfield Conservation Commission Meeting Minutes
Tuesday, November 10, 2020, Town Office

Present: Bruce Hunter, Jerry Bley, Greg Leimbach, Andy Walsh, Stephanie Donaldson, Marty Hanish

Excused: Greg Durgin, Tim Sniffen, Brent West, Bob Mohlar

RCC Meeting Minutes - A motion was made by Bruce H. and seconded by Stephanie D. to approve the October 13, 2020 meeting minutes as amended; unanimously approved by RCC members.

New Business

Farmland Protection Discussion – Eric Dyer (TM) led a discussion of tools the town might use to protect farmland in Readfield. Previous Comprehensive Plans were more proactive in preserving farmland; more recent demographic shifts related to the pandemic may trigger more development in town. Eric D. is looking for a range of options for farmland protection. Some ideas discussed included:

- Establishing a separate fund to purchase development rights or to buy land outright.
- Options such as tax credits for landowners to offset property values with easements that would partially restrict land uses.
- Making a personal pitch to farmland owners regarding the agricultural/scenic/conservation values of their lands and the available options to protect it before it goes on the market.
- Identifying priority agricultural land in town by referencing NRCS soil maps. Maine Farmland Trust targets lands with prime farmland soils.
- Zoning lands with mapped prime farmland soils to limit certain types of development (could be construed as a “taking”).
- Attracting young farmers to work available farmland and eventually take ownership of the land (i.e., passing land on to the next generation). Local example is the Amish community of farmers in the town of Whitefield.
- Offering fair market value for a property. Maine Farmland Trust has the resources to acquire farmland; e.g., Maine Farmland Trust covers ~75% of purchase cost with the remainder paid by the town (~25%).
- Utilize the town’s Open Space Fund to purchase land (funds come from a development fee to offset impacts).
- Kennebec Valley Council of Governments (KVCOG) could potentially help as they assist municipalities in planning and securing funding for projects.
- Eric D. would like to have a project underway to add to the Comprehensive Plan.

Farmland currently for sale (Hewitt Farm, Rt. 135, Plains Road) may be a test case. Greg L. offered to talk with Jake Hewitt.

Firearms Ordinance – The Select Board would like to revise the firearms ordinance and take a more holistic approach that would combine firearms, tree stands/blinds, archery, etc. Hunters want more specificity regarding where hunting can occur in town. The Select Board wants to take a broader look at these uses on town properties. A town ordinance will allow more control of activities than a separate policy (i.e., hunting blind policy).

Discussion will be needed to identify which town properties should be open to hunting. RCC recommended speaking with a game warden to discuss which properties are suited for firearms, archery, etc. RCC postponed additional discussion on this issue for a future meeting.

Readfield Comprehensive Plan Revisions – Scheduled for next meeting

Town Forest Signs - Scheduled for next meeting

Readfield Outdoor Recreational and Conservation Areas Map – The map is finished and has been submitted to Art Grindell (Kennebec County Soil and Water Conservation District); thanks to Jerry B., Greg L., and Brent W.

Readfield Town Forest Pulp Prices – Jerry B. will circulate an article from the KJ that discusses the status of pulp pricing in Maine.

Meeting adjourned at 7:45 p.m.

Submitted by Andy Walsh on December 6, 2020

Readfield Conservation Commission Meeting Minutes
Tuesday, December 8, 2020, Town Office

Present: Bruce Hunter, Jerry Bley, Tim Sniffen, Greg Durgin, Greg Leimbach, Andy Walsh, Stephanie Donaldson, Brent West, Marty Hanish

Excused:

RCC Meeting Minutes - A motion was made by Bruce H. and seconded by Stephanie D. to approve the November 10, 2020 meeting minutes as amended; unanimously approved by RCC members.

New Business

FY 2021-22 Budget – RCC members discussed proposed expenditures for the coming fiscal year's budget. A draft of the FY 2021-22 budget was completed.

Readfield Parks and Recreation Initiative Meeting - A meeting for the Readfield Parks and Recreation Initiative will be held on Thursday January 7, 2021. Bruce H., Jerry B., and Greg L. will attend to represent RCC.

Old Business

Comprehensive Plan Revisions – A meeting is scheduled for December 15, 2020 to begin discussion of the Comprehensive Plan revisions, to be followed by a meeting in January (currently unscheduled?).

Protecting Farmland in Readfield – Greg L. spoke with Jake Hewitt (realtor) regarding the sale of 80 acres parcel off Rt. 17 adjacent to the GAUD Carleton Pond property. The current price is ~\$4,000/acre. Greg L. mentioned to Jake that Maine Farmland Trust facilitates protection of agricultural land through agricultural easements. The property is ledgey and may not be prime farmland.

Maine Farmland Trust will be invited to attend RCC's February meeting to inform RCC members about farmland protection options.

Firearms Ordinance – Brent W. reached out to the Eric Dyer (Town Manager) regarding the firearms ordinance. Because town properties vary in suitability for hunting with firearms, the Town Manager suggested that the Select Board may consider a more comprehensive Hunting Ordinance to provide greater clarity for hunters.

Highland Ridge Farm Solar Array – Jerry B. informed the group that the town permit for the solar project codifies the interests identified by RCC (e.g., the agricultural easement).

Meeting adjourned at 7:50 p.m.

Submitted by Andy Walsh on January 11, 2021

Readfield Conservation Commission Meeting Minutes
Tuesday, January 12, 2021, Town Office

Present: Bruce Hunter, Jerry Bley, Tim Sniffen, Greg Durgin, Greg Leimbach, Andy Walsh, Stephanie Donaldson, Brent West

Excused: Marty Hanish

RCC Meeting Minutes - A motion was made by Tim S. and seconded by Bruce H. to approve the December 8, 2020 meeting minutes as amended; unanimously approved by RCC members.

New Business

Age Friendly Committee Grant, Fairgrounds Trails – Jerry B. informed the group that the Age Friendly Cmte. is drafting a grant application for up to \$2,500 for improvements to the Old Fairgrounds trail system (e.g., trail re-surfacing, bench on Suicide Hill, etc.). RCC may use harvest income from the Town Forest as match to increase the available funds. Jerry B. confirmed with TM that use of RLCA is okay. Greg D. indicated that some bluestone and geotextile fabric is currently available for use. Jerry B. said that the entire trail system could use a top coat of bluestone (~\$5/foot for product and labor; assume 5 ft. wide trail). The grant funds, if received, would direct monies to sections of the trail most in need, not the whole trail system.

The Age Friendly Cmte. is looking to RCC or Trails Cmte. to oversee the work. RCC immediate goals are to support the project and provide matching funds (\$2,000). Trails Cmte. may donate ~\$1,000. Most of the Fairgrounds trail systems meets ADA standards (except for Suicide Hill; too narrow), which is a requirement for grant funding eligibility.

A motion was made by Greg D. for RCC to provide up to \$2,000 in matching funds for maintenance tasks including re-surfacing trails with bluestone, as needed, and for a bench on top of Suicide Hill. RCC all in favor, motion approved. Bruce H. will send a revised RCC budget to TM tomorrow.

Listing Fogg Farm in Maine Trail Finders - Tyler Kenniston of KLT inquired whether RCC is amenable to listing the Fogg Farm trail on Maine Trail Finder, an online source that connects people to trails across the state. Brent W. mentioned that the Fogg trail is underutilized. Bruce H. motioned to add the Fogg Farm trail to the Maine Trail Finder site; Greg D. seconded – Approved. Tim S. will send a note to Tyler K. stating RCC's approval.

Readfield Parks and Recreation Initiative - Bruce H, Jerry B., and Greg L. attended the RPRI meeting on January 7th. There was interest in creating a management group including Trails Cmte., RCC, and Recreation Association. Combining the three groups was also discussed (RCC not in favor). Concern was voiced regarding RLCA

monies being used for extraneous purposes. Attendees also discussed about eliminating the fee for beach access by town residents; only non-residents would pay the fee. Some related issues need to be resolved.

Old Business

FY 2021-22 Budget – Bruce H. motioned to add \$2,000 to the RCC budget (for Age Friendly Grant) and to revise the budget total to \$6,250. Motioned approved.

Maine Farmland Trust Training – Jerry B. will follow up with MFT regarding attendance at RCC's February meeting.

Comprehensive Plan Revisions and Updates – Greg D. provided an overview of the status of the CP update. The group is soliciting public comments regarding where the town should be in 10 years (visioning), developing policies and action plans, and data entry. The CP update is a two-year process. Meetings are scheduled for the 3rd Wednesday of every month. Kennebec Valley Council of Governments (KVCOG) will assist in municipal planning process.

Outdoor Recreation and Conservation Map - Jerry B. indicated that the map was completed (a copy was emailed to the group) and is ready for printing by the town or an outside printer. Tim S. (?) will see if the town will print 50 copies of the map and more, if needed. Jerry B. requested an invoice from Art Grindel (Soil & Water Conservation District) but has not heard back.

Protecting Farmland in Readfield – Greg L. made contact with Stephen Christianson and will discuss the town's interest in protecting agricultural land.

Town Forest RFP – Harold Burnett (Town Forester) will schedule the proposed tree harvest when prices improve. Tim S. inquired whether Harold B. had been paid for work completed to date.

Town Conservation Properties

Torsey Pond N.P. – Trail signs will be made this budget year (FY 2020) by prison workers.

Fogg Farm Preserve – Brent W. will seal the second bridge in May. Tim S. has oil stain with grit, if needed.

Tim S. reminded us to thank everyone who helped clear the trails on the town properties following the recent wind/storm events. Thanks Tim!

Meeting adjourned at 7:50 p.m.
Submitted by Andy Walsh on February 7, 2021

Readfield Conservation Commission Meeting Minutes
Tuesday, February 9, 2021, Town Office

Present: Bruce Hunter, Jerry Bley, Tim Sniffen, Greg Durgin, Greg Leimbach, Andy Walsh, Marty Hanish, Bob Mohlar
Excused: Brent West, Stephanie Donaldson

RCC Meeting Minutes - A motion was made by Greg D. and seconded by Bruce H. to approve the January 12, 2020 meeting minutes as amended; unanimously approved by RCC members.

New Business

Town Social Events – Greg L. suggested that RCC be more involved in town social events, such as Heritage Days. The group discussed organizing 1 or 2 events per year. Ideas include leading a walk at the Fairgrounds interpreting the pulling stones or an interpretive walk on one of the town properties. Greg L. will contact other committee chairs to gauge interest in participating in other events.

Invasive plant Management Program – Bruce H. notified the group of a 3-day training on invasive plant identification, mapping, and control by Maine Forest Service and Maine Natural Areas Program on May 19, 20, and 25. Oxford County Soil and Water Conservation District and the University of Maine Cooperative Extension will host a 1-day workshop on the ecology, impacts, identification and management of invasive plants on May 2 from 9:30 a.m. to 2:30 p.m. Since town conservation plans (e.g., Town Forest) include recommendations for invasive plant control, it was suggested that someone in the group attend.

Fairgrounds Feasibility Study for New Ball Fields – The Recreation Committee is looking to fund a feasibility study for a new ball field at the Fairgrounds. The Select Board has indicated that no town funds will be used to build the new ball field (the existing ball field was built with donated money).

Old Business

Maine Farmland Trust Training – Jerry B. had not heard back from MFT on the proposed training; will try to schedule for the March meeting.

Farmland Protection in Readfield – Greg L. spoke with Steve Christianson, owner of Christianson Farm LLC, in Readfield, regarding promoting farming in town. Mr. Christianson recommended assisting existing farmers in town with financial incentives. Monmouth provides a tax abatement for farmers. Jerry B. suggested that RCC support a tax abatement recommendation, if proposed, in the Comprehensive Plan update. Other ideas mentioned included **agricultural zoning**, **mapping of agricultural land**, etc. Greg L. indicated that RCC needs to provide a

coherent position on this issue to the committee. Greg D. will forward RCC finding/recommendations (when ready) to the Comp Plan committee.

Comprehensive Plan Revisions - Greg D. gave an update of the second Comp Plan committee meeting. The committee is using a 3-prong approach, including data collection **through censusing**, soliciting input from the town, and making recommendations that will be submitted for approval by the Select Board. Kennebec Valley Council of Governments (KVCOG) will guide the planning process, which will take 1.5-2 years.

Firearms ordinance - RCC will provide input based on past discussions if the Select Board takes the issue up.

Town Forest Invasive Management Plan - Tim S. will look at the RTF management plan regarding invasive plant management goals and report back at the next meeting.

Age Friendly Committee Grant, Fairgrounds Trails - Jerry B. indicated that the trail improvement grant has been submitted; no decision is expected until April.

GAUD Carleton Pond Property - A trail agreement between GAUD and the town of Readfield (**Wintthrop?**) has been finalized and approved by Eric Dyer that gives permission for trail building and construction of a kiosk. Trail building will begin on the east side of the property. The main gate and parking will be located to a safe location (**not Rt. 177**). Rob Peale is leading the effort.

Meeting adjourned at 7:30 p.m.
Submitted by Andy Walsh on March 8, 2021

Readfield Conservation Commission Meeting Minutes
Tuesday, March 9, 2021, Town Office

Present: Bruce Hunter, Jerry Bley, Tim Sniffen, Greg Durgin, Greg Leimbach, Andy Walsh, Stephanie Donaldson, Brent West

Excused: Marty Hanish

RCC Meeting Minutes - A motion was made by Tim S. and seconded by Greg D. to approve the February 9, 2020 meeting minutes as amended; unanimously approved by RCC members (Stephanie D. abstained).

New Business

George Smith Donations - Thanks to all for donations on behalf of George Smith and thanks to Stephanie D. for preparing the card.

Farming and Agriculture in Readfield, RCC Game Plan – Greg L. reviewed the outline he prepared for RCC's review and assessment of the town's agricultural policies and programs in conjunction with the Comprehensive Plan update. The overall goal of RCC's involvement is to ensure the updated CP supports community based agriculture and farming. Greg L. reviewed objectives that would ensure sustainable agriculture. Andy W. suggested that agricultural policies and programs complement the town's wildlife resource goals where feasible. Greg L. recommended that a small focus group (2-3 people) work on this effort. Jerry B. suggested that farmer's convene to identify issues on this topic; Greg L. will follow up. Ideas mentioned during discussion included tax abatements for farmers, attracting Amish farmers to town (similar to the community in Whitefield), and adopting Food Sovereignty Ordinances (under the Food Sovereignty law, 2017), currently adopted by 73 municipalities in Maine. The Food Sovereignty Ordinances allow people to buy directly from farmers.

RCC will need to review other components of the CP (e.g., natural resources) during the update process.

Maine Farmland Trust – Jerry B. stated that MFT will not meet RCC for training purposes, but will be responsive to questions and requests for information as needed.

Old Business

New Fields at the Fairgrounds Property – postponed until next meeting. Greg D. mentioned that the Recreation Committee has suggested holding a fishing derby to raise funds for the project. The town may have currently have an adequate number of fields at the high school to serve the existing demand.

Trail Signs, Torsey Pond Nature Preserve Signs – Jerry B. indicated that the trail signs will be ready in 1-2 weeks, though someone may need to pick them up in Warren at the prison facility.

Comprehensive Plan Update – No meeting was held in February; next scheduled meeting on March 17. Greg D. said a draft of the mission statement was submitted and will be consolidated for review. Also, that there are opportunities for town committees to provide input to the CP draft. The next step is to gather information from the town census. Jerry B. suggested questions for citizen input that would be relevant to the RCC: Should the town raise money for land conservation? What would people want to use the land for? Greg L. indicated that the town currently owns about 1,000 acres of land. Bruce H. mentioned a monthly review of land conservation issues with respect to the CP update.

Town Forest Update – Jerry B. mentioned that market for wood products is picking up slightly. The 2021 harvest is scheduled for late summer/early fall. The road and trail repairs will be combined and done by the logging contractor, which will result in the town receiving less income from the harvest. A site visit was scheduled on April 8, 2020 at 4:00 p.m. for RCC members to scope the abundance of invasive honeysuckle on the previously harvested blocks.

Age Friendly Committee Grant, Fairgrounds Trails – Jerry B. said that Romaine (Cmte. lead) has not heard if the \$2,500 has been awarded; probably will be notified in April. There are other grant opportunities (e.g., Food Pantry grant) upcoming which could serve other Fairground needs (e.g., bluestone on the trails). Greg L. will contact Romaine about the Fairground and school trails.

Town Social Events – Greg L. indicated that different committees are interested in participating. RCC could lead a walk interpreting the history of the pulling stones and/or a nature walk at one of the conservation properties during late summer or fall.

Meeting adjourned at 7:45 p.m.
Submitted by Andy Walsh on April 12, 2021

Readfield Conservation Commission Meeting Minutes
Tuesday, April 13, 2021, Town Office

Present: Bruce Hunter, Jerry Bley, Tim Sniffen, Greg Durgin, Marty Hanish, Greg Leimbach, Andy Walsh, Stephanie Donaldson
Excused: Brent West

RCC Meeting Minutes - A motion was made by Tim S. and seconded by Bruce H. to approve the February 9, 2021 meeting minutes as amended; unanimously approved by RCC members.

New Business

Status of Invasive Honeysuckle, Readfield Town Forest - The field visit at the town forest to inspect the 2008-09 harvest area and the woods bordering the center lane for invasive honeysuckle is re-scheduled for April 21, 2021 at 4:00 p.m. Tim S., Stephanie D., and Andy W. will attend; others are welcome to join. The purpose is to determine the abundance of honeysuckle in these areas and whether a contractor should be hired to remove/herbicide the plants, or if RCC members wants to schedule a field day to manually remove the plants.

Torsey Pond N.P. trail work - Four RCC members met at Torsey Pond on April 10th to discuss the trail erosion immediately west of the first footbridge. Andrew Deaett, Kents Hill School teacher, and his students have volunteered to do the work. Two areas of the trail need attention: the section of trail just before the footbridge where runoff is scouring a channel to the stream, and the trail just above that where runoff is crossing the trail in 2 or 3 locations. Tim S. provided a detailed sketch of the proposed work, which involves installing a "box culvert" to channel the main flow of runoff off the trail. Where runoff is crossing the path a little ways farther up the trail, a "dip and berm" technique is proposed to channel the water into the woods. RCC is also considering shifting the section of trail just above the footbridge a little to the right (south) to slightly higher ground.

Long Range Comprehensive Planning for Town Conservation Properties - Bruce H. will take Greg D.'s place as RCC representative on the Comprehensive Plan Update committee. Greg L. is working to get citizen input on the specific issue of town conservation properties and how they should be managed and used. Marty H. recommended an RCC group meeting to review the CP with respect to the town conservation properties.

Old Business

Farming and Agriculture in Readfield, RCC Game Plan - Greg L. has been reviewing pertinent literature to better understand issues related to farming and agriculture and recommended some books that he's been reading on the subject. Bruce H. made contact with a farmer (Ben Slayton), who owns Farmers' Gate Market (Butcher

Shop) in Leeds, Maine. Andy W. mentioned that Charlie Knight (Knight's Farm, Old Kents Hill Road, Readfield) may be willing to discuss his experience establishing a farm in town, as well as Craig Hickman in Winthrop. Greg D. mentioned Dirigo Hill Farm on South Road in Readfield. Marty H. asked if there's a map showing the location of farms in town.

Torsey Pond Nature Preserve Signs – Jerry B. has the trail signs for TPNP and will apply stain to the signs before putting them up on the preserve. Brent W. will assist. The cost to have the signs made by the prison workers was \$360.

Comprehensive Plan Revisions – Greg D. indicated the next meeting is scheduled for April 21 to discuss historical/architectural assets in town. Meeting minutes will be forwarded.

Town Forest Harvest – Harold Burnett, Town forester, will issue an RFP in June with a late summer/early fall harvest planned. Tim S. said Hunter Manley (tel. 491-3420) is the herbicide applicator that Harold previously used. Herbicide removal or treatments, if used, should be done before the tree harvest. High quality trees from the site will be used for lumber and low quality trees for pulp.

Age Friendly Committee Grant, Fairgrounds Trails – Jerry B. indicated that a \$2,000 grant from the Maine Community Foundation was awarded; the grant stipulates a \$2,000 match (RCC will provide). The funds will be used for bluestone to re-surface the trails and for a bench (\$500) to be placed at the top of the hill; Trails Committee will coordinate the work. The grant includes money for a contractor with a tractor and roller (if possible) to do the work. Romaine Turyn is currently working on an AARP grant for another project.

Town Social Events – Several ideas to promote interest and use of the town conservation properties were mentioned, including an interpretive walk to the pulling stones (Historical Society lead), bird walk in May or a nature walk on one of the properties, or a pre-harvest walk at RTF to discuss forestry (Jerry B. will see if Harold B. is interested). Marty H. suggested that a rep from each of the town committees discuss the purpose and function of their respective committees. Greg L. suggested that any event be scheduled after Labor Day since many people are away in August. Greg L. will contact Dennis Price to follow up.

New Field at Fairgrounds, Recreation Association – Marty H. indicated that there's \$45,000 in the budget for building a new ballfield. Shawn Keegan (Budget Cmte.) is confident they can raise additional money. Per an email from Eric Dyer (Town manager), Greg D. asked whether there is support for new ballfields. Greg D. is unsure how much use the McPhedran field complex at Maranacook School gets. Marty H. mentioned that non-school related programs may not be allowed to use school athletic fields (source of this information is unconfirmed). Greg L. said there was a high demand for school field 20 years ago but not sure what the demand is currently.

Meeting adjourned at 8:10 p.m.
Submitted by Andy Walsh on May 10, 2021

Readfield Conservation Commission Meeting Minutes
Tuesday, May 11, 2021, Town Office

Present: Bruce Hunter, Jerry Bley, Tim Sniffen, Greg Durgin, Marty Hanish, Greg Leimbach, Andy Walsh, Stephanie Donaldson
Excused: Brent West

RCC Meeting Minutes - A motion was made by Tim S. and seconded by Greg D. to approve the April 13, 2021 meeting minutes as amended; unanimously approved by RCC members.

New Business

Torsey Pond N.P. Trail Work and Signs – Jerry B. and Greg L. put up 24 new trail signs at intersections and for various points of interest at the nature preserve. The cost for the signs, made at the State Prison in Warren, was \$360.

RCC members scheduled a workday (May 16, 2021, 9:00 a.m.) at the nature preserve to install an erosion/water control structure (box culvert) and to improve drainage by digging some cross swales (dip and berm) to direct water off the trail near the first stream crossing (footbridge). Most of the materials for the work are currently at the site.

Status of Invasive Honeysuckle, Readfield Town Forest –Tim S., Stephanie D. and Andy W. gave an overview of a field visit to the RTF on April 21, 2021 to inspect the 2013-14 harvest area and the woods bordering the center lane for invasive honeysuckle. Invasive honeysuckle was observed mainly in the harvest area, with very few invasives noted in the pine woods along the center lane. RCC agreed that members will try to eradicate as much as possible in lieu of hiring a contractor. A workday to remove honeysuckle is scheduled for Sunday, June 13, 2021 at 9:00 a.m.

May Bird Walk – The bird walk discussed as an RCC-led town social event will be postponed to next year (will schedule and plan the event in March 2022).

Old Business

Tree Harvest at Readfield Town Forest – Jerry B. indicated that the tree harvest will be scheduled late summer 2021. Harold Burnett (Town Forester) will solicit RFP's by the end of May. The market is improving with saw timber prices increasing. Tim S. suggested leaving the planned 2024-25 harvest area uncut. RCC members agreed to discuss this further as it would affect the income stream for the RCLA.

Farming and Agriculture in Readfield, RCC Game Plan - Bruce H. contacted Ben Slayton, owner of Farmers' Gate Market (Butcher Shop) in Leeds, Maine. Mr. Slayton suggest engaging Amish and young people interested in farming and connecting them to areas in town with prime agricultural land/soils. Greg L. reviewed his email

from February 10, 2021 which recommended that RCC conduct a comprehensive review and assessment of the town's agricultural policies, programs and demographics. The review is in conjunction with the Comp Plan update in order to support community based agriculture and farming. Greg L. has conducted a literature review to inform the tasks needed to achieve the objective described above and has reviewed the zoning map.

Next steps include: review/contacting the state's farming program under the Maine Dept. of Agriculture, Conservation & Forestry (Greg L. will do); review the Town of Monmouth's tax abatement program for farmers, and assess and update information regarding town demographics relative to farmers. Greg L. mentioned several maps in the town's Open Space Plan that should be updated (e.g., conservation lands, farmland area, resource maps, etc.) and reviewed some strategies to pursue (e.g., attracting young farmers, protecting existing farms and farmland, zoning). Also need to develop strategies to assist existing and new farmers in being a productive and economically viable. Greg L. is looking for additional comments.

Comprehensive Plan Update – no update; Bruce H. missed last meeting. Next meeting is May 19.

Regarding update of the Open Space (OS) section of the Comp Plan, RCC will take the lead in reviewing this section. Also need to update the OS plan (update due June 2022), which would be an attachment to the Comp Plan.

Age Friendly Committee Grant, Fairgrounds Trails – RCC will provide match for the recently awarded \$2,000 grant from the Maine Community Foundation for trail improvements to trails at the Fairgrounds. Funds for the match must be approved at town meeting in June. Jerry B. and Greg D. will scope out where trail re-surfacing is needed (e.g., trail section from Rt. 17 to past Bruce H.'s house; others trail sections every 5 years). Also, a culvert near the ball field needs to be replaced. Will need a tractor to move bluestone and a vibrating roller (rental?) to compact new material.

Recreation Committee, New Fields at Fairgrounds – The Recreation Committee is interested in building a new softball field for girls. It's not clear if the demand exists for a new field and whether or not leagues can make greater use of the school complex.

Long Range Plan for Town Conservation Properties – Discussion postponed, but question is: What do we see as important uses for the town conservation properties that we oversee?

Meeting adjourned at 8:27 p.m.
Submitted by Andy Walsh on June 5, 2021

Recreation Committee Meeting

June 15, 2021

Attendees: Hannah Flannery, Sean Keegan, Matt Lajoie, Kevin Kelliher, Amy Cunningham, Jeff Carlson, Brandi Nelson, Lindsey Morin

- Baseball/Softball
 - Streamline Athletics – Maranacook instead of individual towns; each town's Commissioner could be on the board – need to clean up the process
 - What/where does commission money go to/split?
 - Royce is supportive of idea
 - We should draft teams earlier (Jan/Feb)
 - Matt would rather approach this now, before soccer (same process); if not able will try for basketball
 - Need to put shed/shelves together for storage and organization
 - Survey parents about baseball/softball program
 - Jeff will make: coaching, what we can do better, etc.
 - Would be great to get a pitching machine(s) for fields
- Soccer Meetings
 - Coming up end of July and then August
- Beach
 - Now open with permit
 - Noah got Lifeguard training; will help with swim lessons
 - \$45/session
 - Sign up in person at beach or online portal
 - Kevin's newly designed sign
 - \$425 for double sided & installation
 - Waiting for Eric to approve
 - Pole is getting moved to the shed
 - Look back into getting new outdoor volleyball net – Lindsey will look into
- Heritage Days
 - August 13&14; movie on 15th if approved
 - Committee met, due to Covid concerns: no kickball tournament, hot dogs and the food truck has backed out
 - Ask Scrummy's Candy truck to come? – send link to Dennis to find out
 - Beach will close at 4 for fireworks set up
 - Folks can check schedule online: pancake breakfast, library activities, oxen pull and dedication
 - Rec would like to have a kid pull (maybe rope and tire) sometime between 12-4; add a tournament for cornhole – members have boards to lend
 - There is no stage for band – can we find a hay trailer to borrow?
 - Movie on Sunday; Kevin looking into licensing from Criterion (company for 'the Sandlot')
- Cash McClure

- Gatorade PoY – received a \$1,000 scholarship to Rec programs
 - Want to make sure it doesn't just go into account
 - Start a scholarship in his name for a kid to go to basketball camp
 - Buy some reversible shirts or jerseys
- Summer camps
 - Between fields, school and adult ed. – should go through Rec instead
- Field Updates
 - Conservation Committee concerns – butterflies, parking and current plans have an 18' retaining wall along trail from Main St. to the parking lot
 - What about something like an amp theater instead.. more eye appealing, usage and look, as well as retaining?
 - Softball field currently would need to raise field to be same level – but could be lower instead; regardless, the wetlands will have to be rerouted
 - We want it to look great too!
- June 30th – renewal deadline for Rec Committee for Sean, Jeff and Lindsey
- Next meeting Thursday, July 22nd 6 pm

APPOINTMENTS,
REAPPOINTMENTS, &
RESIGNATIONS

**Town of Readfield
Re-Appointment Applications
Select Board Meeting - July 19, 2021**

Committee/Board	Name	Term
30 Mile River Board Rep.	Andrews Tolman	1 yr; 7/1/2021 - 6/30/2022
Budget Committee	Rebecca Lambert	3 yr; 7/1/2021 - 6/30/2024
Enterprise Committee	Clifford Buuck	3 yr; 7/1/2021 - 6/30/2024
Library Board of Trustees	Deborah Peale	3 yr; 7/1/2021 - 6/30/2024
Maranacook Outlet Dam Committee	Thomas Molokie	3 yr; 7/1/2021 - 6/30/2024
Recreation Committee	Jeffrey Carlson	3 yr; 7/1/2021 - 6/30/2024
	Lindsey Morin	3 yr; 7/1/2021 - 6/30/2024
Road Committee	Douglas Riley	3 yr; 7/1/2021 - 6/30/2024
	Brian Tarbuck	3 yr; 7/1/2021 - 6/30/2024
Trails Committee	Robert Peale	3 yr; 7/1/2021 - 6/30/2024

Select Board Approval

Dennis Price

Kathryn Mills Woodsum

Ralph Eno

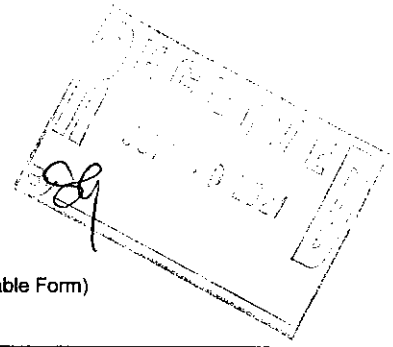
Sean Keegan

Carol Doorenbos

Approved July 19,2021



Readfield MAINE



Published on *Readfield ME* (<https://www.readfieldmaine.org>)

[Home](#) > [Volunteer](#) > [Appointment Application \(Web Fillable Form\)](#) > [Webform results](#) > [Appointment Application \(Web Fillable Form\)](#)

Submission information

Form: [Appointment Application \(Web Fillable Form\)](#) [1]
Submitted by Anonymous (not verified)
June 29, 2021 - 3:23pm
76.179.91.244

Date

June 29, 2021

Which Board, Committee or Commission are you applying for?

30 Mile River Board

Yes No

Do you have previous experience on this board or committee? X

Name

Andrews L Tolman

Street Address

183 North Rd

Mailing Address

North Road

Phone (Primary)

2076854197

Phone (Secondary)

9319631

E-Mail

andyinme@gmail.com

Below please tell us of any experience and/or training that might be useful in this position.
currently Board Chair, background working in protecting and improving water quality in lakes

If you are currently employed, what is your position?

Retired

Below please tell us the reason you are interested in applying for this position.

We're in the midst of lots of improvements, and I should stay and see them through.

Electronic Signature

Andrews L Tolman

Check one!

I DO I DO NOT

I DO/DO NOT approve the use of my e-mail and phone number(s) on the Town's public sites and publications.

X

Source URL: <https://www.readfieldmaine.org/node/6133/submission/5826>

Links

[1] <https://www.readfieldmaine.org/volunteer/webforms/appointment-application-web-fillable-form>

CLERK'S USE BEFORE THE APPOINTMENT

Please check one:

1st time Appointment

Re-Appointment

Was this position advertised?

Yes

No

If no, please explain: _____

Confirmation from Applicant of attendance at Select Board Meeting if required. *N/A*

SELECT BOARD APPROVAL

To Andrews Tolman of Readfield, in the County of Kennebec and State of Maine: There being a position on the 30 mile we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

7-1-2021 thru 6-30-2022 Given under our hand this , day of , 20__.

Dennis Price

Ralph F. Eno, Jr.

Sean Keegan

Carol Doorenbos

Kathryn Mills Woodsum

CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment?

Yes

No

If yes, what date:

Is an Oath appropriate:

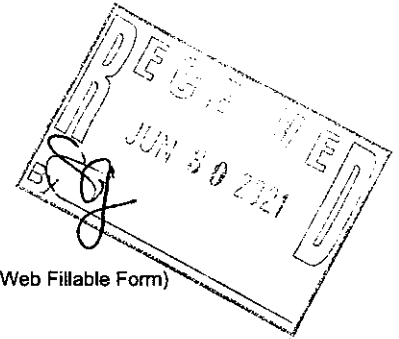
Yes

No

If yes, what date



Readfield MAINE



Published on *Readfield ME* (<https://www.readfieldmaine.org>)

[Home](#) > [Volunteer](#) > [Appointment Application \(Web Fillable Form\)](#) > [Webform results](#) > [Appointment Application \(Web Fillable Form\)](#)

Submission information

Form: [Appointment Application \(Web Fillable Form\)](#) [1]
Submitted by Anonymous (not verified)
June 29, 2021 - 3:21pm
24.39.59.2

Date

June 29, 2021

Which Board, Committee or Commission are you applying for?

~~Budget~~

Yes No

Do you have previous experience on this board or committee? X

Name

Rebecca Lambert

Street Address

50 Broadview Heights Dr

Mailing Address

50 Broadview Heights Dr

Phone (Primary)

2074414562

Phone (Secondary)

E-Mail

rlambert1117@gmail.com

Below please tell us of any experience and/or training that might be useful in this position.

I am currently on the budget committee and would like to continue.

If you are currently employed, what is your position?

Executive Assistant - Maine Municipal Association

Below please tell us the reason you are interested in applying for this position.

To continue service on the committee.

Electronic Signature

Rebecca Lambert

TOWN OF READFIELD
APPOINTMENT APPLICATION

OFFICE USE
DATE RECEIVED

The Select Board shall not discriminate against an applicant based on religion, age, sex, marital status, race color, ancestry, national origin, sexual orientation or physical or mental disabilities. The Select Board may exclude from consideration any applicant with physical or mental disabilities only when the physical or mental handicap would prevent the applicant from performing the duties of the appointment and reasonable accommodation cannot be made.

The Select Board shall have final authority over the appointment of citizens to Boards, Committees and Commissions that are instruments of Town Government. The Select Board shall not appoint an applicant to a position for which the applicant will likely have a frequent or recurring conflict of interest.

Please check one: 1st time appointment re-appointment

Which Board, Committee or Commission

are you applying for? Term:

Name: CLIFFORD BUUCK Phone (H): 685-9988

Street address: 3/6 BEAK MILLS RD. Phone (C): 816-1875

Mailing address: SAME

E-Mail: Clif_buuck@yahoo.com

Below please tell us of any experience and/or training that might be useful in this position.

I HAVE SERVED ON THE REC, SINCE ITS INCEPTION
AS THE READFIELD ENTERPRISE FUND, HELPING TO ESTABLISH
THE GOALS & STANDARDS FOR THE PROGRAM.

Below please tell us the reason you are interested in applying for this position.

IT IS IMPORTANT FOR THE TOWN TO SUPPORT & PROMOTE
ECONOMIC DEVELOPMENT.

If you are currently employed, what is your position?

APPLICATION FOR APPOINTMENT FOR:

Name: CLIFFORD BUUCK Position: READFIELD ENTERPRISE COMMITTEE Term: 3yr

"By signing this application for this position the Applicant understands and agrees that the information contained in this application is required by law to be available for public viewing and agrees to hold the Town of Readfield harmless from any misuse of the application information by anyone viewing it. As a member of this board, committee or commission

Check one!

- I approve the use of my e-mail and phone numbers on the Town's public sites and publications.
I DO NOT approve the use of my e-mail and phone numbers on any of the Town's public sites or publications.

Name: Date:

CLERK'S USE BEFORE THE APPOINTMENT

Please check one: 1st time Appointment Re-Appointment
Was this position advertised? Yes No If no, please explain:

Confirmation from Applicant of attendance at Select Board Meeting if required. N/A

SELECT BOARD APPROVAL

To Cliff Buuck of Readfield, in the County of Kennebec and State of Maine: There being a position on the Enterprise Committee we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

7/1/2021 thru 6/30/2024. Given under our hand this, day of, 20.

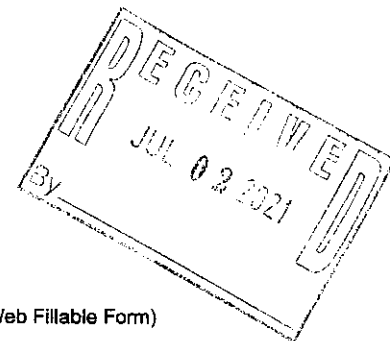
Dennis Price Ralph F. Eno, Jr. Sean Keegan
Carol Doorenbos Kathryn Mills Woodsum

CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment? Yes No If yes, what date:
Is an Oath appropriate: Yes No If yes, what date:



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[Home](#) > [Volunteer](#) > [Appointment Application \(Web Fillable Form\)](#) > [Webform results](#) > [Appointment Application \(Web Fillable Form\)](#)

Submission information

Form: [Appointment Application \(Web Fillable Form\)](#) (1)

Submitted by Anonymous (not verified)

July 2, 2021 - 8:21am

174.255.66.203

Date

July 2, 2021

Which Board, Committee or Commission are you applying for?

Library Board of Trustees

Yes No

Do you have previous experience on this board or committee? X

Name

Deborah Peale

Street Address

42 Mooer Road

Mailing Address

42 Mooer

Phone (Primary)

2079319144

Phone (Secondary)

E-Mail

deb.peale@gmail.com

Below please tell us of any experience and/or training that might be useful in this position.
Reappointment

If you are currently employed, what is your position?

Retired

Below please tell us the reason you are interested in applying for this position.

More work to be done.

Electronic Signature

Deborah Peale

Check one!

I DO NOT

I DO/DO NOT approve the use of my e-mail and phone number(s) on the Town's public sites and publications.

X

Source URL: https://www.readfieldmaine.org/node/6133/submission/5846

Links

[1] https://www.readfieldmaine.org/volunteer/webforms/appointment-application-web-fillable-form

CLERK'S USE BEFORE THE APPOINTMENT

Please check one: [] 1st time Appointment [X] Re-Appointment

Was this position advertised? [] Yes [X] No If no, please explain: _____

Confirmation from Applicant of attendance at Select Board Meeting if required. N/A

SELECT BOARD APPROVAL

To Deborah Peale of Readfield, in the County of Kennebec and State of Maine: There being a position on the Library Trustee Board we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

7-1-2021 thru 6/30/2024. Given under our hand this [] , day of [] , 20__.

Dennis Price, Ralph F. Eno, Jr., Sean Keegan, Carol Doorenbos, Kathryn Mills Woodsum

CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment? [] Yes [] No If yes, what date: []

Is an Oath appropriate: [] Yes [] No If yes, what date: []

TOWN OF READFIELD
APPOINTMENT APPLICATION

OFFICE USE
6/30/2021
DATE RECEIVED

The Select Board shall not discriminate against an applicant based on religion, age, sex, marital status, race color, ancestry, national origin, sexual orientation or physical or mental disabilities. The Select Board may exclude from consideration any applicant with physical or mental disabilities only when the physical or mental handicap would prevent the applicant from performing the duties of the appointment and reasonable accommodation cannot be made.

The Select Board shall have final authority over the appointment of citizens to Boards, Committees and Commissions that are instruments of Town Government. The Select Board shall not appoint an applicant to a position for which the applicant will likely have a frequent or recurring conflict of interest.

Please check one: 1st time appointment re-appointment

Which Board, Committee or Commission

are you applying for?

MARRADACOOK DAM COMMITTEE

Term:

3 yrs

Name: THOMAS MOLOKIE Phone (H): _____

Street address: _____ Phone (C): _____

Mailing address: READFIELD, ME 04355

E-Mail: _____

Below please tell us of any experience and/or training that might be useful in this position.

THIS IS A REAPPOINTMENT

Below please tell us the reason you are interested in applying for this position.

I AM INTERESTED IN OUR COMMUNITY

If you are currently employed, what is your position?

Retired US Gov Dept of Veterans Affairs

APPLICATION FOR APPOINTMENT FOR:

Name: Thomas Molokie Position: MAWANAPOOK DAM COM Term: 7/1/2021 to 6/30/2024

"By signing this application for this position the Applicant understands and agrees that the information contained in this application is required by law to be available for public viewing and agrees to hold the Town of Readfield harmless from any misuse of the application information by anyone viewing it. As a member of this board, committee or commission

Check one!

[X] I approve the use of my e-mail and phone numbers on the Town's public sites and publications.

[] I DO NOT approve the use of my e-mail and phone numbers on any of the Town's public sites or publications.

Name: Thomas Molokie Date: 6/30/2021

CLERK'S USE BEFORE THE APPOINTMENT

Please check one: [] 1st time Appointment [X] Re-Appointment

Was this position advertised? [] Yes [X] No If no, please explain:

Confirmation from Applicant of attendance at Select Board Meeting if required. N/A

SELECT BOARD APPROVAL

To Thomas Molokie of Readfield, in the County of Kennebec and State of Maine: There being a position on the MAWANAPOOK OUTLET DAM COM we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

7-1-2021 thru 6-30-2024. Given under our hand this [] day of [], 20__.

Dennis Price

Ralph F. Eno, Jr.

Sean Keegan

Carol Doorenbos

Kathryn Mills Woodsum

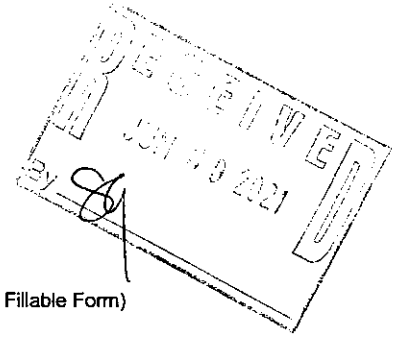
CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment? [] Yes [] No If yes, what date: []

Is an Oath appropriate: [] Yes [] No If yes, what date []



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Published on *Readfield ME* (<https://www.readfieldmaine.org>)

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Submission information

Form: [Appointment Application \(Web Fillable Form\)](#) (1)
Submitted by Anonymous (not verified)
June 29, 2021 - 9:15pm
24.198.161.108

Date

June 28, 2021

Which Board, Committee or Commission are you applying for?

*Recreation committee

Yes No

Do you have previous experience on this board or committee?

Name

Jeffrey Carlson

Street Address

Mailing Address

Readfield

Phone (Primary)

Phone (Secondary)

E-Mail

Below please tell us of any experience and/or training that might be useful in this position.
I've been on the rec com for the past almost three years

If you are currently employed, what is your position?

Technical sales

Below please tell us the reason you are interested in applying for this position.

I am renewing

Electronic Signature

Jeffrey Carlson

Check one!

I DO I DO NOT

I DO/DO NOT approve the use of my e-mail and phone number(s) on the Town's public sites and publications.

X

Source URL: https://www.readfieldmaine.org/node/6133/submission/5836

Links

[1] https://www.readfieldmaine.org/volunteer/webforms/appointment-application-web-fillable-form

CLERK'S USE BEFORE THE APPOINTMENT

Please check one:

1st time Appointment

Re-Appointment

Was this position advertised?

Yes

No

If no, please explain: _____

Confirmation from Applicant of attendance at Select Board Meeting if required. N/A

SELECT BOARD APPROVAL

To Jeffrey Carlson of Readfield, in the County of Kennebec and State of Maine: There being a position on the Recreation Assoc. we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

7-1-2021 thru 6-30-2024. Given under our hand this _____, day of _____, 20__.

Dennis Price

Ralph F. Eno, Jr.

Sean Keegan

Carol Doorenbos

Kathryn Mills Woodsum

CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment?

Yes

No

If yes, what date:

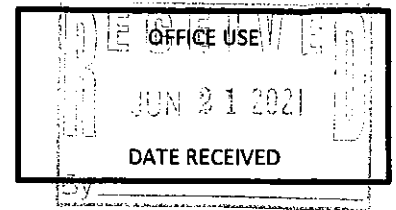
Is an Oath appropriate:

Yes

No

If yes, what date

TOWN OF READFIELD
APPOINTMENT APPLICATION



The Select Board shall not discriminate against an applicant based on religion, age, sex, marital status, race color, ancestry, national origin, sexual orientation or physical or mental disabilities. The Select Board may exclude from consideration any applicant with physical or mental disabilities only when the physical or mental handicap would prevent the applicant from performing the duties of the appointment and reasonable accommodation cannot be made.

The Select Board shall have final authority over the appointment of citizens to Boards, Committees and Commissions that are instruments of Town Government. The Select Board shall not appoint an applicant to a position for which the applicant will likely have a frequent or recurring conflict of interest.

Which Board, Committee or Commission are you applying for? Recreation Cte.

Term: 2

Do you have previous experience on this board or committee? Yes No

Name: Kindsey Morin Phone (H): _____

Street address: _____ Phone (C): _____

Mailing address: same

E-Mail: _____

Below please tell us of any experience and/or training that might be useful in this position.

I've served for the past 3 years, and am hoping to continue.

Below please tell us the reason you are interested in applying for this position.

Enjoy working with cte to plan events for the town & kids.

If you are currently employed, what is your position?

currently the Secretary of Rec Cte.

APPLICATION FOR APPOINTMENT FOR:

Name: Lindsey Morin Position: Rec Cte Term: 2

"By signing this application for this position the Applicant understands and agrees that the information contained in this application is required by law to be available for public viewing and agrees to hold the Town of Readfield harmless from any misuse of the application information by anyone viewing it. As a member of this board, committee or commission

Check one!

I approve the use of my e-mail and phone numbers on the Town's public sites and publications.

I DO NOT approve the use of my e-mail and phone numbers on any of the Town's public sites or publications.

Name: Lindsey Morin Date: 6/21/21

CLERK'S USE BEFORE THE APPOINTMENT

This is a Consecutive Re-Appointment Yes No

Was this position advertised? Yes No If no, please explain: _____

Confirmation from Applicant of attendance at Select Board Meeting if required. Yes No

Confirmed meeting date: _____, 20__

SELECT BOARD APPROVAL

To Lindsey Morin of Readfield, in the County of Kennebec and State of Maine: There being a position on the Rec. Committee we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

7-1-2021 thru 6/30/2024. Given under our hand this day of 2021.

Sean Keegan _____ Ralph F. Eno, Jr. _____ Dennis Price _____

Carol Doorenbos _____ Kathryn Mills Woodsum _____

CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment? Yes No If yes, what date:

Is an Oath appropriate: Yes No If yes, what date



Readfield MAINE

JUL 02 2021

Published on *Readfield ME* (<https://www.readfieldmaine.org>)

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Submission information

Form: [Appointment Application \(Web Fillable Form\)](#) (1)
Submitted by Anonymous (not verified)
July 2, 2021 - 1:42pm
24.198.171.200

Date

July 2, 2021

Which Board, Committee or Commission are you applying for?

Road Committee

Yes No

Do you have previous experience on this board or committee?

Name

Douglas Riley

Street Address

111 Maces Cottage Road

Mailing Address

Readfield

Phone (Primary)

2072420595

Phone (Secondary)

E-Mail

darcoengr@aol.com

Below please tell us of any experience and/or training that might be useful in this position.

I am a Licensed Professional Engineer with many years design and construction experience.

If you are currently employed, what is your position?

Retired after more than thirty years as a self employed consulting engineer.

Below please tell us the reason you are interested in applying for this position.

I would like to share my technical experience in design and construction of road infrastructure for the benefit of our community.

Electronic Signature

Douglas A. Riley

Check one!

I DO	I DO NOT
------	----------

I DO/DO NOT approve the use of my e-mail and phone number(s) on the Town's public sites and publications.

X

Source URL: <https://www.readfieldmaine.org/node/6133/submission/5851>

Links

[1] <https://www.readfieldmaine.org/volunteer/webforms/appointment-application-web-fillable-form>

CLERK'S USE BEFORE THE APPOINTMENT

Please check one:

1st time Appointment

Re-Appointment

Was this position advertised?

Yes

No

If no, please explain: _____

Confirmation from Applicant of attendance at Select Board Meeting if required. N/A

SELECT BOARD APPROVAL

To Douglas Riley of Readfield, in the County of Kennebec and State of Maine: There being a position on the Road Committee we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

_____ thru _____. Given under our hand this _____, day of _____, 20__.

Dennis Price

Ralph F. Eno, Jr.

Sean Keegan

Carol Doorenbos

Kathryn Mills Woodsum

CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment?

Yes

No

If yes, what date:

Is an Oath appropriate:

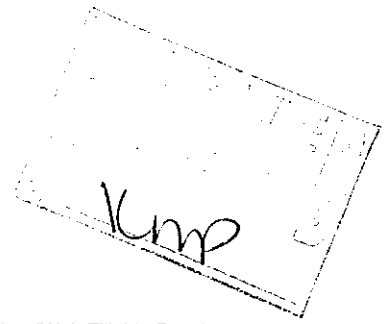
Yes

No

If yes, what date



Readfield MAINE



Published on *Readfield ME* (<https://www.readfieldmaine.org>)

[Home](#) > [Volunteer](#) > [Appointment Application \(Web Fillable Form\)](#) > [Webform results](#) > [Appointment Application \(Web Fillable Form\)](#)

Submission information

Form: [Appointment Application \(Web Fillable Form\)](#) (1)
Submitted by Anonymous (not verified)
June 29, 2021 - 3:57pm
24.39.42.249

Date

June 29, 2021

Which Board, Committee or Commission are you applying for?

Road

Yes No

Do you have previous experience on this board or committee?

Name

Brian H Tarbuck

Street Address

E

Mailing Address

Phone (Primary)

Phone (Secondary)

E-Mail

Below please tell us of any experience and/or training that might be useful in this position.
I often drive on roads, paved and unpaved, and this seems to be sufficient for my continued participation in this committee.

If you are currently employed, what is your position?

I'm currently employed to the surprise of my parents and "friends" at the Greater Augusta Utility District as the General Manager. See, now you're surprised too...

Below please tell us the reason you are interested in applying for this position.

I hate to see a grown man beg so I have agreed to Eric's repeated entreaties to continue on as a stalwart member of the Road Committee. Well, that and sometimes we have cookies. Now that I

think on it, I'm the one who brings cookies so I could just stay home and have more cookies for myself - but that flies in the face of the spirit of altruism that I was raised to aspire to.

Electronic Signature
Brian Tarbuck

Check one!

I ~~DO~~ DO NOT

I DO/DO NOT approve the use of my e-mail and phone number(s) on the Town's public sites and publications.

X

Source URL: <https://www.readfieldmaine.org/node/6133/submission/5831>

Links

[1] <https://www.readfieldmaine.org/volunteer/webforms/appointment-application-web-fillable-form>

CLERK'S USE BEFORE THE APPOINTMENT

Please check one:

1st time Appointment

Re-Appointment

Was this position advertised?

Yes

No

If no, please explain: _____

Confirmation from Applicant of attendance at Select Board Meeting if required.

N/A

SELECT BOARD APPROVAL

To Brian Tarbuck of Readfield, in the County of Kennebec and State of Maine: There being a position on the Road Committee we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

7-1-2021 thru 7-1-2024. Given under our hand this , day of , 20__.

Dennis Price

Ralph F. Eno, Jr.

Sean Keegan

Carol Doorenbos

Kathryn Mills Woodsum

CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment?

Yes

No

If yes, what date:

Is an Oath appropriate:

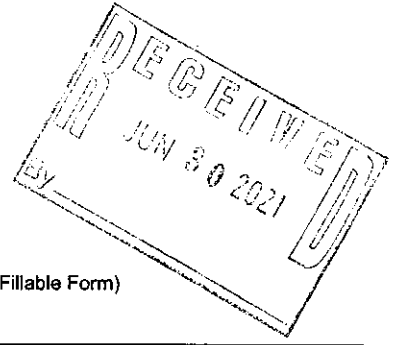
Yes

No

If yes, what date



Readfield MAINE



Published on *Readfield ME* (<https://www.readfieldmaine.org>)

[Home](#) > [Volunteer](#) > [Appointment Application \(Web Fillable Form\)](#) > [Webform results](#) > [Appointment Application \(Web Fillable Form\)](#)

Submission information

Form: [Appointment Application \(Web Fillable Form\)](#) (1)
 Submitted by Anonymous (not verified)
 June 30, 2021 - 4:18pm
 174.255.66.230

Date
June 30, 2021

Which Board, Committee or Commission are you applying for?

~~Trails~~

	Yes	No
Do you have previous experience on this board or committee?	X	

Name
Robert Peale

Street Address
42 Mooer Rd

Mailing Address
Same

Phone (Primary)
2074584259

Phone (Secondary)

E-Mail
rnpreadfieldgov@gmail.com

Below please tell us of any experience and/or training that might be useful in this position.
Vice chair recently elected chair of Trails Committee. Extensive experience helping maintain and sometimes design town trails.

If you are currently employed, what is your position?
Retired

Below please tell us the reason you are interested in applying for this position.
To help develop, maintain, and connect our town trails. Also to promote our town trails to our citizens and guests.

Electronic Signature
Robert Peale

Check one!

I DO NOT
DO X

I DO/DO NOT approve the use of my e-mail and phone number(s) on the Town's public sites and publications.

Source URL: <https://www.readfieldmaine.org/node/6133/submission/5841>

Links

[1] <https://www.readfieldmaine.org/volunteer/webforms/appointment-application-web-fillable-form>

CLERK'S USE BEFORE THE APPOINTMENT

Please check one:

1st time Appointment

Re-Appointment

Was this position advertised?

Yes

No

If no, please explain: _____

Confirmation from Applicant of attendance at Select Board Meeting if required. N/A

SELECT BOARD APPROVAL

To Robert Peale of Readfield, in the County of Kennebec and State of Maine: There being a position on the Trails Committee we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

7-1-2021

thru

6-30-2024

Given under our hand this

, day of

, 20__.

Dennis Price

Ralph F. Eno, Jr.

Sean Keegan

Carol Doorenbos

Kathryn Mills Woodsum

CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment?

Yes

No

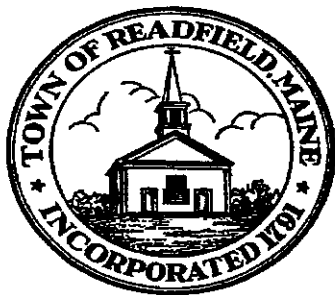
If yes, what date:

Is an Oath appropriate:

Yes

No

If yes, what date



TOWN OF READFIELD

8 OLD KENTS HILL RD. • READFIELD, MAINE 04355
TEL. (207) 685-4939 • FAX (207) 685-3420

**Office of Registrar
Certificate of Appointment**

(Municipal Officers are required to appoint a registrar by January 1st of each odd numbered year)

To: **Sherene Gilman**

Pursuant to 21-A M.R.S.A. ss101.2 I, the undersigned Board of Selectmen of the municipality of Readfield, do hereby appoint you as **Registrar**.

Your term of office is to expire on **January 1, 2023**.

Given under our hands on this ____/____, 2021

Dennis Price

Kathryn Mills Woodsum

Ralph Eno

Sean Keegan

Carol Doorenbos

Oath of Office
Municipality of Readfield, Maine

____/____, 2021

I, **Sherene Gilman**, do swear, that I will support the Constitution of the United States, and of this State, so long as I shall continue a citizen thereof. (Constitution of Maine, Art. IX, Sec.1.)

I, **Sherene Gilman**, do swear, that I will faithfully discharge, to the best of my abilities, the duties incumbent on me as **Registrar** of Readfield according to the Constitution and the law of the State.

Sherene Gilman

State of Maine
County of Kennebec, ss

_____, 2021

Personally appeared before me the above-named **Sherene Gilman**, who has been duly appointed as the Readfield **Registrar** in said municipality and took the oath necessary to qualify for office and perform the duties thereof.

Before me, _____
Deputy Clerk

RESERVED

OLD BUSINESS

RESERVED



TOWN OF READFIELD – Town Manager

8 OLD KENTS HILL ROAD, READFIELD, MAINE 04355
Office (207) 685-4939 • Cell (207) 242-5437
Email: manager@readfieldmaine.org

Date: July 15, 2021
To: Readfield Select Board
From: Eric Dyer, Town Manager
Subject: Electric Vehicle Lease

Background:

A Readfield resident and employee of the Greater Augusta Utility District suggested that the Town look into an Electric Vehicle because GAUD was able to secure a 3-year lease on a 2021 Hyundai Kona at no cost which was seen as a value to their organization. Research was initiated and preliminary information was presented to the Select Board on June 21. Further information was requested by the Board and so additional research was performed.

Current and Future Estimated Mileage and Cost:

The Town pays mileage to staff for use of their personal vehicles. In recent years this has primarily included Code Enforcement with weekly accruals and periodic payment to administrative and maintenance staff for special trips and trainings. COVID has affected travel patterns but we expect a near full return to normal for non-CEO travel and an increase for CEO travel given the addition of staff hours for this position in the current budget (as a result of increased need). Average mileage cost over the past four years (including 18 months of COVID) has averaged \$1,024 annually. A conservative estimate for the coming years would leave this value unchanged for approximately 1,765 miles of travel (about 34 miles per week). A conservative estimated three-year cost is \$3,072.

Estimated EV Operating Cost:

Following the issuance of a revised rebate from Efficiency Maine (\$12,000 instead of \$10,000) and further discussion with the dealership the Town is able to secure a 3-year vehicle lease at no cost up to a total of 10,000 miles. There may be a \$395 “disposition fee” if the Town opts to not purchase the vehicle at the end of the lease term. There may also be the possibility of end-of-term cost for any damages to the vehicle. Annual vehicle insurance costs are expected to be \$878 annually. Mileage costs are estimated to be \$.89 for every 25 miles traveled, or about \$63 annually. No maintenance costs are expected given the lease arrangement. The vehicle comes with a charging cable which can plug into any 110V outlet and a charging station is not required. The three-year estimated operating cost for the Town of Readfield considering these factors is \$3,218.

Recommendation:

There are a number of variables at play and this item is probably best described as “break-even” financially. If the Town of Wayne were invited to pay for their CEO mileage (we currently share a CEO and split costs) the net cost to Readfield would be reduced and lessen the possibility of the change costing the Town(s). The Wayne Town Manager is amenable and it fits within our current interlocal agreement format. There may be environmental and social benefits to Town use of an EV. These are important to consider. It is recommended that the Select Board consider approving the lease as presented with the Town of Wayne as a potential contributing entity.

Eric Dyer

From: Daniel Edwards <DEdwards@roweauburn.com>
Sent: Thursday, July 15, 2021 8:48 AM
To: manager@readfieldmaine.org
Subject: FW: [Scan] Town of Readfield Kona EV Lease
Attachments: Town of Readfield Kona EV Lease.pdf

Hi Eric

Attached are numbers for the Kona EV Lease. Essentially what all of these numbers come down to is the Town of Readfield would lease a 2021 Kona EV Limited for 36 months at 10,000 miles per year (30,000 cumulative) for a total out of pocket cost of \$0. There would normally be a \$12,000 out of pocket cost but in this case the Efficiency Maine Rebate will cover that cost.

If you would like to move forward please let me know as soon as possible as we only have three Kona's in stock that work with this program. The next step would be to have the Town of Readfield fill out a credit application. Even though there is no out of pocket cost we still have to submit credit to Hyundai.

Let me know if you have any questions.

Thank you
Dan

Dan Edwards
Commercial Account Manager
Rowe Auburn
207-784-2321 Ext 1304

From: Daniel Edwards <DEdwards@roweauburn.com>
Sent: Thursday, July 15, 2021 8:41 AM
To: Daniel Edwards <DEdwards@roweauburn.com>
Subject: [Scan] Town of Readfield Kona EV Lease

Sent with Genius Scan for Android
<https://dl.tglapp.com/genius-scan>

Sent from my Galaxy

Lease Disclosure

07-15-2021

Deal Number: 34519

Buyer: TOWN OF READFIELD

Control Number:

Stock Number: H21221

Vehicle: 2021 HYUNDAI KONA EV LIMITED

VIN: KM8K33AG5MU115636

Capitalized Cost	Residual Information	Amount Due at Inception
Sell Price: \$42,435.00	MSRP: \$43,580.00	First Payment: \$300.50
+ Additions: \$0.00	Residual %: 51.0	+ Security Deposit: \$0.00
+ Documentary Fee: \$0.00	Residual Value: \$22,225.80	+ Documentary Fee: \$499.00
+ Other Fees: \$0.00	Standard Miles: 10000	+ Other Fees: \$34.00
+ Acquisition Fee: \$0.00	Anticipated Miles: 10000	+ Acquisition Fee: \$650.00
+ Capitalized Sales Tax: \$0.00	Purch Mileage Adj: \$0.00 @ \$0.15 /Mi	+ Up Front Sales Tax: \$0.00
+ Negative Trade Equity: \$0.00	Other Depreciation: \$0.00	+ Additions: \$0.00
Total Gross Cap Cost: \$42,435.00	Total Residual: \$22,225.80	- Trade Applied: \$0.00
	Total Depreciation: \$9,459.20	- Rebate Applied: \$0.00
		+ Cash Down: \$0.00
		Drive Off Amount Due: \$1,483.50
		One Pay Amount: \$12,001.00
		Monthly Lease Payment: 36 months \$300.50
		<i>Efficiency Maine Rebate covers this cost</i>
Capitalized Cost Reduction	Monthly Charges	
- Cash: \$0.00	Depreciation: \$262.76	
- Trade: \$0.00	Service Charge: \$37.74	
- Rebate: \$10,750.00	Other: \$0.00	
Total Cap Reduction: \$10,750.00	Sales Tax: \$0.00	
Net Cap Cost: \$31,685.00	Total Sales Tax: \$0.00	

Eric Dyer

From: Amalia Siegel <Amalia.Siegel@efficiencymaine.com>
Sent: Thursday, July 1, 2021 3:10 PM
To: Eric Dyer
Subject: EV Rebate Pre-Approval Request
Attachments: Readfield EV Rebate Gov't Pre-Approval Ltr 7.1.21.pdf

Hi Eric,

As of today, July 1, Efficiency Maine has re-opened the EV rebate program for governmental entities. I have attached the pre-approval letter for Readfield. In an effort to distribute limited public funds throughout the state, we have launched a phased approach with higher limited-time incentives in certain areas of the state. Readfield will be eligible for an enhanced incentive of \$12,000 for a BEV or \$5,000 for a PHEV ***if purchased before August 31, 2021.***

Please let me know how many vehicles Readfield plans to purchase or lease. This will help us to plan for future expenditures. Thank you for your patience, and let me know if you have any questions.

-Molly

--

Amalia (Molly) Siegel
Program Manager, Electric Vehicle Initiatives
Efficiency Maine Trust
168 Capitol Street, Suite 1
Augusta, ME 04330-6856
Phone: (207) 553-3045
amalia.siegel@efficiencymaine.com
www.efficiencymaine.com





CERTIFICATION OF ELIGIBILITY – GOVERNMENTAL ENTITY

July 1, 2021
Town of Readfield
8 Old Kents Hill Road, Readfield, ME 04355
Eric Dyer

Dear Eric,

This letter is acknowledgement by Efficiency Maine that the Town of Readfield is an eligible Governmental Entity under Efficiency Maine's EV Accelerator Program and is eligible for an enhanced instant rebate when the named entity purchases or leases an eligible new electric vehicle (EV) at a Maine Participating Dealer.

Please bring this letter with you to any Maine Participating Dealer as evidence of your eligibility for the enhanced instant rebate. A list of Maine Participating Dealers is available on our website at: https://www.efficiencymaine.com/docs/EV_Accelerator_Participating_Dealers-3.pdf.

The list of **vehicles** that are eligible for a rebate can be found on our website at: www.efficiencymaine.com/docs/Eligible-Vehicle-Rebates.pdf.

For a limited time, and while funds last, eligible Governmental Entities will receive **EV rebate amounts**, enhanced beyond the standard rebate levels, in the amounts listed at: www.efficiencymaine.com/ev/electric-vehicle-rebates/ and **EV charger rebate amounts** as listed at the same link. The deadline for the limited-time promotion for governmental entities outside of Cumberland and York counties is **August 31, 2021**. Vehicles must be purchased on or before that date to receive the promotional amount. Please note that Governmental Entities are limited to a maximum of **5 EV rebates** per entity per 12-month period, of which not more than **2** may be for **leased EVs**.

Please note that receipt of an EV rebate is subject to satisfaction of all other eligibility requirements and the terms and conditions contained in the most recent version of the EV Accelerator Program Manual and EV Purchaser Agreement.

If you have any questions, please do not hesitate to call us at (866) 376-2463 or email ev@efficiencymaine.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Amalia M Siegel".

Amalia Siegel, Program Manager
EV Initiatives
Efficiency Maine

www.fueleconomy.gov

the official U.S. government source for fuel economy information

[Mobile](#) | [Expand](#) | [Info Map](#) | [Links](#) | [FAQ](#) | [Vehicle](#) | [Contacts](#)

[Find a Car](#) [Save Money & Fuel](#) [Benefits My MPG](#) [Advanced Vehicles & Fuels](#) [About EPA Ratings](#) [More...](#)

You are here: [Find a Car](#) Home > Compare Side-by-Side

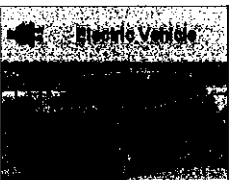
| [Share](#)

Compare Side-by-Side

- Fuel Economy
- Energy and Environment
- Safety
- Specs

Personalize

2020 Hyundai Kona Electric X



Automatic (A1)


MSRP: \$37,190 - \$45,400

Electricity

120 MPGe

combined city highway
city/highway

27 kWh/100 mi



258 miles
Total Range

Add a Vehicle

EPA Fuel Economy
1 gallon of gasoline=33.7 kWh

[Show electric charging stations near me](#)

Unofficial MPG Estimates from Vehicle Owners

[Learn more about "My MPG"](#)
[Disclaimer](#)

[About All-Electric Cars](#)

Average based on 1 vehicle

126.7 MPG

[View Individual Estimates](#)

You SAVE

\$6,000

in fuel costs over 5 years compared to the average new vehicle

You save or spend*

Note: The average 2021 vehicle gets 27 MPG

Annual Fuel Cost*	\$550
Cost to Drive 25 Miles	\$0.89
Cost to Fill the Tank	

Tank Size

*Based on 45% highway, 55% city driving, 15,000 annual miles and current fuel prices. [Personalize](#).

MSRP and tank size data provided by Edmunds.com, Inc.

Range on a tank and refueling costs assume 100% of fuel in tank will be used before refueling.

[Mobile](#) | [Download Data](#) | [USA.gov](#) | [Info for Auto Dealers](#) | [Privacy/Security](#) | [Feedback](#)

This website is administered by Oak Ridge National Laboratory for the U.S. Department of Energy and the U.S. Environmental Protection Agency.

Town of Readfield
Mileage Reimbursement Voucher

Name: Chip Stephens Vendor# CEO

Address: _____

Position or Board/Committee affiliation: _____

Wayne Mileage: 26 Round trip to: WAYNE MTGS/INSP Date: 6/15

Wayne Mileage: 23 Round trip to: WAYNE MTGS/INSP Date: 6/17

Mileage: 22 Round trip to: RFLD INSP Date: 6/18

Mileage: ~~30~~ Round trip to: Meadow View 1st pl
Rodriguez INSP Date: 6/21

Wayne Mileage: 12 Round trip to: WAYNE Date: 6/22

Mileage: 32 Round trip to: RFD Meadow View
N WAYNE Date: 6/23

Wayne Mileage: 21 Round trip to: WAYNE Date: 6/24

Mileage: 22 Round trip to: RFD North rd South rd
135 N WAYNE Date: 6/25

Mileage: 33 Round trip to: LANE RD
SOUTH RD WINTHROP Date: 6/28

Mileage: 27 Round trip to: RFD WINTHROP
LOVEJOY BLAISE DAM Date: 6/30

\$ _____ For _____ Date: _____ Acct# _____

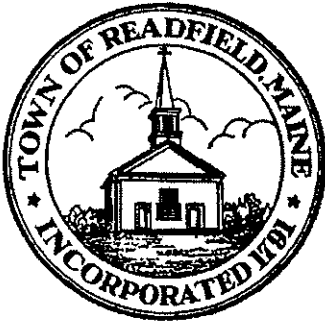
\$ _____ For _____ Date: _____ Acct# _____

\$ _____ For _____ Date: _____ Acct# _____

Signature of Supervisor: _____

Please List each item separately. Payments for reimbursements will not be made without receipts, please attach all receipts.

PUBLIC HEARING



TOWN OF READFIELD – Code Enforcement

8 OLD KENTS HILL ROAD, READFIELD, MAINE 04355

Office Phone: (207) 685-4939

Email: ceo@readfieldmaine.org

Marijuana Establishment License Application

- For Office Use Only -

Date Received

7/14/2021

Amount Received

1500⁰⁰

Clerk's Initials

KMP

The Town of Readfield permits some, but not all, types of Marijuana Establishments (activities). Permitted Marijuana Establishments are listed below in Section II. Use this application only for those activities listed in Section II below. If not listed in Section II, then the activity is not permitted in the Town of Readfield, unless the activity is cultivating marijuana for personal use or for medical use. A permit from the Planning Board for the Town of Readfield may be required for certain Marijuana Establishments. All cultivation activities must otherwise comply with the Town of Readfield, Land Use Ordinance, including Article 8, Section 26.

Step 1:

Before submitting this application, the Owner of the Marijuana Establishment must first obtain conditional approval for the proposed Marijuana Establishment from the appropriate State agency.

Step 2:

Once the Owner has received conditional approval from the state agency, the Owner must consult with the Town of Readfield Code Enforcement Officer (CEO) to determine if a Land Use Permit for the proposed Marijuana Establishment is required, if it can be granted by that office, or if a Town of Readfield Land Use Application needs to be completed and submitted for review and approval by the Planning Board. Permit fees and additional submittals may be required.

Step 3:

After obtaining approval from the CEO or a Land Use Permit from the Planning Board if necessary, the Owner must submit this application and required documents to the Town of Readfield Select Board for final review and approval. If approved, the CEO will complete the State of Maine Local Authorization Form and issue a Marijuana Establishment License valid for one-year. The Marijuana Establishment License shall take effect on the same date as final State of Maine License approval for the establishment.

SECTION I - ESTABLISHMENT INFORMATION

Name of Business: Moonglow Cannabis

Name of Corporation/LLC (if different): Readfield Apothecary LLC

Physical Address of Business (Must be in Readfield): 1146 Main Street Readfield, Me. 04355

Mailing Address of Business: 190 Thundercastle Road Readfield Me 04355

President or Individual Owner of Business (if a corporation, provide a completed Management Affidavit, attached):

Aaron Neily, President

Owner's Mailing Address (if different from above): 190 Thundercastle Road Readfield Me 04355

Owner's Contact Numbers: 503 200 0632

Owner's Email Address: Aaron.Neily@gmail.com

Emergency Contact Person (must be available 24/7): Ellen Bowman

Emergency Contact Telephone Numbers: 207 530 7727

Emergency Contact Email Address: ELBOW.ARTS@GMAIL.COM

If the owner has an agent providing representation on this matter, please provide the following:

Name of Agent: _____

Address of Agent: _____

Contact information for agent: _____

SECTION II - ESTABLISHMENT CLASSIFICATION AND APPLICATION FEE

Medical Marijuana Manufacturing Facility: (1) a registered tier 1 or tier 2 manufacturing facility, as designated by state law, or a person authorized to engage in marijuana extraction under 22 MRS §2423- F; or (2) a facility licensed under M.R.S. 28-B, Subchapter 2 to purchase marijuana from a cultivation facility or another products manufacturing facility; to manufacture, label and package marijuana and marijuana products for medical purposes; and to sell medical marijuana and medical marijuana products to medical marijuana stores and to other medical marijuana manufacturing facilities.

- Medical Marijuana Manufacturing/Extraction Facility: License Fee: \$1,500
- Medical Marijuana Manufacturing/Consumable Facility (manufacturing facility in a kitchen setting, producing only consumable goods): License Fee: \$100

Medical Marijuana Testing Facility: A public or private laboratory that is authorized and accredited in accordance with state law for the research and analysis of medical marijuana, medical marijuana products or other medical marijuana substances for contaminants, safety or potency.

Medical Marijuana Registered Caregiver: A person or an assistant of that person that provides care for a qualifying patient in accordance with state law and licensing and is registered with the state in accordance with state law.

Medical Marijuana Caregiver Retail Store: A store that has attributes generally associated with retail stores, including, but not limited to, a fixed location, a sign, regular business hours, accessibility to the public and sales of goods or services directly to a consumer, and that is used by a registered caregiver to offer marijuana plants or harvested marijuana for sale to qualifying patients.

Adult Use Marijuana Cultivation Facility: A facility used to purchase marijuana plants and seeds from other cultivation facilities; to cultivate, prepare and package adult use marijuana; to cultivate medical marijuana that exceeds 1,000 square feet floor area; to sell marijuana to products manufacturing facilities, stores and to other cultivation facilities; and to sell marijuana plants and seeds to other cultivation facilities and immature marijuana plants and seedlings to marijuana stores. Cultivation facilities may be of the following types:

- Tier 1: More than thirty (30) mature plants (and an unlimited number of immature plants and seedlings) or 251-500 SF of plant canopy: License Fee: \$1,500
- Tier 2: 501-2,000 SF of mature plant canopy: License Fee: \$2,500
- Tier 3: 2,001-7,000 SF of mature plant canopy: License Fee: \$3,500
- Tier 4: 7,001-20,000 SF of mature plant canopy: License Fee: \$4,500

Only Marijuana Establishments specifically authorized by an "opt-in" vote at a legally held Town Meeting shall be permitted. Identify which Marijuana Establishment you intend to license by entering the date of application and appropriate fee.

Establishment Classification	Opt-in Date	Date of Application	License Fee	Renewal Y/N?
Medical marijuana Manufacturing Facilities	July 14, 2020			
Medical Marijuana Testing Facilities	July 14, 2020	July 14, 2021	\$1,500	
Medical Marijuana Registered Caregiver Retail Stores	July 14, 2020	July 14, 2020	\$1,500	n
Adult Use Marijuana Cultivation Facilities*	July 14, 2020			

*All marijuana cultivation (including Adult Use Marijuana Cultivation Facilities, Medical Marijuana Cultivation, and cultivation for personal use) is addressed in the Land Use Ordinance of the Town of Readfield and additional requirements may apply.

SECTION III - APPLICATION CHECKLIST

- Complete Town of Readfield Marijuana Establishment License Application
- License Fee (refundable if license is not granted by the Select Board)
- Copy of all State Marijuana Establishment Licenses and License Applications (Active and Conditional) and Caregiver registrations (if applicable)
- Attested copies of any articles of incorporation, bylaws, operating agreement, partnership agreement, or articles of association that govern the entity that will own and/or operate the Marijuana Establishment (if not included in State application)
- Proof of Land Use Permit Approval from the Planning Board
- Copy of license(s) held for other Marijuana Establishments
- Ownership affidavit
- Detailed Floor Plan (if not included in State applications)
- Detailed Operations Plan (if not included in State applications)

SECTION IV - MARIJUANA ESTABLISHMENTS ORDINANCE REQUIREMENTS

The Owner must demonstrate that the requirements of both state law and regulations and the Town of Readfield Marijuana Establishments Ordinance are met. Here is a summary of the local requirements. Applicants are encouraged to review the state law and regulations, as well as the Town of Readfield Marijuana Establishments Ordinance, and, if applicable, the Town of Readfield Land Use Ordinance

Buffering:

- The distance from the property on which the proposed Marijuana Establishment is located to the property line of the nearest public or preexisting private school (K-12) per 28-A M.R.S. §402.2.A is at least 500 feet.
- The distance from the property on which the proposed Marijuana Establishment is located to the property line of the nearest property used primarily for religious worship and related religious activities; property used for pre-existing licensed daycare use under 10-148 CMR c. 32; recreational areas designated for use by children up to eighteen (18) years in age; or areas designated as municipal "safe zones" pursuant to 30-A M.R.S. §3253 is at least 500 feet.

Security:

Security measures at all Adult Use and Medical Marijuana Establishment premises shall include, at a minimum, the following:

- Security surveillance cameras installed and operating twenty-four (24) hours a day, seven (7) days a week, with ten (10) day video storage, to monitor all entrances, along with the interior and exterior of the premises, to discourage and facilitate the reporting of criminal acts and nuisance activities occurring at the premises.
- Door and window combination video and motion detector intrusion system with audible alarm, maintained in good working condition.
- A safe, case or room secured with a key code, deadbolt or padlock that is suitable for storage of all marijuana, marijuana products, and cash stored overnight on the licensed premises.
- Exterior lighting will that illuminates the exterior walls of the licensed premises during dusk to dawn, that is either constantly on or activated by motion detectors, and complies with applicable provisions of the lighting performance standards in the Town of Readfield Land Use Ordinance.
- Deadbolt locks on all exterior doors and any other exterior access points, excepting windows which shall have locks.
- For adult use facilities: methods to ensure that no person under the age of twenty-one (21) shall have access to marijuana and marijuana products.

Ventilation:

- The proposed Marijuana Establishments shall be in compliance with all odor and nuisance provisions of the Town of Readfield Land Use Ordinance.
- No detectable odor of marijuana or of chemicals used in the manufacturing process shall emit beyond the property line of the parcel containing the proposed Marijuana Establishment.

Notices and Signage:

- There shall be posted in a conspicuous location inside the proposed Marijuana Establishment, at least one legible sign containing the information required by the Marijuana Establishments Ordinance.
- All signs used by and all marketing and advertising conducted by or on behalf of the Marijuana Establishment may not involve advertising or marketing that has a high likelihood of reaching persons under 21 years of age or that is specifically designed to appeal particularly to persons under 21 years of age. The signs, marketing, or advertising is prohibited from making any health or physical benefit claims.
- All signage shall meet the requirements for signs, including provisions for signage, under the Town's Land Use Ordinance.

***** END OF SECTION *****

TOWN OF READFIELD
OWNERSHIP AFFIDAVIT FOR MARIJUANA ESTABLISHMENT LICENSE

I, Aaron Neily, hereby state and affirm that the following individuals represent all Owners, officers, members, managers or partners of the Owner, AARON NEILY:

1. Name: Aaron Neily
Position: owner
Current residence address: 190 Thundercastle Road Readfield Me. 04355
Other residence addresses held in last three years (list address and dates of residency):

_____ This person is over age 21.

2. Name: _____
Position: _____
Current residence address: _____
Other residence addresses held in last three years (list address and dates of residency):

_____ This person is over age 21.

3. Name: _____
Position: _____
Current residence address: _____
Other residence addresses held in last three years (list address and dates of residency):

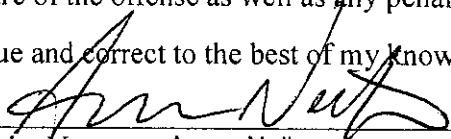
_____ This person is over age 21.

4. Name: _____
Position: _____
Current residence address: _____
Other residence addresses held in last three years (list address and dates of residency):

_____ This person is over age 21.


If any of the individuals named in this Affidavit have been (1) convicted of a crime arising from the operation of a Marijuana Business; or (2) convicted of selling marijuana, alcohol or any scheduled drug to a minor, please attach a document describing the date and nature of the offense as well as any penalties adjudged.

I hereby swear that the above information is true and correct to the best of my knowledge.



Print Name: Aaron Neily
Date: 7/14/21

Personally appeared the above-named Aaron Neily and made oath that the foregoing statements are true.



Notary Public
My commission expires: _____
Kristin Parks
Notary Public, Maine
PO Box 335, Readfield, ME 04355
Expires: 10/28/2022

STATE OF MAINE
Department of the Secretary of State
Bureau of Corporations, Elections and Commissions
101 State House Station
Augusta, Maine 04333-0101

October 8, 2020

AARON NEILY
190 THUNDERCASTLE ROAD
READFIELD ME 04355

ATTESTED COPIES
WR DCN: 2202813610049

Enclosed please find copies of documents recently placed on file with our office. Each copy has been attested as a true copy of the original and serves as your evidence of filing. We recommend that you retain these permanently with your records.

Charter#: 20212753DC Legal Name: READFIELD APOTHECARY LLC

CERTIFICATE OF FORMATION

DCN: 2202813610050 Page(s) 2

Total Pages 2

MAINE
LIMITED LIABILITY COMPANY

STATE OF MAINE

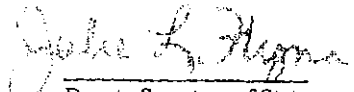
CERTIFICATE OF FORMATION

Filing Fee \$175.00

File No. 20212753DC Pages 2
Fee Paid \$ 175
DCN 2202813610050 DLLC
—FILED—
10/05/2020


Deputy Secretary of State

A True Copy When Attested By Signature


Deputy Secretary of State

Pursuant to 31 MRSA §1531, the undersigned executes and delivers the following Certificate of Formation:

FIRST: The name of the limited liability company is:

Readfield Apothecary LLC

(A limited liability company name must contain the words "limited liability company" or "limited company" or the abbreviation "L.L.C.," "LLC," "L.C." or "LC" or, in the case of a low-profit limited liability company, "L3C" or "l3c" – see 31 MRSA 1508.)

SECOND: Filing Date: (select one)

- Date of this filing; or
 Later effective date (specified here): _____

THIRD: Designation as a low profit LLC (Check only if applicable):

- This is a low-profit limited liability company pursuant to 31 MRSA §1611 meeting all qualifications set forth here:
- A. The company intends to qualify as a low-profit limited liability company;
 - B. The company must at all times significantly further the accomplishment of one or more of the charitable or educational purposes within the meaning of Section 170(c)(2)(B) of the Internal Revenue Code of 1986, as it may be amended, revised or succeeded, and must list the specific charitable or educational purposes the company will further;
 - C. No significant purpose of the company is the production of income or the appreciation of property. The fact that a person produces significant income or capital appreciation is not, in the absence of other factors, conclusive evidence of a significant purpose involving the production of income or the appreciation of property; and
 - D. No purpose of the company is to accomplish one or more political or legislative purpose within the meaning of Section 170(c)(2)(D) of the Internal Revenue Code of 1986, or its successor.

FOURTH: Designation as a professional LLC (Check only if applicable):

- This is a professional limited liability company* formed pursuant to 13 MRSA Chapter 22-A to provide the following professional services:

(Type of professional services)

FIFTH: The Registered Agent is a: (select **either** a Commercial or Noncommercial Registered Agent)

Commercial Registered Agent CRA Public Number: _____

(Name of commercial registered agent)

Noncommercial Registered Agent

Aaron Neily

(Name of noncommercial registered agent)

190 Thundercastle Road, Readfield, Me. 04355

(physical location, not P.O. Box -- street, city, state and zip code)

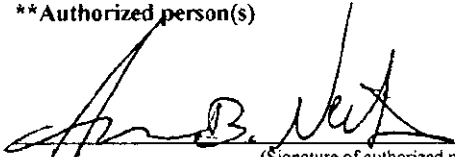
(mailing address if different from above)

SIXTH: Pursuant to 5 MRSA §105.2, the registered agent listed above has consented to serve as the registered agent for this limited liability company.

SEVENTH: Other matters the members determine to include are set forth in the attached Exhibit _____, and made a part hereof.

****Authorized person(s)**

Dated 9/30/20



(Signature of authorized person)

Aaron Neily

(Type or print name of authorized person)

(Signature of authorized person)

(Type or print name of authorized person)

***Examples** of professional service limited liability companies are accountants, attorneys, chiropractors, dentists, registered nurses and veterinarians. (This is not an inclusive list – see 13 MRSA §723.7)

****Pursuant to 31 MRSA §1676.1.A, Certificate of Formation MUST be signed by at least one authorized person.**

The execution of this certificate constitutes an oath or affirmation under the penalties of false swearing under 17-A MRSA §453.

Please remit your payment made payable to the Maine Secretary of State.

Submit completed form to:

**Secretary of State
Division of Corporations, UCC and Commissions
101 State House Station
Augusta, ME 04333-0101
Telephone Inquiries: (207) 624-7752**

Email Inquiries: CEC.Corporations@Maine.gov

Operations Plan

Anticipated hours of operation: 11am to 8pm

Security measures:

As stipulated in the town ordinance, there will be exterior lighting, locks on all windows, deadbolts on all doors, cameras recording all entrances, 10-day video storage, and audible window-door intrusion alarm.

Per the ordinance, valuables will be either in a safe or in a room protected by deadbolt lock or padlock.

Ventilation:

As per the ordinance, Medical marijuana establishments are required to be in compliance with any odor or nuisance provisions of the Readfield LUO. No detectable odor of marijuana will emit beyond the property line.

Seasonal Use or Winter availability:

The lease indicates that the building will be available for use during the year.

Retail products:

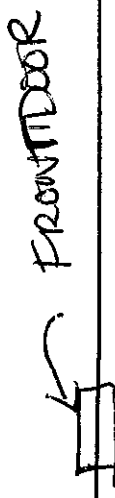
Cannabis products from flower to concentrates to edible items- most containing THC, but some with CBD only- will be retailed at this location. They will be sourced from licensed caregivers in the state. People who have medical cards from the state will be able to purchase these items. Certain out-of-state individuals from other states that Maine has a reciprocity agreement with will also be able to purchase items after presenting their documentation. All customers buying THC products will be asked to present their medical license from the state and state-issued ID before being allowed to purchase.

Employees/staff:

At this time there are no employees. If circumstances change that could become necessary.

FLOOR 1146 MAIN ST.
PLAN: BRICK-FACADE ROOM

ROUTE 17



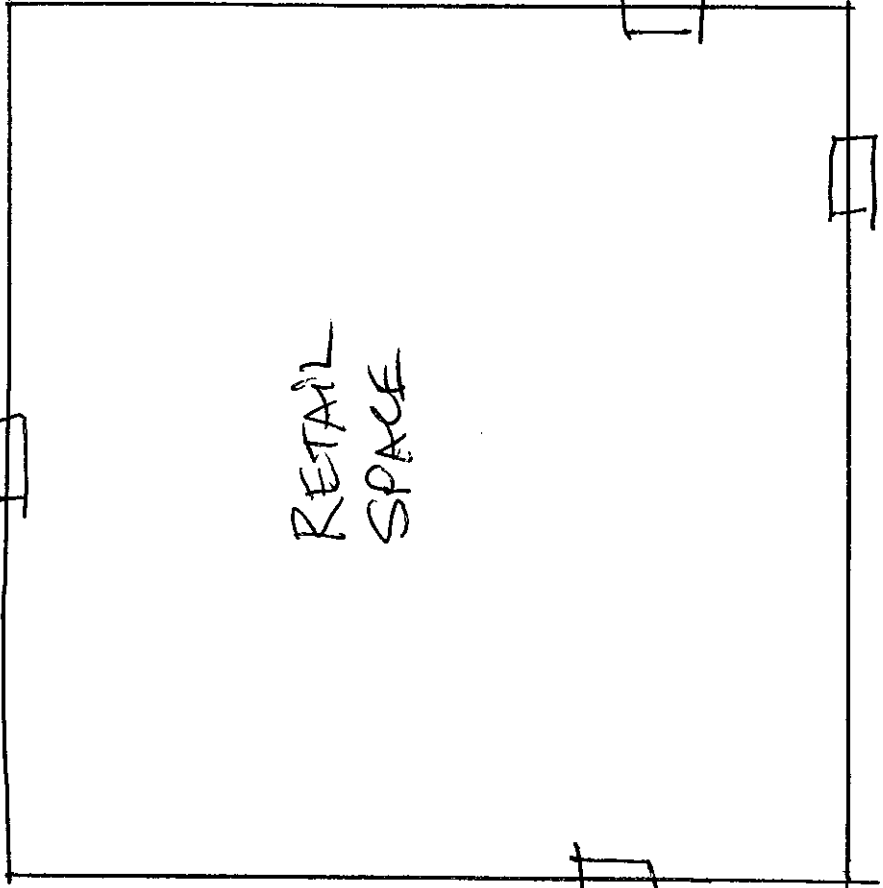
RETAIL SPACE

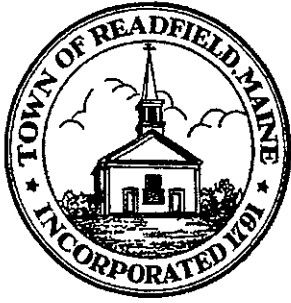
DEADBOLT
LOCKER
ACCESS

DEADBOLT
LOCKED
ACCESS

TO
REST OF
BUILDING
AT
1146 MAIN

DEADBOLT
LOCKED
ACCESS





TOWN OF READFIELD

8 OLD KENTS HILL RD. • READFIELD, MAINE 04355
TEL. (207) 685-4939 • FAX (207) 685-3420

Planning Board Decision

TO: Aaron Neily
190 Thundercastle Road
Readfield, ME 04355

Location of Property:

Assessor's Map 120, Lot 086
E-911 Address: 1146 Main St
Readfield, ME 04355

Decision:

This is to inform you that on May 25, 2021 the Readfield Planning Board approved your application to operate a medical cannabis caregiver retail store for the sale of medical cannabis products at 1146 Main Street.

Findings/Reasons for the Decision:

Based upon the application, submittals and information obtained through the public hearing process, and subject to the conditions, below, the Planning Board has determined that the application meets the requirements of the Land Use Ordinance.

Conditions Imposed:

For any application that is granted, the approval is conditioned upon the following:

The approval was granted with the following conditions:

1. The applicant must comply with the Town of Readfield Standard Conditions of Approval. See Appendix D of the Land Use Ordinance for the Town of Readfield. (A copy of the Standard Conditions of Approval is attached hereto.)

2. The applicant will update the lease for the building to reflect the current property owner(s) as Landlord(s);
3. The applicant will install in the store premises prior to opening for business all security system measures required by Town ordinance and State Law;
4. The applicant shall install any and all odor control measures as may be necessary to ensure product odor does not travel beyond the premises; and,
5. There shall be no cannabis cultivation associated with the business including the sale of seedlings, without additional review and permitting from the Town.
6. Prior to the occupancy or use of the permitted activities, a Certificate of Occupancy or Use shall be obtained from the Code Enforcement Officer upon completion of all activities requiring a permit.

Expiration of Permit:

If no substantial construction start is made, or use of the property initiated, within one year of the date of the permit, the permit lapses and becomes void. A permit may be timely renewed.

Appeal Rights:

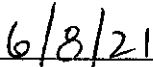
Note: Until the expiration of the appeal period, and a final decision from any appeal, if any, the applicant proceeds at his/her own risk.

Any person aggrieved by this decision may appeal to the Readfield Board of Appeals within forty-five (45) days of the date of the Decision. **The date of the Decision in this matter is:**

May 26, 2021.



Chairperson, Planning Board



Date



STATE OF MAINE
Office of Marijuana Policy
Medical Use of Marijuana Program
Caregiver Application

(FROM
11/9/20)

SECTION 1: Caregiver Information.			
<input checked="" type="checkbox"/> New <input type="checkbox"/> Renewal <input type="checkbox"/> Modification to plant count <input type="checkbox"/> Change to canopy-based cultivation			
Legal Name: AARON NEILY			
Date of Birth: 6/1/79		Telephone Number: (503) 200-0632	
Home Address: 190 THUNDERCASTLE RD			
City: READFIELD	State: ME	Zip: 04355	
Mailing Address: 190 THUNDERCASTLE RD			
City: READFIELD	State: ME	Zip: 04355	
Email Address (required): AARON.NEILY@GMAIL.COM		SSN or Federal EIN: 004-76-5412	Sales Tax Registration Number: 1210908
SECTION 2A: Cultivation Location.			
Street Address: 1146 MAIN ST			
City: READFIELD	State: ME	Zip: 04355	
<input checked="" type="checkbox"/> Indoor OR <input type="checkbox"/> Outdoor. Please describe:			
SECTION 2B: Property Owner.			
Legal Name of Property Owner: XXXXXXXXXXXX ROBERT BITTAR			
Street Address: 1146 MAIN ST			
City: READFIELD	State: ME	Zip: 04355	
SECTION 3: Caregiver Retail Store.			
Legal Business Name: READFIELD APOTHECARY		Doing Business as Name, if applicable:	
Street Address: 1146 MAIN ST			
City: READFIELD	State: ME	Zip: 04355	

SECTION 4: Registered Caregiver Authorized Activities. Please check all that apply.

- Standard caregiver cultivation activities
- Standard caregiver processing and manufacturing activities (not inherently hazardous substance extraction)
- Processing or manufacturing of marijuana from a patient, caregiver, or dispensary
- Processing or manufacturing marijuana using inherently hazardous substances
- Manufacturing edible marijuana products
- Standard caregiver transfer, donation and/or sale of medical marijuana, concentrate and products to patients
- Operation of one caregiver retail store
- Purchase or other receipt of wholesale marijuana from other caregivers or dispensaries
- Sale or other transfer of wholesale marijuana to other caregivers or dispensaries

SECTION 5: Fees. The fee is \$240 for each group of up to six (6) mature marijuana plants cultivated by a caregiver.

Caregiver cultivating/servicing patients

(Elect either plant count or canopy.)

Plants

	Fee
<input type="checkbox"/> 6 mature/12 immature plants	\$240
<input type="checkbox"/> 12 mature/24 immature plants	\$480
<input type="checkbox"/> 18 mature/36 immature plants	\$720
<input type="checkbox"/> 24 mature/48 immature plants	\$960
<input type="checkbox"/> 30 mature/60 immature plants	\$1200

Canopy

500 Sq. Ft. Canopy

Number of mature plants to be cultivated within canopy: 36

\$ 1440

Example plant canopy fees:

- 31-36 mature marijuana plants, \$1440
- 37-42 mature marijuana plants, \$1680
- 43-48 mature marijuana plants, \$1920
- 49-54 mature marijuana plants, \$2160
- 55-60 mature marijuana plants, \$2400

Application Fee: \$ 1440

Background Check Fee: \$31.00

Total Enclosed: \$ 1471.00

Caregiver non-cultivating/servicing patients

(Purchasing from a registered caregiver or dispensary)

Harvested marijuana from:

	Fee
<input type="checkbox"/> 6 mature/12 immature plants	\$240
<input type="checkbox"/> 12 mature/24 immature plants	\$480
<input type="checkbox"/> 18 mature/36 immature plants	\$720
<input type="checkbox"/> 24 mature/48 immature plants	\$960
<input type="checkbox"/> 30 mature/60 immature plants	\$1200

Application Fee: _____

Background Check Fee: \$31.00

Total Enclosed: _____

SECTION 6: Local Authorization.

Upon receipt of the completed application, the Office of Marijuana Policy will send a Local Authorization form to the applicant. It will be the applicant's responsibility to obtain Local Authorization pursuant to Title 22, Section 2429-D.

SECTION 7: Required Submissions.

- A cashier's check or money order made payable to "Treasurer, State of Maine." **All fees are non-refundable.**
- Copy of State of Maine-issued photographic identification.
- Copy of food establishment/processing license, if applicable.

008 - Whitten Road
Augusta, Maine

OFFICIAL CHECK

Customer Copy

029780704

Date 11/09/2020

Remitter: AARON B NEILY

Pay To The
Order Of

TREASURER, STATE OF MAINE

\$ 1,471.00 ***

Drawer: KeyBank

TERMS

KEEP THIS COPY FOR YOUR RECORD OF THE TRANSACTION. TO REPORT A LOSS OR FOR ANY OTHER INFORMATION ABOUT THE INSTRUMENT, CONTACT THE INSTITUTION FROM WHICH YOU RECEIVED THE INSTRUMENT.

Copy of
STATE LICENSE



Maine Medical Use State Issued: 11/16/2020
Of Marijuana Expires: 10/10/2021

Individual Reg. giver
AARC FAMILY

Retail Location ME 04355

Registration #: CGR28185

Control #: 915708

Authorized for: Plant Canopy-500 square feet

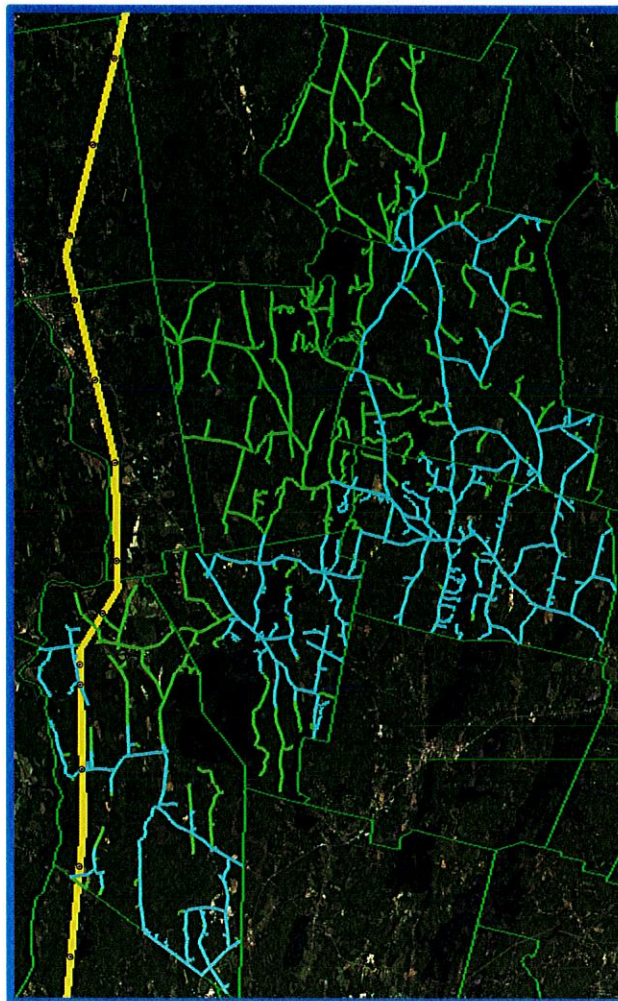
NEW BUSINESS

RESERVED



West Kennebec Lakes Community Broadband Association

Engineering & Construction CAPEX Estimate
5-Year Financial Operating Pro Forma
Bond Financing & Annual Tax Impact
Potential Grant Funding
Schedule



 presented by

Casco Bay Advisors, LLC
June 10, 2021

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1 Executive Summary

Casco Bay Advisors, LLC (Casco Bay) is pleased to present this Engineering & Construction Capital Budget Estimate, 5-Year Financial Operating Pro Forma, Bond Financing & Annual Tax Impact, Potential Grant Funding and estimated Schedule for consideration and use by WKLCBA and its member Towns.

As this Report contains proprietary information and modeling based on industry experience gained by the principal of Casco Bay Advisors, through its relationships with Internet Service Providers and hundreds of client experiences over the last 35 years; we respectfully request this information be kept as confidential as is reasonable, not be posted to the Internet and no attempts made to reverse engineer the modeling results provided.

The information contained in this report is specific to the six (6) member Towns of WKLCBA. Should one or more Towns opt-out of this regional approach, the model can be easily run without one or more specific Towns. While the Towns of Readfield, Fayette, Vienna and Wayne engaged Casco Bay to develop an individual Town pro forma, this model can now be run with a single Town and the results will vary slightly from the individual Town pro forma results previously provided. Casco Bay will be happy to run individual pro forma's for each of these four (4) Towns using this model to update previous efforts at no cost.

The model can also be easily adjusted to alter the amount of construction and subscriber locations to be served by a particular community, should that community decide to exclude certain areas.

We also took this opportunity to further refine the Engineering & Construction Capital Budget Estimate and the Bond Financing & Annual Tax Impact previously provided, incorporated a summary of current grant opportunities and factored likely grant subsidies in the modeling, and included the project schedule previously provided into a consolidated and updated Report.

While there are clear benefits of scale to be realized by this regional approach, in terms of dollars, the impact to individual Towns will likely not exceed 5% - 10% of the Total Estimated Project Cost. The benefits include the following areas:

- RFP development and process management
- Contract negotiations
- PUC certification and pole attachment agreement negotiations
- Sharing of central offices
- Attract more bidders for construction and possibly lower construction pricing
- Owners project management

For ongoing operation of the network, benefits of scale include:

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- Attract more bidders for operation of the network and possibly lower rates
- Lower per unit cost for backhaul to the Internet

Finally, the benefits of scale may mean more for one particular community than another. The combination of potential subscriber location density per mile and the percentage of potential subscriber locations with a competitive alternative are major factors.

As we have shared previously, the projections and estimates in this Report are our best estimates based upon our past experience. We have attempted to incorporate recent experiences and the changing market dynamics, such as available grant funding. In order to further refine these results and reduce or eliminate contingency funds, the Field Data Engineering / RFP Process and Make-ready Project Management process will need to be completed before we have firm cost quotes from the pole owners and construction and network operation bids. Only then will you have reliable and credible cost estimates to bring to voters and financing institutions.

Overall, we believe these projections, estimates and assumptions are conservative and the results illustrate a viable and sustainable operation with a reasonable and competitive monthly service price.

2 Engineering & Construction CAPEX Estimate

WKLCBA - Municipal-owned Fiber-to-the-Home Network Project - CAPEX Budget							
Task	Fayette	Leeds	Mt Vernon	Readfield	Vienna	Wayne	Total
OSP Mileage	54.4	61.4	78.5	66.8	31.5	49.4	342.0
Cabled Locations	77	793	731	1,248	0	665	3,514
Uncabled Locations	748	328	410	83	428	216	2,213
Total Potential Subscriber Locations	825	1,121	1,141	1,331	428	881	5,727
Potential Subscriber Locations per mile	15	18	15	20	14	18	17
Field Data Engineering / RFP Process							
Pole/Strand/Drop/Structure Mapping - (Fixed Price)	\$32,685	\$35,716	\$40,800	\$37,994	\$24,656	\$31,403	\$203,254
Develop RFP's - (Fixed Price)	\$833	\$833	\$833	\$833	\$833	\$833	\$5,000
Manage RFP Process (estimated hourly & expense)	\$417	\$417	\$417	\$417	\$417	\$417	\$2,500
Contract Negotiations (estimated hourly & expense)	\$417	\$417	\$417	\$417	\$417	\$417	\$2,500
Subtotal Estimated Engineering / RFP costs	\$34,352	\$37,383	\$42,467	\$39,660	\$26,322	\$33,070	\$213,254
Make-Ready Project Management							
PUC Certification (estimated hourly & expense)	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$9,000
Pole Attachment Agreement Negotiation (estimated hourly & expense)	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$9,000
Pole Attachment Applications (estimated hourly & expense)	\$4,488	\$5,066	\$6,476	\$5,511	\$2,599	\$4,076	\$28,215
Pole Owner Joint Ride-out (estimated hourly & expense)	\$68,218	\$76,996	\$98,439	\$83,767	\$39,501	\$61,948	\$428,868
Subtotal Estimated Cost to determine Make-ready costs	\$75,706	\$85,061	\$107,915	\$92,278	\$45,100	\$69,023	\$475,083
Construction							
Utility Pole Make-ready process (estimate pending pole owner quotes)	\$646,272	\$729,432	\$932,580	\$793,584	\$374,220	\$586,872	\$4,062,960
Central Office Construction (estimate pending RFP bids)	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$750,000
Construction (estimate pending RFP bids)	\$1,360,000	\$1,535,000	\$1,962,500	\$1,670,000	\$787,500	\$1,235,000	\$8,550,000
Cabled Take-rate	40%	40%	40%	40%	40%	40%	40%
Uncabled Take-rate	80%	80%	80%	80%	80%	80%	80%
Subscriber Turn-up (estimate pending RFP bids)	\$755,040	\$695,520	\$744,480	\$678,720	\$410,880	\$526,560	\$3,811,200
Owners Project Manager (OPM) (5%) (estimated hourly & expense)	\$72,158	\$77,124	\$94,114	\$81,683	\$42,440	\$61,836	\$429,354
Subtotal Estimated Construction Cost	\$2,958,471	\$3,162,077	\$3,858,675	\$3,348,988	\$1,740,041	\$2,535,269	\$17,603,521
Builders Risk Insurance	\$7,988	\$8,538	\$10,418	\$9,042	\$4,698	\$6,845	\$47,530
Construction Contingency 10%	\$295,847	\$316,208	\$385,868	\$334,899	\$174,004	\$253,527	\$1,760,352
Total Estimated Construction Cost	\$3,262,306	\$3,486,822	\$4,254,961	\$3,692,929	\$1,918,743	\$2,795,641	\$19,411,403
Total Project Cost Estimate							
Total Estimated Project Cost	\$3,372,364	\$3,609,266	\$4,405,343	\$3,824,868	\$1,990,166	\$2,897,734	\$20,099,740

2.1 Field Data Engineering / RFP Process

2.1.1 Pole/Strand/Drop/Structure Mapping

This represents an estimate of the fixed cost for this work. Once it has been determined which Towns are opt-in the project, we will secure a revised price estimate from the subcontractors.

2.1.2 RFP Development

Fixed cost of \$5,000 regardless of how many Towns opt-in.

2.1.3 RFP Process

Hourly rate regardless of how many Towns opt-in.

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2.1.4 Contract Negotiations

Hourly rate regardless of how many Towns opt-in.

2.2 Utility Pole Make-Ready Project Management

2.2.1 PUC Certification

This is required before the pole owners will negotiate a pole attachment agreement. This is a fairly simple filing. There is a public notice period where entities can intervene in the process, but at this point, it is rare for that to happen. In total, the process will take 30-45 days.

2.2.2 Pole Attachment Agreement Negotiation

Once PUC Certification has been acquired, the pole owners will provide their pole agreement template for review. There will be a separate agreement required from CCI and from CMP.

2.2.3 Pole Attachment Applications

Cost to create applications (*200 poles per application per town*).

2.2.4 Pole Owner Joint Ride-out

Cost for pole owners and Town representative to visit each pole to determine tasks and costs necessarily to make the pole ready for a new attachment.

2.3 Construction

2.3.1 Utility Pole Make-ready Process

Estimated cost charged by pole owners to make the pole ready for a new attachment.

2.3.2 Central Office Construction

Estimated cost for central office space, power and environmental. Locations and quantity to be determined by how many Towns opt-in.



2.3.3 Outside Plant Construction

Estimated costs to construct backbone fiber network in each Town.

2.3.4 Take-rates

Assumed maximum market share in each Town separated by quantity of locations that already have cable TV infrastructure and those that do not. This percentage drives the cost calculation and equipment required for the subscriber turn-up estimate below.

2.3.5 Subscriber Turn-up

Estimated labor and equipment cost for fiber optic drop cable from backbone to subscriber and optical-electronics required to serve subscriber.

2.3.6 Owners Project Manager (OPM)

Cost for project manager to represent the Towns and oversee construction and other activities during the construction and subscriber turn-up phase. If only one Town opts-in, estimated cost is 5% of overall construction costs. Cost per town increases for every Town that opts-out.

2.3.7 Builders Risk Insurance

Estimated at 0.27% of the overall estimated construction cost.

2.3.8 Construction Contingency

Estimated at 10% of the overall estimated construction cost. Can be reduced significantly once make-ready costs are known and RFP process has been completed.



3 5-Year Financial Operating Pro Forma

WKLBA Fiber-to-the-Home Financial Proforma							
			Year 1 Total	Year 2 Total	Year 3 Total	Year 4 Total	Year 5 Total
Revenue	Cabled	Uncabled					
Potential subscribers	3,514	2,213					
Market share end of 1st year	20%	60%					
Market share end of 2nd year	25%	65%					
Market share end of 3rd year	30%	70%					
Market share end of 4th year	35%	75%					
Market share end of 5th year	40%	80%					
Subscribers added by month			2,031	286	286	286	286
Subscribers disconnected by month	0%		0	0	0	0	0
Subscribers in service, net of disconnects			2,031	2,317	2,603	2,890	3,176
Monthly Service Pricing	\$62		\$ 818,332	\$ 1,626,165	\$ 1,839,210	\$ 2,052,254	\$ 2,265,299
Non-Recurring Installation Charge per subscriber	\$500		\$ -	\$ 143,175	\$ 143,175	\$ 143,175	\$ 143,175
Total Revenue			\$ 818,332	\$ 1,769,340	\$ 1,982,385	\$ 2,195,429	\$ 2,408,474
Cumulative Revenue since Inception			\$ 818,332	\$ 2,587,672	\$ 4,570,057	\$ 6,765,486	\$ 9,173,960
Operating Expense							
Expense Inflation per year	3%						
<i>Cost of Goods Sold</i>							
IP Transit (Internet Capacity) - minimum amt	\$2,044		\$ 36,713	\$ 65,047	\$ 73,568	\$ 82,090	\$ 90,612
IP Transit (Internet Capacity) - % of MRC	4%						
Pole quantity	11,286						
Annual Pole & conduit license	\$20		\$ 225,720	\$ 232,492	\$ 239,466	\$ 246,650	\$ 254,050
Utilities / Fuel	\$1,500		\$ 18,000	\$ 18,540	\$ 19,096	\$ 19,669	\$ 20,259
Outside Plant Backbone Mileage	342						
Outside Plant Maintenance per mile per month	\$50		\$ 205,200	\$ 211,356	\$ 217,697	\$ 224,228	\$ 230,954
Liability Insurance (year 1)	0.550%		\$ 110,549	\$ 113,865	\$ 117,281	\$ 120,799	\$ 124,423
Liability Insurance (subsequent years)	0.110%		\$ 22,110	\$ 22,773	\$ 23,456	\$ 24,160	\$ 24,885
Property Insurance	1.250%		\$ 251,247	\$ 258,784	\$ 266,548	\$ 274,544	\$ 282,780
<i>Sales / General / Administrative</i>							
Network Operator - Base Management Fee	\$12,000		\$ 12,000	\$ 12,360	\$ 12,731	\$ 13,113	\$ 13,506
Network Operator - Fee per subscriber	\$25		\$ 329,973	\$ 655,712	\$ 741,617	\$ 827,522	\$ 913,427
Admin	\$30,000		\$ 30,000	\$ 30,900	\$ 31,827	\$ 32,782	\$ 33,765
Postage	\$5,727		\$ 5,727	\$ 5,899	\$ 6,076	\$ 6,258	\$ 6,446
Equipment Upgrade Fund	\$63,429		\$ 63,429	\$ 65,332	\$ 67,292	\$ 69,311	\$ 71,390
Contingency	\$60,000		\$ 60,000	\$ 61,800	\$ 63,654	\$ 65,564	\$ 67,531
Annual Accounting / Legal	\$30,000		\$ 30,000	\$ 30,900	\$ 31,827	\$ 32,782	\$ 33,765
Bad debt (per month)	2%		(\$16,367)	(\$35,387)	(\$39,648)	(\$43,909)	(\$48,169)
Total Operating Expense			\$ 1,384,300	\$ 1,750,373	\$ 1,872,488	\$ 1,995,563	\$ 2,119,625
Cash Flow Before Interest, Taxes, Depreciation and Ammortization			(565,968)	18,968	109,896	199,866	288,849
			-69%	1%	6%	9%	12%
Cumulative Cash Flow			(\$565,968)	(\$547,000)	(\$437,104)	(\$237,237)	\$51,612

***** CONFIDENTIAL & PROPRIETARY *****



3.1 Revenue

3.1.1 Potential Subscribers / Market share

Potential subscriber locations are divided between those currently served by a cable TV system and those that are not. Market share assumptions are different for each, with cabled locations significantly less than uncabled. The monthly service price is set to insure positive cash flow after the 1st year and rising evenly until the 5th year, which we believe to be very conservative.

3.1.2 Subscribers added by month

We assume subscribers will be added by the same amount month over month.

3.1.3 Subscribers in service, net of disconnects

We have not factored in subscriber disconnects, which will occur, rather we are assuming any disconnects will be replaced the same month by a new subscriber.

3.1.4 Monthly Service Pricing

The monthly service price is set at an amount to generate a positive cumulative cash flow in year five, by an amount equal to pay back the principal and interest on a short-term (5 year) loan to cover the negative cash flow in the 1st year of operation. The intent with this arrangement is to illustrate that no tax dollars will be required to subsidize the operation of the network if the market share by the end of year two is achieved. If the negative cash flow in year one is covered by taxes, the monthly service price could then be reduced in year 3 and onward.

3.1.5 Installation Charger per Subscriber

As an incentive for subscribers to “presubscribe” for service during the construction phase, we recommend no installation charge be assessed for those who presubscribe. As such, we reflect zero installation charge revenue in year one. A \$500 installation charge is then assessed for any subscribers who sign up for service in subsequent years. The \$500 is intended to cover the cost of labor for the new installations. The cost for the fiber drop cable and optical-electronics is covered in the initial construction budget.



3.2 Operating Expenses

3.2.1 Expense Inflation Factor

We assume that all expenses contracted for a year or less (*plus the Network Operator base management fee*) will increase by 3% per year. Those expenses subject to the inflation factor include: annual pole license fees, utilities, fuel, outside plant maintenance, insurance, admin, postage, equipment upgrade fund, contingency, accounting and legal.

3.2.2 IP Transit

IP Transit is the cost of the backhaul capacity to the Internet.

3.2.3 Annual Pole & Conduit License

Annual license fee charged by the pole owners.

3.2.4 Utilities / Fuel

Utilities for the central office and fuel for generators.

3.2.5 Outside Plant Backbone Mileage

Estimated mileage of backbone network that drives the quantity of poles.

3.2.6 Outside Plant Maintenance

Cost to maintain the fiber optic cabling due to damage from storms (*insurance provides coverage, but deductibles will need to be covered*), as well as for transfers to new poles as poles are replaced, roads widened, etc.

3.2.7 Liability Insurance

Liability insurance is high during the first year as construction is completed and then declines to @1/5th the amount for subsequent years.

3.2.8 Property Insurance

Provides insurance for central office, optical-electronics and fiber optic network.

3.2.9 Network Operator

Costs to contract with a network operator for day-to-day operation of the network in all respects (marketing, sales, customer service, billing, collections, repair coordination, etc.)

3.2.10 Admin

Miscellaneous administration costs incurred by the Town for oversight of the Network Operator.

3.2.11 Postage

Assumes one mailing by the Town per year to each potential subscriber location.

3.2.12 Equipment Upgrade Fund

Funds accrued to replace optical-electronics every 7 years.

3.2.13 Contingency

Contingency fund for unforecasted expenses.

3.2.14 Annual Accounting / Legal

Funds for accounting and legal expenses incurred by the Towns.

3.2.15 Bad Debt

Uses industry average of 2% per month.

3.3 Cash Flow Assumptions

See “Monthly Service Pricing” section above.

4 Bond Financing & Annual Tax Impact

Bond Financing							
2020 Real Estate Tax Commitment							
	Fayette	Leeds	Mt Vernon	Readfield	Vienna	Wayne	
Total RE Assessed Value	\$ 185,200,000	\$ 159,818,700	\$ 240,442,827	\$ 288,933,228	\$ 62,094,091	\$ 180,014,020	
Total RE Taxes Collected	\$ 3,426,200	\$ 3,041,350	\$ 4,219,772	\$ 4,524,694	\$ 1,189,102	\$ 3,233,052	
Mil Tax Rate	0.01850	0.01903	0.01755	0.01566	0.01915	0.01796	
Bond Financing							
Portion of Project eligible for subsidies (<50/10)	91%	29%	36%	6%	100%	25%	
Assumed subsidy percentage	45%	15%	18%	7%	50%	12%	
Total Project Cost Estimate	\$ 3,372,364	\$ 3,609,266	\$ 4,405,343	\$ 3,824,868	\$ 1,990,166	\$ 2,897,734	
Assumed subsidy amount	\$ 1,528,805	\$ 528,028	\$ 791,495	\$ 260,000	\$ 995,083	\$ 355,227	
Construction Funds Needed after subsidies	\$ 1,843,559	\$ 3,081,238	\$ 3,613,849	\$ 3,564,868	\$ 995,083	\$ 2,542,507	
Debt Service Reserve	0.00% of Bond Issue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cost of Issuance Financed	2.00% of Bond Issue	\$ 37,624	\$ 62,882	\$ 73,752	\$ 72,752	\$ 20,308	\$ 51,888
Total Bond Issued	\$ 1,881,182	\$ 3,144,121	\$ 3,687,601	\$ 3,637,620	\$ 1,015,391	\$ 2,594,395	
Maturity	20 years	20 years	20 years	20 years	20 years	20 years	
Bond Yield	2.700%	2.700%	2.700%	2.700%	2.700%	2.700%	
Monthly Payments	\$ 10,153	\$ 16,969	\$ 19,902	\$ 19,632	\$ 5,480	\$ 14,002	
Interest returned on Debt Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Net Monthly Payment	\$ 10,153	\$ 16,969	\$ 19,902	\$ 19,632	\$ 5,480	\$ 14,002	
Annual Payment	\$ 121,833	\$ 203,626	\$ 238,824	\$ 235,587	\$ 65,761	\$ 168,023	
Percent Tax Increase	3.6%	6.7%	5.7%	5.2%	5.5%	5.2%	
Mil Rate Increase	0.00066	0.00127	0.00099	0.00082	0.00106	0.00093	
Annual Tax Impact							
Assessed Property Value - Annual Property Tax Impact	\$100,000	\$66	\$127	\$99	\$82	\$106	\$93
	\$200,000	\$132	\$255	\$199	\$163	\$212	\$187
	\$300,000	\$197	\$382	\$298	\$245	\$318	\$280
	\$400,000	\$263	\$510	\$397	\$326	\$424	\$373
	\$500,000	\$329	\$637	\$497	\$408	\$530	\$467
Monthly Service Fee + Monthly Tax Impact							
Monthly Service Pricing	\$62	\$62	\$62	\$62	\$62	\$62	\$62
Assessed Property Value - Monthly Service Fee + Property Tax Impact	\$100,000	\$67	\$73	\$70	\$69	\$71	\$70
	\$200,000	\$73	\$83	\$79	\$76	\$80	\$78
	\$300,000	\$78	\$94	\$87	\$82	\$88	\$85
	\$400,000	\$84	\$104	\$95	\$89	\$97	\$93
	\$500,000	\$89	\$115	\$103	\$96	\$106	\$101

We assume each participating Town will fund the actual costs for engineering, make-ready, construction and subscriber turn-up within their respective town boundaries, plus an equal share of the costs for central offices to provide service.

4.1 Portion of Project Eligible for Subsidies

We assume that any uncabled potential subscriber locations will be eligible for subsidies. We have assumed the subsidies received will be one-half of that amount, or greater if that amount is less than the local municipal ARPA funding received by the Towns (example = Readfield). We have subtracted the subsidy amount from the Total Project Cost Estimate to determine the amount of funding subject to bond financing.

4.2 Bond Financing

We assume each Town will secure its own bond financing with a 20-year term and an interest rate of 2.7%.

4.3 Annual Tax Impact

Using the current assessed value for each Town, we then calculate the Mil Rate increase required to cover the bond principal and interest. The Annual Tax Impact table illustrates the tax impact for each \$100,000 of assessed value for each Town.

4.4 Monthly Service Fee + Monthly Tax Impact

For those who subscribe to service, the effective rate will be the monthly service pricing derived from the Pro Forma, plus the monthly tax impact and is illustrated for each \$100,000 of assessed value for each Town.

5 Potential Grant Funding

Potential Grant Funding						
Source	Fayette	Leeds	Mt Vernon	Readfield	Vienna	Wayne
Municipal ARPA Funding	\$120,000	\$230,000	\$170,000	\$260,000	\$60,000	\$120,000
Prorata Share of County ARPA Funding based on population	\$221,099	\$451,121	\$326,799	\$516,091	\$111,325	\$230,602
Remainder of \$15M Bond	\$6,328,678					
State ARPA Funding for Broadband	\$150,000,000					
NTIA Funding	\$30,000,000					
Infrastructure Act Funding	<i>unknown at this time</i>					
Total Available	\$189,145,714					

The table above illustrates what we know about potential grant funding at the time of this writing.



6 Schedule

Timeline																		
Task	Mo 1	Mo 2	Mo 3	Mo 4	Mo 5	Mo 6	Mo 7	Mo 8	Mo 9	Mo 10	Mo 11	Mo 12	Mo 13	Mo 14	Mo 15	Mo 16	Mo 17	Mo 18
Field Data Engineering / RFP Process																		
Pole/Strand/Drop/Structure Mapping																		
Develop RFP's																		
Manage RFP Process																		
Contract Negotiations																		
Make-Ready Project Management																		
PUC Certification																		
Pole Attachment Agreement Negotiation																		
Pole Attachment Applications																		
Pole Owner Joint Ride-out																		
Construction																		
Utility Pole Make-ready process																		
Central Office Construction																		
Construction																		
Subscriber Turn-up																		
Owners Project Manager (OPM)																		

Eric Dyer

From: Eric Dyer <manager@readfieldmaine.org>
Sent: Tuesday, May 25, 2021 10:58 AM
To: 'csammons@readfieldmaine.org'; 'dprice@readfieldmaine.org';
'reno@readfieldmaine.org'; 'kwoodsum@readfieldmaine.org';
'bbourgoine@readfieldmaine.org'; 'andyinme@gmail.com'; 'rlambert1117@gmail.com';
'ellenjaneschneiter1@gmail.com'; 'mhanish@cmcc.edu'; 'finance@readfieldmaine.org';
'edwsims@gmail.com'
Subject: American Rescue Plan Act Funding Update

Good morning,

More information came out yesterday on ARP funding. Here's a quick update:

- The Maine Municipal Association and other municipal organizations are providing a good deal of information and resources to lessen the burden of sorting out details of the ARPA program.
- Readfield is currently eligible for 271,521.87 in ARPA funds
- ARPA funds for Readfield will come through the State of Maine
- ARPA funding becomes available on paper as of July 31, 2021
- The ARPA project period ends December 31, 2024, with funds needing to be expended by December 31, 2026
- Annual reporting is required for the Town of Readfield, reporting for towns is less than that for larger units of government.
- Per the interim final rules, funds may generally be used "to meet pandemic response needs and rebuild a stronger, and more equitable economy as the country recovers." This includes:
 - "Support public health expenditures, by, for example, funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff
 - Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector
 - Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic
 - Provide premium pay for essential workers, offering additional support to those who have and will bear the greatest health risks because of their service in critical infrastructure sectors
 - Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet
 - Within these overall categories, recipients have broad flexibility to decide how best to use this funding to meet the needs of their communities."
- My initial read on eligible uses that might apply to Readfield include **broadband** (100 MB symmetrical at a minimum – which we don't have through any current provider), **business loans** through the Readfield Enterprise Committee, and investment in / development of **affordable housing**. We lost very little municipal revenue (if any) as a result of the pandemic and many of the other eligible categories relate to activities we haven't done or are not likely to pursue but this is very much a Select Board driven process.
- We have several community needs we could address and will need to have deliberate and thoughtful discussions on how to proceed, and I encourage multiple avenues for public participation and comment.
- Final rulemaking on the ARPA program appears to be set for the end of July.
- I can't say or type "ARP" or "ARPA" without thinking about the John Irving novel "The world According to GARP". Great book if you're looking for a summer read.....

Be well,

Perham town	Aroostook	\$ 38,547.45
Peru town	Oxford	\$ 159,575.86
Phippsburg town	Sagadahoc	\$ 239,522.21
Pittston town	Kennebec	\$ 288,841.82
Plymouth town	Penobscot	\$ 142,572.74
Portage Lake town	Aroostook	\$ 39,286.71
Pownal town	Cumberland	\$ 163,589.02
Princeton town	Washington	\$ 83,642.68
Randolph town	Kennebec	\$ 180,486.53
Rangely town	Franklin	\$ 121,978.90
Readfield town	Kennebec	\$ 274,521.37
Richmond town	Sagadahoc	\$ 366,464.76
Robbinston town	Washington	\$ 59,085.68
Rockport town	Knox	\$ 355,164.55
Rogue Bluffs town	Washington	\$ 31,260.39
Rumford town	Oxford	\$ 606,620.62
Saco city	York	\$ 2,108,386.86
Sanford city	York	\$ 2,241,349.14
Seabrook town	Cumberland	\$ 2,216,847.75
Seaside town	Waldo	\$ 278,175.25
Sebec town	Piscataquis	\$ 62,520.79
Sedgwick town	Hancock	\$ 124,196.70
Sherman town	Aroostook	\$ 82,164.14



Remote Board Meetings Now OK'd Permanently

The Legislature has made remote participation in public board meetings permissible on a permanent basis, but only under limited circumstances. PL 2021, c. 290, was enacted as an emergency measure and took effect on June 21, 2021, with the Governor's signature. It adds a new provision (§ 403-B) to Maine's Freedom of Access Act or FOAA (1 M.R.S. §§ 400-414).

Meanwhile, FOAA's temporary provision (§ 403-A) authorizing remote participation in public board meetings during the COVID-19 pandemic remains in effect until July 30, 2021.

Under the new law board members are expected to be physically present for meetings, but may attend board meetings via remote methods of participation in the case of an emergency or urgent issue that requires the board itself to meet remotely, or an illness or temporary absence that causes a board member significant difficulties in traveling to a meeting.

The public must have a meaningful opportunity to attend via remote methods when board members participate via remote methods. If public input is allowed or required at a meeting, an effective means of communication between the board and the public must also be provided. A board must provide a location where members of the public may attend in person. A board may not limit public attendance to remote methods only except in case of an emergency that requires the board itself to meet remotely.

Remote methods include telephonic or video technology allowing simultaneous reception of information and also permits other means necessary to accommodate disabled persons. But remote participation cannot be by text-only means such as e-mail, text messages, or chat functions

To enable remote participation, a board must first, after public notice and hearing, adopt a written policy governing remote participation by board members and the public that contains the limitations noted above.

Notice of all board meetings is required as usual (see § 406). When the public may attend via remote methods, notice must include the means by which the public may access the meeting remotely, and a location for the public to attend in person (except in case of an emergency).

A board must make all documents and materials to be considered by the board available, electronically or otherwise, to the public who attend remotely to the same extent customarily available to the public who attend in person, provided no additional costs are incurred by the board.

All votes during a board meeting using remote methods must be by roll call vote that can be seen and heard if using video technology, or heard if using audio technology only, by other board members and the public. A board member who participates remotely is considered present for purposes of a quorum and voting.

Remote participation is not permitted for town meetings or regional school unit budget meetings.

As we noted above, FOAA's temporary provision authorizing remote board meetings, which does not require adoption of a local policy, remains in effect until July 30, 2021 (see § 403-A). After that date, boards are not authorized to permit remote participation without first adopting a written policy in compliance with the new law (see § 403-B). For a sample remote participation policy, see this link: _____ (By R.P.F.)

Town of Readfield
Remote Participation Policy
Adopted Pursuant to Title 1 MRSA § 403-B

Purpose

It is the policy of the Town of Readfield to allow elected members of the Select Board, appointed Municipal employees and volunteers, and the general public to participate in all public meetings as defined by Title 1 § 403 M.R.S.A. by remote means including but not limited to telephonic and video conferencing capabilities.

Conditions and Requirements

Members of the public body (elected and appointed officials) are expected to be physically present for public proceedings except when being physically present is not practicable. Circumstances in which physical presence for one or more members is not practicable shall include:

1. The existence of an emergency or urgent issue that requires the public body to meet by remote methods;
2. Illness, other physical condition or temporary absence from the jurisdiction of the body that causes a member of the body to face significant difficulties traveling to and attending in person at the location in the notice provided by Title 1 § 406 M.R.S.A.; and
3. The area of the public body's jurisdiction includes geographic characteristics that impede or slow travel.

Members of the public will be provided the ability to participate by remote methods and the Town will provide conference call and/or video connection web links to any member of the public that wishes to participate by remote methods at any meeting where remote participation is allowed.

If public input is allowed at any meeting where remote participation is allowed, the Town will provide an effective means of communication between the members of the body and the public.

All notices of proceedings will be advertised by posting on the Town's website and bulletin boards. The notice will include the means by which members of the public may access the proceeding using remote methods. The notice will also identify where the members will be meeting in person and this location will be available for members of the public to attend in person as well.

A member of the body who participates in a public proceeding by remote methods is present for purposes of a quorum, but not for voting unless a majority of the body is participating remotely.

All votes taken during a public proceeding using remote methods must be taken by roll call vote that can be seen and heard if using video technology, and heard if using only audio technology, by other members of the public body and the public.

All documents and other materials considered by the public body will be made available electronically or otherwise to the public who attend by remote methods to the same extent customarily available to members of the public who attend the proceedings in person.

Effective Date and Amendments

The policy is effective on _____, 2021 and may be amended by the Select Board.

Dennis Price, Chairperson

Kathryn Woodsum, Vice Chairperson

Carol Doorenbos, Selectperson

Ralph Eno, Selectperson

Sean Keegan, Selectperson

Attest:

Sherene Gilman, Town Clerk



Workers' Compensation Safety Incentive Program - Introduction

IMPORTANT UPDATE: DEADLINE EXTENSION

The Workers Compensation Safety Incentive Program (WCSIP) is available exclusively to all MMA Workers' Compensation Fund Members. If you have not joined this program, now is the time. We encourage you to review this program and see how simple it is to participate. We welcome you to join with the over 100 Members have taken those steps and have received financial savings on their annual Workers Compensation contribution. To allow the additional time needed to join, we have extended the deadline to start the process, the due dates are:

The Acknowledgment is now due on or before July 1, 2021.

The Resolve is due on or before August 1, 2021.

The Verification for Tier Assignment form will remain due to us on or before September 1, 2021.

Maine Municipal Association Risk Management Services will continue a program to work in partnership with our Workers' Compensation Fund members to improve workplace safety and the member's workers' compensation experience. The goals of this program are to:

- Reduce the incidence of injury and illness throughout the operations
- Improve overall safety in the work environment
- Maintain lines of communication with all employees
- Protect members' assets
- Promote a self-sustaining safety culture
- Utilize best practices claim management
- Provide financial incentives which reward our partnership toward safety

Participation in the program is on a voluntary basis and eligible credits will be applied effective January 1, 2022. These credits will only be added at the next renewal (no mid-term adjustments will be made). Each member must elect to be part of the program by sending us the Acknowledgement Form on or before April 1, 2021, the Resolve Form on or before June 1, 2021, and the Data Verification Form on or before September 1, 2021. The Risk Management Services team will work with the member to help achieve its safety goals.

Each qualifying member may receive an incentive credit up to 10%. The program is tiered into three levels based on documented performance. The tiers and associated credits are:

- Tier I..... 5%
- Tier II..... 7.5%
- Tier III..... 10%

The application of a tier credit will not reduce the annual contribution below the minimum contribution level. However, for those members affected by the minimum contribution level (currently \$500 or less) they will receive additional consideration as part of a safety enhancement grant application.

WCSIP Program

- [Introduction](#)
- [Overview](#)
- [Criteria](#)

Forms

- [Acknowledgment](#)
- [Resolve](#)
- [Verification](#)
- [Facility Survey](#)

Plans

- [Personal Protection Equipment](#)
- [Slip, Trip & Fall](#)
- [Lifting](#)
- [Ergo](#)
- [Incident Review](#)
- [Safety Committee](#)
- [Return to Work](#)

Helpful Links

- [MDOL Directives](#)
- [WCB Preferred Providers](#)
- [MMA Online University](#)

**MMA WORKERS' COMPENSATION SAFETY INCENTIVE PROGRAM
RESOLVE FORM**

WHEREAS, the Town of Readfield is a member of the Maine Municipal Association Workers' Compensation Fund (hereinafter "WC Fund"); and

WHEREAS, Maine Municipal Association (hereinafter "MMA") provides risk management services and workers' compensation coverage; and

WHEREAS, MMA developed the Workers' Compensation Safety Incentive Program (hereinafter "the Program") to help reduce the incidents and impact of workplace injuries by implementing WC claim best practices; and

WHEREAS, MMA will provide necessary written program information, and offer assistance to participants; and

WHEREAS, WC Fund members that participate in the Program and complete the required activities, will have the opportunity to earn a credit to their annual contribution; and

WHEREAS, the Town of Readfield is committed to providing a safe environment for its employees, citizens, and visiting public; and

WHEREAS, the Program will help enhance such an environment and promote a self-sustaining culture of safety with participating members,

NOW THEREFORE BE IT RESOLVED BY THE Town of Readfield
to elect to participate in the MMA Workers' Compensation Safety Incentive Program.

DATED THIS _____ **DAY OF** _____, **20**____

ATTEST by Governing Board (signatures or e-signatures):

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Member's Name: Town of Readfield

Please place a check in all boxes that apply to your organization:

Verification Questions	TIER I	TIER II	TIER III
Resolve adopted and submitted to MMA	<input type="checkbox"/>		
All departments meet MDOL compliance directive requirements	<input type="checkbox"/>		
Agrees to respond MMA corrective action recommendations within 30 days	<input type="checkbox"/>		
A Personal Protective Equipment safety plan is implemented for all required department	<input type="checkbox"/>		
Annual administrative review of safety policies is documented	<input type="checkbox"/>		
Key personnel assigned safety responsibilities	<input type="checkbox"/>		
A process to communicate safety concerns to all employees is in place	<input type="checkbox"/>		
Leadership is aware of and reviews accidents	<input type="checkbox"/>		
A slip trip and fall safety policy is in place		<input type="checkbox"/>	
A lifting and back safety policy is in place		<input type="checkbox"/>	
An office ergonomics safety policy is in place		<input type="checkbox"/>	
A safety committee holds meetings at least quarterly and minutes are documented		<input type="checkbox"/>	
Incident reviews (i.e. accidents, near misses) are conducted to find appropriate root cause(s) of reported occurrences. Corrective recommendations are implemented		<input type="checkbox"/>	
Facility and equipment self-inspections are completed annually and documented		<input type="checkbox"/>	
Preferred providers are used		<input type="checkbox"/>	
Employee training is documented			<input type="checkbox"/>
A written incident review policy is in place			<input type="checkbox"/>
A wellness program or similar alternative is offered to employees			<input type="checkbox"/>
A return-to-work policy (light-duty) for all departments is in place			<input type="checkbox"/>
Leadership attends/participates in Safety Committee meetings, trainings and other safety events			<input type="checkbox"/>

E-Signature: _____

Title: _____

Date: _____

RETURN TO: WCSIP@memun.org or fax to (207)624-0127

RESERVED

RESERVED

OTHER BUSINESS

Future Agenda Items and Goals - Proposed DRAFT

Future Agenda Items

- 22-XXX - Discuss Select Board Contact Information and Communications - 5 min.
- 22-XXX - Consider a revised Gile Hall rental Policy - 5 min.
- 22-XXX - Discuss the Transfer Station management transition process - 5 min

Ongoing Select Board Goals:

- Review, revise, draft governance documents as needed
- Continue a multiyear effort to bring high quality broadband service to town
- Finalize a solar energy plan for town facilities
- Further investigate Church Road sidewalk approaches
- Set budgetary and structure direction regarding Parks and Recreation
- Support a two-year Comprehensive Plan update
- Determine Salt and Sand Shed repair or replacement plan
- Review Pension Plan to improve plan for employee participation/retention