

Readfield Select Board
November 14, 2022, Meeting Agenda
Select Board Meeting starts: 6:30 PM
Select Board Meeting ends (unless extended) at 8:00 PM

Pledge of Allegiance

Regular Meeting Items - 5 min.

23-047 - Minutes: Select Board meeting minutes of October 17, 2022.

23-048 - Warrants: #17-20

Communications - 25 min.

Select Board communications. - 5 min.

Staff Reports - 5 min

- Town Manager Report
- Treasurer's Report - October

Boards, Committees, Commissions & Departments - 10 min.

- Board and Committee Minutes (listed separately)

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

Appointments, Reappointments, and Resignations - 5 min.

23-049 - Consider the appointment of Christine Sammons to the Budget Committee

23-050 - Consider the appointment of George O-Connor as an alternate member of the Planning Board

Old Business - 15 min.

23-043 - Discuss and develop Select Board budget goals - 15 min.

New Business - 35 min.

23-051 - Consider a Liquor License for the Weathervane Restaurant - 10 min.

23-052 - Consider management recommendations for grassland areas at the Fairgrounds - 5 min.

23-053 - Hold a follow-up discussion with Chairperson Clark on Planning Board remote meeting participation - 10 min.

23-054 - Consider a revised Transfer Station Fee Schedule - 5 min.

23-055 - Consider a plan for auditor recommended revisions to our capital reserve accounting - 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, October 17, 2022 – *Unapproved*

Select Board Members Present: Dennis Price, Kathryn Woodsum, Sean Keegan, Steve DeAngelis, Carol Doorenbos

Excused Absent:

Others Attending: Eric Dyer (Town Manager), Anjelica Pittman (Board Secretary), Hannah Flannery (Rec Board), Bruce Hunter (Conservation Commission), Paula Clark (Planning Board), Will Gagne Holmes (Appeals Board), Rob Peale (Trails Committee), Pam Mitchell (Library Board of Trustees), Andy Tolman (Budget & Cemetery Committees), Mike Laberge (Road Committee), Ken Edgecomb, Mark Edgecomb

Pledge of Allegiance

Workshop - 90 min. The Select Board will hold a workshop meeting with the Chairs of the various Readfield Boards, Committees, and Commissions. This 90-minute Annual Chairs Meeting is a chance to share activities and accomplishments from the past year and discuss upcoming Select Board goals and direction.

Planning Board – Paula Clark

- The Planning Board had a significant number of projects and applications to review and make decisions on. They approved two new storage facilities, two Medical Marijuana applications, and a couple of more complex apps, including one for a home expansion in the Shoreland zone. Some applications have intersected the Planning Board and Board of Appeals, more complex applications can also involve outside involvement such as MMA and the Town Attorney. LUO Revisions were done for the year that contained language clarification, housekeeping, and substantive issues. The Planning Board continues to participate with the Comprehensive Plan Committee.

Library Board of Trustees – Pam Mitchell

- The Library received a grant from New England Rural and Small Libraries for just under \$5K that they put to good use for the children in town, as well as technologies in the Library and electrical shades (however those may not be completed this year). The Summer Reading programs, Storywalk, and Author visits have been a great success. The Library will be doing a Snowshoe Walk to look for owls this winter and plan to have a Veterans Day display with the help of Ben Rodriguez. The Library also works closely with the Age Friendly Committee to assist the elderly in the community. The Library Board of Trustees is also updating policies including community and school involvement.

Budget Committee and Cemetery Committee – Andy Tolman

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- The Budget Committee is currently in recess, most work being completed in the winter and spring months. The Committee has some great members; however they could use another member. The Budget Committee provided budgets for several projects this year, some projects came to fruition and some did not.
- The Cemetery Committee membership is full; they are a good group, work closely with the town Sexton Ben Rodriguez. They have had a couple of interesting projects this year, maintaining trees in the cemeteries and older graves that no longer have families' to maintain them. The Cemetery Committee is looking at affiliating with Wreaths Across America. They are working on digital maps for the cemeteries and they are working on a backlog of important things alongside Ben.

Conservation Commission – Bruce Hunter

- The Conservation Commission began looking at the Towns' grasslands several years ago and are continuing to shift focus from woodlands to grasslands. They worked with the Recreation Board and landscape architect to determine fill needs. There was a harvest in the Town Forest this year. The Conservation Commission plans to work more closely with the Comprehensive Plan Committee and are following the Comprehensive Plan as closely as possible. They have done some maintenance at the Town Forest and Torsey Trails, are working on a map of Vernon Pooles Data and they edited the Conservation and Recreation map last summer. The Comprehensive Commission expects to look at the Open Space Plan for edits; and they are considering construction of a pollinator garden at the Fairgrounds.

Trails Committee – Rob Peale

- The Trails Committee creates, builds and maintains town trails; they have a large committee of 13 members and some alternates. They were most focused on the Fairgrounds Trails this past year. Volunteers racked up 170.5 hours/\$2173.88 in value provided. Residents seemed pleased with the new Morrill Road and Nickerson Hill Road connector. The Trails Committee is hoping to open the Carlton Pond Trail on Greater Augusta Utility District property this fall. Trail maps are available on the Town Website, at the Town Office, and the Committee is working with Dennis Price from the Select Board to create QR codes as well.

Recreation Board – Hannah Flannery

- The Recreation (Rec) Board began meetings with involved parties to expand the fairgrounds, the board also held an abutters meeting in March and educated residents about the project development. Unfortunately it was voted down at the Town Meeting. Other things the Rec board has accomplished

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over the year was a successful soccer program without masking, the October Trunk or Treat and Pumpkins Aglow, Winter Fun Day, the Youth Ice Fishing Derby last winter, an Easter Egg Hunt, and Kickball at Heritage Days. The Recreation Board is always looking for more volunteers and welcome residents to sign up.

Road Committee – Mike Laberge

- The road committee has been busy evaluating road conditions, advising the Town Manager and inventorying roads. All the roads in town were rebuilt 15 years ago and the Road Committee is keeping a close eye on keeping those roads maintained. Each road is detailed in an excel spreadsheet to track the conditions and line up what is needed next for each road, Eric lists the priorities and the Committee advises.

Regular Meeting Items - 5 min.

- 23-032 - Minutes: Select Board meeting minutes of August 29 and September 19, 2022.
 - Kathryn motioned to approve the minutes as presented, seconded by Steve, 5-0 vote in favor
- 23-033 - Warrants: #13-16
 - Carol motioned to approve Warrants #13 & #14, Steve seconded. Vote 5-0 in favor
 - Sean motioned to approve Warrants #15 & #16, Carol seconded. Vote 5-0 in favor

Communications - 20 min.

- Select Board communications. - 5 min.
 - Carol reported that Octoberfest – Readfield Small Business Saturday was a success, one vendor cited it as the “best day of the year” for their business. Carol plans to initiate another small business Saturday on November 26, 2022. She has ten yard signs for participants to use if needed.
- Staff Reports - 5 min
 - Town Manager Report – Review of Town Manager Report dated 10/17/2022
 - Treasurer’s Report – Review of September 2022 Report
- Boards, Committees, Commissions & Departments - 5 min.
 - None
- Board and Committee Minutes (listed separately)
 - Age Friendly Minutes of Augusta 10, 2022
- Public Communication - Members of the public may address the Select Board - 5 min.
 - None

Appointments, Reappointments, and Resignations 5 min.

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- 23-034 - Consider the appointment of Sonya Clark as Warden for the November 8 Election
 - Sean **motioned** to approve, Carol **seconded, vote 5-0** in favor
- 23-035 - Consider the reappointment of Greg Durgin to the Comprehensive Plan Committee
 - Carol **motioned** to approve beginning tonight October 17, 2022 through June 30, 2023. Steve **seconded, vote 5-0** in favor
- 23-036 - Consider the reappointment of Stephanie Donaldson to the Conservation Commission
 - Sean **motioned** to approve beginning tonight October 17, 2022 through June 30, 2024. Carol **seconded, vote 5-0** in favor
- 23-037 - Consider the appointment of Linnea Koons to the Conservation Commission
 - Steve **motioned** to approve beginning tonight October 17, 2022 through June 30, 2023. Sean **seconded, vote 5-0** in favor
- 23-038 - Consider the appointment of Jaaron Shaw to the Conservation Commission
 - Sean **motioned** to approve beginning tonight October 17, 2022 through June 30, 2024. Carol **seconded, vote 5-0** in favor

Public Hearing 5 min.

- The Select Board will hold a Public Hearing to consider revisions to Public Ways, Traffic, and Parking Ordinance.
 - Dennis opened the Public Hearing, there were no comments, the Public Hearing was closed

Old Business 5 min.

- 23-010 - Consider revisions to the Public Ways, Traffic, and Parking Ordinance - 5 min.
 - Eric thanked the Road Committee for their work on the Public Ways, Traffic and Parking Ordinance. Sean **motioned** to approve the final version, effective today, **seconded** by Carol, **vote 5-0** in favor.

New Business - 45 min.

- 23-039 - Consider Automobile Graveyard Permit Renewal Applications - 5 min.
 - Chip requested the Select Board approve the Junkyard Permit Renewal Applications for Lucas Auto Parts, Ken's Drag In, and Antique Auto Recycling. Carol **motioned** to approve the applications, Sean **seconded, 5-0 vote** in favor.
- 23-040 - Consider a Marijuana Establishment Application for Happy Campers Cannabis - 10 min.
 - Deb Casale presented her application to the Board, Steve **motioned** to approve, Sean **seconded, vote 5-0** in favor
- 23-041 - Consider an update to the Readfield Property Tax Maps - 5 min.

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- The last update to the Property Tax Maps in Readfield was before the Covid-19 Pandemic. Two options to update, the paper copy only annual update, which costs \$2-4k every year, previously done by Soil and Water Conservation; however they no longer offer that service. The second option is the town can invest \$11k using a GIS platform (a vendor is already in place) which would make the maps more accessible to the public and keep them more up to date on a regular basis. Ongoing cost going forward with the GIS platform would be \$2100. In order to use the second option, Eric requests that the Purchasing Policy be suspended. Sean also mentioned the idea of having a kiosk either at the library or the town office for residents who do not have access to the internet or a computer at home to use. Eric will look into that idea.
- Steve **motioned** to suspend the Purchasing Policy to allow Eric to purchase the GIS Platform, **seconded** by Sean, **vote 5-0** in favor.
- 23-042 - Hear a report on the Select Board Goal Setting and Planning Retreat - 5 min.
 - The board discussed goals made at the Select Board Retreat including:
 - Ask a question on the June 2023 Town Meeting to gain residents direction for the Fairgrounds youth athletic field
 - Church Road sidewalk communication
 - Enhanced use and space of the Town Beach
 - Parks and Recreation staffing and program goal carried over from the prior year
 - Strengthen relationship with the local schools through cooperation, collaboration and communication
 - Dennis also thanks Bruce Burgoine for coordinating and moderating the Retreat and thanked the Select Board members for their engagement and ideas.
- 23-043 - Discuss and develop Select Board budget goals - 5 min.
 - Budget goals for the Board could be a little more focused for the budget including a more specific warrant process for priority ordinances. For instance, condensing thoughts into actionable goals for the budget process.
- 23-044 - Consider a draft FY24 Budget and Meeting Schedule - 5 min.
 - Eric presented the budget warrant schedule that covers October 2022 through June 2023 with a priority focus on getting the capital discussion started earlier. The schedule as presented maintains both Public Hearings, with the first allowing the public and residents to affect change, and the

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second to educate residents closer to the vote to prevent misinformation. The schedule highlights key dates, departments and divisions were shifted in order to accommodate all areas.

- 23-045 - Consider a contract with Gorrill Palmer for Church Rd. Sidewalk Engineering and Design Services - 5 min.
 - Eric requested approval up to the quoted amount from Gorrill Palmer so that he can try to negotiate the engineering service down. The project is an 80-20 match, which means Readfield would be responsible for \$16,000 of that cost as long as the quoted amount remains the same. There is \$49,000 in reserve that was voted on and approved by the public for this project. The engineering process completion date is currently the end of 2023, so construction can be voted on June 2024. Carol mentioned some trepidation among residents as to what side of the street the sidewalk will be on; Eric assured that the town will do what it can to keep residents happy with the outcome. Kathryn suggested there be more meetings surrounding the Church Road project to prioritize and optimize public communication.
 - Kathryn **motioned** to approve the Church Road project contract with Gorrill Palmer subject to an up to amount of \$81,200 and include more than one in person Public Meeting, Sean **seconded, vote 5-0** in favor.
- 23-046 - Schedule a Volunteer Appreciation Event - 5 min.
 - Eric requested that the board approve spending of up to \$425 for a volunteer appreciation event, for an in person event for between 40-60 people, with food, on a Saturday sometime in the next three months.
 - Sean **motioned** to have the Town Manager spend up to \$425 to arrange for a volunteer appreciation event, Kathryn **seconded, vote 4-1** in favor.

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

- Sean **motioned** to adjourn the meeting, Steve **seconded, 5-0 vote** in favor

Adjournment

Minutes submitted by Anjelica Pittman, Board Secretary

Oct. 24, 2022 Warrant Summary

Warrant #:	Journal #:	Amount	Warrant Type:	SB Reviewer:	Signatures Required:	Approval Date:
17	153	\$ 410,305.63	Warrant	S. DeAngelis	Three	10/24/2022
A	153	\$ 7,978.25	State Fees	S. DeAngelis	One	10/13/2022
B	153	\$ 2,944.06	State Fees	S. DeAngelis	One	10/24/2022
18	171	\$ 21,382.39	Payroll	S. DeAngelis	One	10/24/2022

SUM \$ 431,688.02

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

Treasurer's Warrant

Warrant # 17 & 18

\$431,688.02

Dates: 10/13/2022

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	\$21,382.39	71841-71850 171841-171855
VARIOUS VENDORS	Accounts Payable	\$410,305.63	71804-71840
	Total	\$431,688.02	

Date Signed: _____

Dennis Price

Steven DeAngelis

Carol Doorenbos

Sean Keegan

Kathryn Woodsum

A / P Check Register
Bank: Androscoggin Bank

Type	Check	Amount	Date	Wrnt	Payee
P	71804	7,978.25	10/13/22	17	0086 SECRETARY OF STATE (MOTOR VEH)
P	71805	2,944.06	10/20/22	17	0086 SECRETARY OF STATE (MOTOR VEH)
R	71806	2,500.00	10/27/22	17	0037 30 Mile River Watershed Association
R	71807	460.00	10/27/22	17	0643 A.A.A. PORTABLE TOILETS
R	71808	422.00	10/27/22	17	0324 American Loggers Fire Suppression
V	71809	0.00	10/27/22	17	0024 Baker & Taylor, Inc
R	71810	694.03	10/27/22	17	0024 Baker & Taylor, Inc
R	71811	15.00	10/27/22	17	0091 Brian Jackson
R	71812	45.00	10/27/22	17	0035 Community Advertiser
R	71813	166.88	10/27/22	17	0072 Consolidated Communications
R	71814	2,000.00	10/27/22	17	0591 David Ledew
R	71815	351.62	10/27/22	17	0823 GONETSPEED
R	71816	578.00	10/27/22	17	0791 Group Dynamic Inc
R	71817	219.49	10/27/22	17	0629 Irving Oil Marketing, Inc
R	71818	76.00	10/27/22	17	0083 Kennebec Cnty Registry Of Deeds
R	71819	352,031.00	10/27/22	17	0056 Kennebec County Treasurer
R	71820	35.00	10/27/22	17	0759 Kristin Parks
R	71821	11,651.00	10/27/22	17	0066 Maine Municipal Association
R	71822	8,233.10	10/27/22	17	0065 MAINE MUNICIPAL EMP. HEALTH
R	71823	70.00	10/27/22	17	0218 MAINE RESOURCE RECOVERY ASSOC
R	71824	60.00	10/27/22	17	0303 MAINE TOWN & CITY CLERKS ASS'N
R	71825	500.00	10/27/22	17	0424 Main-Land Dev. Consultants, Inc
R	71826	1,575.00	10/27/22	17	0775 Maranacook Lake Association
R	71827	10.59	10/27/22	17	0858 PETTY CASH
R	71828	60.00	10/27/22	17	0686 Pine Tree Veterinary Hospital
R	71829	118.98	10/27/22	17	0725 Pitney Bowes Global Financial Services
R	71830	1,048.56	10/27/22	17	0841 PretiFlaherty
R	71831	2,500.00	10/27/22	17	0605 RHR Smith & Company
R	71832	1.61	10/27/22	17	0406 SAM'S CLUB
R	71833	909.00	10/27/22	17	0662 Sexual Assault Crisis & Support Ctr
R	71834	5.18	10/27/22	17	0021 Sonya Clark
R	71835	333.14	10/27/22	17	0462 STAPLES CREDIT PLAN
R	71836	5,657.99	10/27/22	17	0681 Treas,State Maine (Pub Safety)
R	71837	4,867.79	10/27/22	17	0495 United AG & Turf NE
R	71838	17.89	10/27/22	17	0765 W.B. Mason Co., Inc
R	71839	658.03	10/27/22	17	0068 WD MATTHEWS MACHINERY CO.
R	71840	1,511.44	10/27/22	17	0836 WORLD OF FLAGS, USA
Total		410,305.63			

Count

Checks	36
Voids	1

Warrant 17

Vendor-----	Amount	Account-----
00037 30 Mile River Watershed Association	2,500.00	UNCLASSIFIED / NON-PROFIT - ADMIN / MISC.
00643 A.A.A. PORTABLE TOILETS	300.00	REC,PARKS/AT / REC BOARD - RECREATION / SOCCER
00643 A.A.A. PORTABLE TOILETS	160.00	REC,PARKS/AT / BEACH - UTILITIES / LAVATORY
00324 American Loggers Fire Suppression	182.00	Maintenance / Bldg Maint - BUILDING O&M / MAINTENANCE
00324 American Loggers Fire Suppression	55.00	Maintenance / Bldg Maint - BUILDING O&M / MAINTENANCE
00324 American Loggers Fire Suppression	55.00	Maintenance / Bldg Maint - BUILDING O&M / MAINTENANCE
00324 American Loggers Fire Suppression	65.00	PROTECTION / FIRE DEPART - EQUIP O,R &M / FIRE TRUCKS
00324 American Loggers Fire Suppression	65.00	SOLID WASTE / TRANSFER STA - BUILDING O&M / MAINTENANCE
00024 Baker & Taylor, Inc	25.17	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	64.78	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	15.49	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	48.79	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	12.53	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	167.04	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	77.73	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	151.59	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	107.12	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	23.79	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00091 Brian Jackson	15.00	COMM SERVICE / Animal Cntrl - CONTRACT SVC / Rabies Clini
00035 Community Advertiser	45.00	GENERAL GOVT / Admin - ADMIN / ADVERTISING
00072 Consolidated Communications	52.58	SOLID WASTE / TRANSFER STA - UTILITIES / TELEPHONE
00072 Consolidated Communications	54.16	PROTECTION / FIRE DEPART - UTILITIES / TELEPHONE
00072 Consolidated Communications	60.14	GENERAL GOVT / Admin - UTILITIES / TELEPHONE
00591 David Ledew	2,000.00	GENERAL GOVT / Assessing - CONTRACT SVC / ASSESSING
00823 GONETSPEED	330.56	GENERAL GOVT / Admin - UTILITIES / TELEPHONE
00823 GONETSPEED	21.06	COMM SERVICE / Library - UTILITIES / TELEPHONE
00791 Group Dynamic Inc	20.00	GENERAL GOVT / Insurance - INSURANCE / HRA
00791 Group Dynamic Inc	8.00	SOLID WASTE / TRANSFER STA - INSURANCE / HRA
00791 Group Dynamic Inc	385.00	GENERAL GOVT / Insurance - INSURANCE / HRA
00791 Group Dynamic Inc	165.00	SOLID WASTE / TRANSFER STA - INSURANCE / HRA
00629 Irving Oil Marketing, Inc	32.80	Maintenance / Veh/Eq Maint - EQUIP O,R &M / FUEL/OIL
00629 Irving Oil Marketing, Inc	71.98	Maintenance / Veh/Eq Maint - EQUIP O,R &M / FUEL/OIL
00629 Irving Oil Marketing, Inc	114.71	Maintenance / Veh/Eq Maint - EQUIP O,R &M / FUEL/OIL
00083 Kennebec Cnty Registry Of Deeds	76.00	GENERAL GOVT / Admin - ADMIN / RECORDING
00056 Kennebec County Treasurer	352,031.00	COUNTY TAX / COUNTY TAX - ASSESSMENTS / COUNTY TAX
00759 Kristin Parks	35.00	GENERAL GOVT / Admin - PERSONNEL / MILEAGE
00066 Maine Municipal Association	11,651.00	GENERAL GOVT / Insurance - INSURANCE / PROP & LIAB
00065 MAINE MUNICIPAL EMP. HEALTH	2,384.72	SOLID WASTE / TRANSFER STA - INSURANCE / HEALTH INS
00065 MAINE MUNICIPAL EMP. HEALTH	5,608.13	GENERAL GOVT / Insurance - INSURANCE / HEALTH INS
00065 MAINE MUNICIPAL EMP. HEALTH	100.50	GENERAL FUND / HEALTH INSUR
00065 MAINE MUNICIPAL EMP. HEALTH	126.24	GENERAL FUND / IPP
00065 MAINE MUNICIPAL EMP. HEALTH	13.51	GENERAL FUND / VSP Vision
00218 MAINE RESOURCE RECOVERY ASSOC	70.00	SOLID WASTE / TRANSFER STA - ADMIN / TRAIN & CONF
00303 MAINE TOWN & CITY CLERKS ASS'N	60.00	GENERAL GOVT / Admin - ADMIN / TRAIN & CONF

Warrant 17

Vendor-----	Amount	Account-----
00424 Main-Land Dev. Consultants, Inc	500.00	CAPITAL IMPR / Roads - CONTRACT SVC / ENGINEERING
00775 Maranacook Lake Association	1,575.00	UNCLASSIFIED / NON-PROFIT - ADMIN / MISC.
00858 PETTY CASH	10.59	GENERAL GOVT / Admin - ADMIN / POSTAGE
00686 Pine Tree Veterinary Hospital	60.00	GENERAL FUND / ACCOUNTS PAY
00725 Pitney Bowes Global Financial Services	118.98	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00841 PretiFaherty	1,048.56	GENERAL GOVT / Attorney Fee - ADMIN / ATTORNEY FEE
00605 RHR Smith & Company	2,500.00	GENERAL GOVT / Admin - CONTRACT SVC / AUDIT SERV
00406 SAM'S CLUB	1.61	GENERAL GOVT / Admin - ADMIN / MISC.
00086 SECRETARY OF STATE (MOTOR VEH)	7,978.25	GENERAL FUND / Motor Veh Fe
00086 SECRETARY OF STATE (MOTOR VEH)	2,944.06	GENERAL FUND / Motor Veh Fe
00662 Sexual Assault Crisis & Support Ctr	909.00	UNCLASSIFIED / NON-PROFIT - ADMIN / MISC.
00021 Sonya Clark	5.18	COMM SERVICE / Library - ADMIN / MISC.
00462 STAPLES CREDIT PLAN	126.90	GENERAL GOVT / Admin - ADMIN / ELECTIONS
00462 STAPLES CREDIT PLAN	84.99	COMM SERVICE / Animal Cntrl - ADMIN / OFFICE SUP
00462 STAPLES CREDIT PLAN	49.77	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00462 STAPLES CREDIT PLAN	71.48	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00681 Treas,State Maine (Pub Safety)	5,657.99	PROTECTION / Dispatching - CONTRACT SVC / DISPATCH
00495 United AG & Turf NE	4,867.79	Maintenance / Veh/Eq Maint - EQUIP O,R &M / TRACTOR
00765 W.B. Mason Co., Inc	17.89	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00068 WD MATTHEWS MACHINERY CO.	658.03	SOLID WASTE / TRANSFER STA - EQUIP O,R &M / EQUIP MAINT
00836 WORLD OF FLAGS, USA	1,511.44	CEMETERIES / CEMETERIES - COMMUNITY SV / Vet Memorial
Prepaid Total--	10,922.31	
Current Total--	399,383.32	
Warrant Total--	410,305.63	

Warrant #:	Journal #:	Amount	Warrant Type:	SB Reviewer:	Signatures Required:	Approval Date:
19	182	\$ 22,538.09	Warrant	S. DeAngelis	Three	
A	182	\$ 6,920.43	State Fees	C.Doorenbos	One	10/27/2022
B	182	\$ 2,873.25	State Fees	S. DeAngelis	One	11/7/2022
20		\$ 491,750.71	Payroll	S. DeAngelis	One	

SUM \$ 514,288.80

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

Treasurer's Warrant

Warrant # 19 & 20

\$514,288.80

Dates: 11/10/2022

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	\$22,538.09	71887-71896 171887-171901
VARIOUS VENDORS	Accounts Payable	\$491,750.71	71851-71886
	Total	\$514,288.80	

Date Signed: _____

Dennis Price

Steven DeAngelis

Carol Doorenbos

Sean Keegan

Kathryn Woodsum

A / P Check Register
Bank: Androscoggin Bank

Type	Check	Amount	Date	Wrnt	Payee
P	47	54.64	11/10/22	19	0047 Shift 4
P	295	185.40	11/10/22	19	0295 US CELLULAR
P	295	184.91	11/10/22	19	0295 US CELLULAR
P	999	59.43	11/10/22	19	0031 Central Maine Power Co
P	999	82.36	11/10/22	19	0031 Central Maine Power Co
P	999	20.16	11/10/22	19	0031 Central Maine Power Co
P	999	148.81	11/10/22	19	0031 Central Maine Power Co
P	999	20.16	11/10/22	19	0031 Central Maine Power Co
P	999	24.72	11/10/22	19	0031 Central Maine Power Co
P	71851	6,920.43	10/27/22	19	0086 SECRETARY OF STATE (MOTOR VEH)
P	71852	2,481.25	11/03/22	19	0086 SECRETARY OF STATE (MOTOR VEH)
P	71853	302.00	11/03/22	19	0098 TREAS., STATE OF MAINE (IFW)
P	71854	90.00	11/03/22	19	0100 TREAS., STATE OF MAINE (DOGS)
R	71855	300.00	11/10/22	19	0643 A.A.A. PORTABLE TOILETS
R	71856	6,176.51	11/10/22	19	0045 Androscoggin Bank
R	71857	2,410.80	11/10/22	19	0599 Archie's Inc.
R	71858	265.54	11/10/22	19	0024 Baker & Taylor, Inc
R	71859	250.00	11/10/22	19	0737 Brandon J Sandler
R	71860	55.00	11/10/22	19	0782 By The Board Lumber Company
R	71861	2,400.00	11/10/22	19	0447 Cartographic Associates, Inc
R	71862	1,736.44	11/10/22	19	0623 Civic Plus
R	71863	1,727.10	11/10/22	19	0054 ecomaine
R	71864	23.89	11/10/22	19	0629 Irving Oil Marketing, Inc
R	71865	101.25	11/10/22	19	0752 Karen Peterson
R	71866	3,126.75	11/10/22	19	0760 KVCOG
R	71867	282.69	11/10/22	19	0152 Lowe's
R	71868	35.00	11/10/22	19	0066 Maine Municipal Association
R	71869	60.00	11/10/22	19	0303 MAINE TOWN & CITY CLERKS ASS'N
R	71870	3,000.00	11/10/22	19	0424 Main-Land Dev. Consultants, Inc
R	71871	129.00	11/10/22	19	0229 Melissa A Small
R	71872	576.48	11/10/22	19	0806 Overhead Door Company of Portland
R	71873	21.26	11/10/22	19	0858 PETTY CASH
R	71874	54,371.31	11/10/22	19	0673 PIKE INDUSTRIES, INC.
R	71875	528.78	11/10/22	19	0261 Quirk Auto Group
R	71876	309,458.75	11/10/22	19	0069 Regional School Unit#38
R	71877	63.72	11/10/22	19	0406 SAM'S CLUB
R	71878	76,900.00	11/10/22	19	0008 Scott Horne Construction
R	71879	23.00	11/10/22	19	0561 Shredding on Site
R	71880	67.92	11/10/22	19	0021 Sonya Clark
R	71881	88.95	11/10/22	19	0462 STAPLES CREDIT PLAN
R	71882	150.00	11/10/22	19	0689 Stevenson Solutions, LLC
R	71883	449.87	11/10/22	19	0313 Toshiba Financial Services
R	71884	775.00	11/10/22	19	0032 Troiano Waste Service, Inc
R	71885	5,000.00	11/10/22	19	0871 Union Meeting House
R	71886	10,621.43	11/10/22	19	0709 WASTE MANAGEMENT OF PORTLAND

A / P Check Register
Bank: Androscoggin Bank

Type	Check	Amount	Date	Wrnt	Payee
	Total	491,750.71			

Count	
Checks	45
Voids	0

Warrant 19

Vendor-----	Amount	Account-----
00643 A.A.A. PORTABLE TOILETS	300.00	REC,PARKS/AT / REC BOARD - RECREATION / SOCCER
00045 Androscoggin Bank	6,176.51	Rds & Drain / Vehicle Mnt - EQUIP REPLAC / CAPITAL EQP
00599 Archie's Inc.	2,410.80	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TRASH TIPPNG
00024 Baker & Taylor, Inc	74.19	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	18.06	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	33.04	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	140.25	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00737 Brandon J Sandler	250.00	SOLID WASTE / TRANSFER STA - UTILITIES / ELEC COMM
00782 By The Board Lumber Company	55.00	SOLID WASTE / TRANSFER STA - ADMIN / Compost
00447 Cartographic Associates, Inc	2,400.00	GENERAL GOVT / Assessing - ADMIN / Publications
00031 Central Maine Power Co	59.43	PROTECTION / Tower Sites - UTILITIES / ELECTRIC
00031 Central Maine Power Co	82.36	COMM SERVICE / Street Light - COMMUNITY SV / STREET LIGHT
00031 Central Maine Power Co	20.16	REC,PARKS/AT / BEACH - UTILITIES / ELECTRIC
00031 Central Maine Power Co	148.81	SOLID WASTE / TRANSFER STA - UTILITIES / ELECTRIC
00031 Central Maine Power Co	20.16	Rds & Drain / Winter Maint - UTILITIES / ELECTRIC
00031 Central Maine Power Co	24.72	PROTECTION / Tower Sites - UTILITIES / ELECTRIC
00623 Civic Plus	1,562.80	GENERAL GOVT / Admin - CONTRACT SVC / WEB HOSTING
00623 Civic Plus	173.64	SOLID WASTE / TRANSFER STA - CONTRACT SVC / WEB HOSTING
00054 ecomaine	1,727.10	SOLID WASTE / TRANSFER STA - CONTRACT SVC / SINGLE SORT
00629 Irving Oil Marketing, Inc	23.89	Maintenance / Veh/Eq Maint - EQUIP O,R &M / FUEL/OIL
00752 Karen Peterson	101.25	SOLID WASTE / TRANSFER STA - PERSONNEL / MILEAGE
00760 KVCOG	3,126.75	GENERAL GOVT / Grant/Plan - ADMIN / MISC.
00152 Lowe's	12.71	Maintenance / Veh/Eq Maint - EQUIP O,R &M / EQUIP MAINT
00152 Lowe's	94.98	Maintenance / Gen Maint - EQUIP REPLAC / TOOLS
00152 Lowe's	0.51	Maintenance / Bldg Maint - BUILDING O&M / MAINTENANCE
00152 Lowe's	3.70	CEMETERIES / CEMETERIES - PUBLIC WAYS / SIGNS/SUPPLY
00152 Lowe's	28.47	Maintenance / Veh/Eq Maint - EQUIP O,R &M / EQUIP MAINT
00152 Lowe's	104.46	Maintenance / Gen Maint - EQUIP REPLAC / TOOLS
00152 Lowe's	20.88	SOLID WASTE / TRANSFER STA - EQUIP REPLAC / TOOLS
00152 Lowe's	16.98	Rds & Drain / Road Maint - PUBLIC WAYS / SIGNS/SUPPLY
00066 Maine Municipal Association	35.00	GENERAL GOVT / Code Enforce - ADMIN / TRAIN & CONF
00303 MAINE TOWN & CITY CLERKS ASS'N	60.00	GENERAL GOVT / Admin - ADMIN / TRAIN & CONF
00424 Main-Land Dev. Consultants, Inc	3,000.00	CAPITAL IMPR / Roads - CONTRACT SVC / ENGINEERING
00229 Melissa A Small	129.00	COMM SERVICE / Library - EQUIP REPLAC / CAPITAL EQP
00806 Overhead Door Company of Portland	576.48	Maintenance / Bldg Maint - BUILDING O&M / MAINTENANCE
00858 PETTY CASH	19.51	GENERAL GOVT / Admin - ADMIN / POSTAGE
00858 PETTY CASH	1.75	GENERAL GOVT / Admin - ADMIN / POSTAGE
00673 PIKE INDUSTRIES, INC.	53,900.00	Rds & Drain / Road Maint - PUBLIC WAYS / Gravel/Sand
00673 PIKE INDUSTRIES, INC.	471.31	Rds & Drain / Road Maint - PUBLIC WAYS / Gravel/Sand
00261 Quirk Auto Group	528.78	Maintenance / Veh/Eq Maint - EQUIP O,R &M / Dump Truck
00069 Regional School Unit#38	309,458.75	EDUCATION / RSU#38 - ASSESSMENTS / RSU#38 PYMT
00406 SAM'S CLUB	13.98	SOLID WASTE / TRANSFER STA - BUILDING O&M / SUPPLIES
00406 SAM'S CLUB	49.74	Maintenance / Bldg Maint - BUILDING O&M / SUPPLIES
00008 Scott Horne Construction	76,900.00	Rds & Drain / Winter Maint - PUBLIC WAYS / CONTRACT SVC

Warrant 19

Vendor-----	Amount	Account-----
00086 SECRETARY OF STATE (MOTOR VEH)	6,920.43	GENERAL FUND / Motor Veh Fe
00086 SECRETARY OF STATE (MOTOR VEH)	2,481.25	GENERAL FUND / Motor Veh Fe
00047 Shift 4	54.64	SOLID WASTE / TRANSFER STA - ADMIN / OFFICE SUP
00561 Shredding on Site	23.00	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00021 Sonya Clark	67.92	COMM SERVICE / Library - ADMIN / MISC.
00462 STAPLES CREDIT PLAN	62.99	SOLID WASTE / TRANSFER STA - ADMIN / OFFICE SUP
00462 STAPLES CREDIT PLAN	25.96	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00689 Stevenson Solutions, LLC	150.00	CEMETERIES / CEMETERIES - CONTRACT SVC / WOOD/BRUSH
00313 Toshiba Financial Services	449.87	GENERAL GOVT / Office Equip - EQUIP O,R &M / OFFICE LEASE
00100 TREAS., STATE OF MAINE (DOGS)	90.00	GENERAL FUND / Dog Fees Sta
00098 TREAS., STATE OF MAINE (IFW)	302.00	GENERAL FUND / Rec Veh Fees
00032 Troiano Waste Service,Inc	700.00	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TS HAULING
00032 Troiano Waste Service,Inc	75.00	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TS CONTAINER
00871 Union Meeting House	5,000.00	UNCLASSIFIED / NON-PROFIT - ADMIN / MISC.
00295 US CELLULAR	37.08	GENERAL GOVT / Admin - PERSONNEL / TM Mile/Phon
00295 US CELLULAR	37.08	GENERAL GOVT / Code Enforce - UTILITIES / CELL PHONE
00295 US CELLULAR	74.16	Maintenance / Gen Maint - UTILITIES / CELL PHONE
00295 US CELLULAR	37.08	COMM SERVICE / Animal Cntrl - UTILITIES / CELL PHONE
00295 US CELLULAR	36.98	GENERAL GOVT / Admin - PERSONNEL / TM Mile/Phon
00295 US CELLULAR	36.98	GENERAL GOVT / Code Enforce - UTILITIES / CELL PHONE
00295 US CELLULAR	73.97	Maintenance / Gen Maint - UTILITIES / CELL PHONE
00295 US CELLULAR	36.98	COMM SERVICE / Animal Cntrl - UTILITIES / CELL PHONE
00709 WASTE MANAGEMENT OF PORTLAND	2,163.84	SOLID WASTE / TRANSFER STA - CONTRACT SVC / DEMO TIPPING
00709 WASTE MANAGEMENT OF PORTLAND	2,795.00	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TS HAULING
00709 WASTE MANAGEMENT OF PORTLAND	5,612.59	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TS CONTAINER
00709 WASTE MANAGEMENT OF PORTLAND	50.00	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TRASH TIPPNG

Prepaid Total--	10,574.27
Current Total--	481,176.44
Warrant Total--	491,750.71

COMMUNICATIONS

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

Board, Committee, and Commission Minutes

- Cemetery Committee minutes of August 15, 2022
- Planning Board meeting minutes of July 19 and September 13, 2022
- Age Friendly minutes of October 12, 2022
- Conservation Commission minutes of March 8, April 14, June 14, July 12, August 9, and September 13, 2022
- Trails Committee minutes of July 12, 2022

APPOINTMENTS,
REAPPOINTMENTS, &
RESIGNATIONS

TOWN OF READFIELD

OFFICE USE
DATE RECEIVED

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.

Please check one: 1st time appointment re-appointment

Which Board, Committee or Commission

are you applying for?

Budget Committee

Term: 2024

(Lambert's)

Name: Christine Sammons

Phone (H): _____

Street address: 32 P Ridge Rd

Phone (C): 412-779-4368

Mailing address: same

E-Mail: Chris.Sammons63@gmail.com

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

Select Board 6yrs
Work in Financing
Treasurer for Readfield Historical Society

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

I want to start volunteering again.

If you are currently employed, what is your position?

Operations Manager

APPLICATION FOR APPOINTMENT FOR:

Name: Christine Sammons Position: Budget Comm Term: 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!

- 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: Christine Sammons Date: 10/27/22

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.

SELECT BOARD APPROVAL

To _____ of Readfield, in the County of Kennebec and State of Maine: There being a position on the _____ 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

Steve DeAngelis

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)
September 23, 2022 - 10:42am
24.198.172.193

Date

September 23, 2022

Which Board, Committee or Commission are you applying for?
Planning Board

*Alternate
Position*

Yes No

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

Name

George S O'Connor

Street Address

15 Sunrise Lane, Readfield ME 04355

Mailing Address

15 Sunrise Lane, Readfield ME 04355

Phone (Primary)

2074581674

Phone (Secondary)

E-Mail

goconnorrealtors@gmail.com

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

My wife Erica & I have been Realtors since 2016 and being on the buyer or listing side of real estate, the importance of the planning board/code enforcement etc has become very evident to me. I feel that my experience as a Realtor and my desire to have both sides of a transaction reach an agreement will be an asset to the planning board.

If you are currently employed, what is your position?

I am an Associate Broker at Coldwell Banker/Rizzo Mattson Real Estate in Augusta.

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

OLD BUSINESS

Fiscal Year 2023-2024 (FY24) Budget Goals & Warrant Works

Identify three budget goals you have for the Town as a whole, and how they might be accomplished:

1. Goal:

How to accomplish the goal:

2. Goal:

How to accomplish the goal:

3. Goal:

How to accomplish the goal:

Identify three budget goals you have for specific areas or departments, and how they might be accomplished:

1. Goal:

How to accomplish the goal:

2. Goal:

How to accomplish the goal:

3. Goal:

How to accomplish the goal:

Identify any considerations you have for the Warrant or Warrant development process, including schedule, format, Ordinance revisions, etc.:

NEW BUSINESS



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

Application for an On-Premises License

All Questions Must Be Answered Completely. Please print legibly.

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS: Yes <input type="checkbox"/> No <input type="checkbox"/>	

**Section I: Licensee/Applicant(s) Information;
 Type of License and Status**

Legal Business Entity Applicant Name (corporation, LLC): North Shore Restaurant Corporation	Business Name (D/B/A): Weathervane Restaurant & Lounge
Individual or Sole Proprietor Applicant Name(s): June Jennifer Cotnoir	Physical Location: 1030 Main St., Readfield ME 0355
Individual or Sole Proprietor Applicant Name(s): John Anthony Cotnoir	Mailing address, if different:
Mailing address, if different from DBA address:	Email Address: weathervanerestaurantme@gmail.com
Telephone # Fax #:	Business Telephone # Fax #: 207-685-9410
Federal Tax Identification Number: 01-0541893	Maine Seller Certificate # or Sales Tax #: 1056677
Retail Beverage Alcohol Dealers Permit: CARL-2021-13893	Website address: NONE

1. New license or renewal of existing license? New Expected Start date: 12/15/2022
- Renewal Expiration Date: 12/14/2023

2. The dollar amount of gross income for the licensure period that will end on the expiration date above:

Food: \$ 850,000.00 Beer, Wine or Spirits: \$ 400,000.00 Guest Rooms: _____

3. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

- Malt Liquor (beer) Wine Spirits

4. Indicate the type of license applying for: (choose only one)

- | | | |
|--|---|---|
| <input type="checkbox"/> Restaurant
(Class I, II, III, IV) | <input checked="" type="checkbox"/> Class A Restaurant/Lounge
(Class XI) | <input type="checkbox"/> Class A Lounge
(Class X) |
| <input type="checkbox"/> Hotel
(Class I, II, III, IV) | <input type="checkbox"/> Hotel – Food Optional
(Class I-A) | <input type="checkbox"/> Bed & Breakfast
(Class V) |
| <input type="checkbox"/> Golf Course (included optional licenses, please check if apply)
(Class I, II, III, IV) | <input type="checkbox"/> Auxiliary | <input type="checkbox"/> Mobile Cart |
| <input type="checkbox"/> Tavern
(Class IV) | <input type="checkbox"/> Other: _____ | |
| <input type="checkbox"/> Qualified Caterer | <input type="checkbox"/> Self-Sponsored Events (Qualified Caterers Only) | |

Refer to Section V for the License Fee Schedule on page 9

5. Business records are located at the following address:

1030 Main St., Readfield ME 04355

6. Is the licensee/applicant(s) citizens of the United States? Yes No

7. Is the licensee/applicant(s) a resident of the State of Maine? Yes No

NOTE: Applicants that are not citizens of the United States are required to file for the license as a business entity.

8. Is licensee/applicant(s) a business entity like a corporation or limited liability company?

Yes No If Yes, complete Section VII at the end of this application

9. For a licensee/applicant who is a business entity as noted in Section I, does any officer, director, member, manager, shareholder or partner have in any way an interest, directly or indirectly, in their capacity in any other business entity which is a holder of a wholesaler license granted by the State of Maine?

Yes No

Not applicable – licensee/applicant(s) is a sole proprietor

10. Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

Yes No

If yes, please provide details: _____

11. Do you own or have any interest in any another Maine Liquor License? Yes No

If yes, please list license number, business name, and complete physical location address: (attach additional pages as needed using the same format)

Name of Business	License Number	Complete Physical Address

12. List name, date of birth, place of birth for all applicants including any manager(s) employed by the licensee/applicant. Provide maiden name, if married. (attach additional pages as needed using the same format)

Full Name	DOB	Place of Birth
June Jennifer Cotnoir	03/31/2080	Waterbury CT
John Anthony Cotnoir	07/01/2070	Waterville ME
Residence address on all the above for previous 5 years		
Name June Cotnoir	Address: 1030 Main St., Readfield ME 04355	
Name June Cotnoir	Address: 22 Terrace Rd., Readfield ME 04355	
Name John Cotnoir	Address: 1030 Main St., Readfield ME 04355	
Name John Cotnoir	Address: 22 Terrace Rd., Readfield ME 04355	

13. Will any law enforcement officer directly benefit financially from this license, if issued?

Yes No

If Yes, provide name of law enforcement officer and department where employed:

14. Has the licensee/applicant(s) ever been convicted of any violation of the liquor laws in Maine or any State of the United States? Yes No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

15. Has the licensee/applicant(s) ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States? Yes No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: June Cotnoir Date of Conviction: 08/11/2098

Offense: Possession of marijuana Location: Southington CT

Disposition: 200 Hours Community Service - Completed

16. Has the licensee/applicant(s) formerly held a Maine liquor license? Yes No

17. Does the licensee/applicant(s) own the premises? Yes No

If No, please provide the name and address of the owner:

18. If you are applying for a liquor license for a Hotel or Bed & Breakfast, please provide the number of guest rooms available: _____

19. Please describe in detail the area(s) within the premises to be licensed. This description is in addition to the diagram in Section VI. (Use additional pages as needed)

Full service restaurant, serving on 2 floors at 1030 Main ST., Readfield ME - see attached diagram.

20. What is the distance from the premises to the nearest school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel?

Name: Maranacook Community School

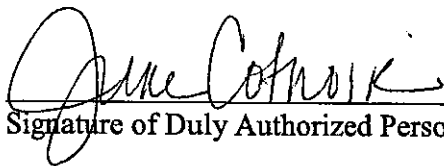
Distance: 0.30

Section II: Signature of Applicant(s)

By signing this application, the licensee/applicant understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Please sign and date in blue ink.

Dated: 11/04/2022



Signature of Duly Authorized Person

June J. Cotnoir
Printed Name Duly Authorized Person



Signature of Duly Authorized Person

John A. Cotnoir
Printed Name of Duly Authorized Person

Section III: For use by Municipal Officers and County Commissioners only

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this on-premises liquor license application.

Dated: _____

Who is approving this application? Municipal Officers of _____

County Commissioners of _____ County

- Please Note:** The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of establishment to be licensed by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

Signature of Officials	Printed Name and Title

This Application will Expire 60 Days from the date of Municipal or County Approval unless submitted to the Bureau

Included below is the section of Maine’s liquor laws regarding the approval process by the municipalities or the county commissioners. This is provided as a courtesy only and may not reflect the law in effect at the time of application. Please see <http://www.mainelegislature.org/legis/statutes/28-A/title28-Asec653.html>

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms.

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located.

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application.

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant.

2. Findings. In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

A. Conviction of the applicant of any Class A, Class B or Class C crime;

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control;

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner;

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises;

D-1. Failure to obtain, or comply with the provisions of, a permit for music, dancing or entertainment required by a municipality or, in the case of an unincorporated place, the county commissioners;

E. A violation of any provision of this Title;

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages.

3. Appeal to bureau. Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. Repealed

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause.

4. Repealed

5. Appeal to District Court. Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

Section IV: Terms and Conditions of Licensure as an Establishment that sells liquor for on-premises consumption in Maine

- The licensee/applicant(s) agrees to be bound by and comply with the laws, rules and instructions promulgated by the Bureau.
- The licensee/applicant(s) agrees to maintain accurate records related to an on-premise license as required by the law, rules and instructions promulgated or issued by the Bureau if a license is issued as a result of this application.
 - The licensee/applicant(s) authorizes the Bureau to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also any books, records and returns during the year in which any liquor license is in effect.
- Any change in the licensee's/applicant's licensed premises as defined in this application must be approved by the Bureau in advance.
- All new applicants must apply to the Alcohol and Tobacco Tax and Trade Bureau (TTB) for its Retail Beverage Alcohol Dealers permit. See the TTB's website at <https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers> for more information.

Section V: Fee Schedule

Filing fee required. In addition to the license fees listed below, a filing fee of \$10.00 must be included with all applications.

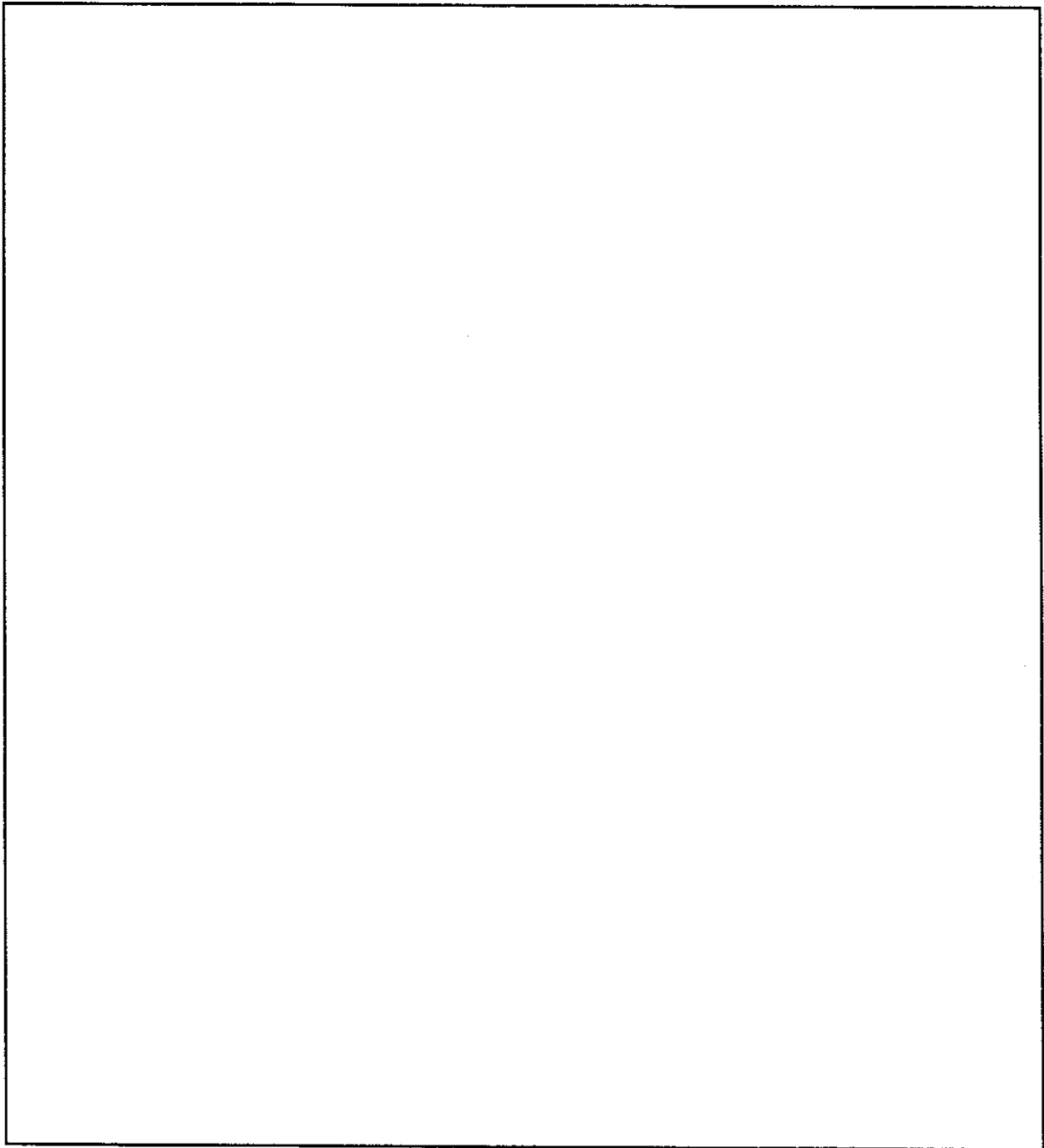
Please note: For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together with the application.

Class of License	Type of liquor/Establishments included	Fee
Class I	For the sale of liquor (malt liquor, wine and spirits) This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers	\$ 900.00
Class I-A	For the sale of liquor (malt liquor, wine and spirits) This class includes only hotels that do not serve three meals a day.	\$1,100.00
Class II	For the Sale of Spirits Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; and Vessels.	\$ 550.00
Class III	For the Sale of Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 220.00
Class IV	For the Sale of Malt Liquor Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	\$ 220.00
Class III and IV	For the Sale of Malt Liquor and Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 440.00
Class V	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Club without catering privileges.	\$ 495.00
Class X	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Class A Lounge	\$2,200.00
Class XI	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Restaurant Lounge	\$1,500.00

Section VI Premises Floor Plan

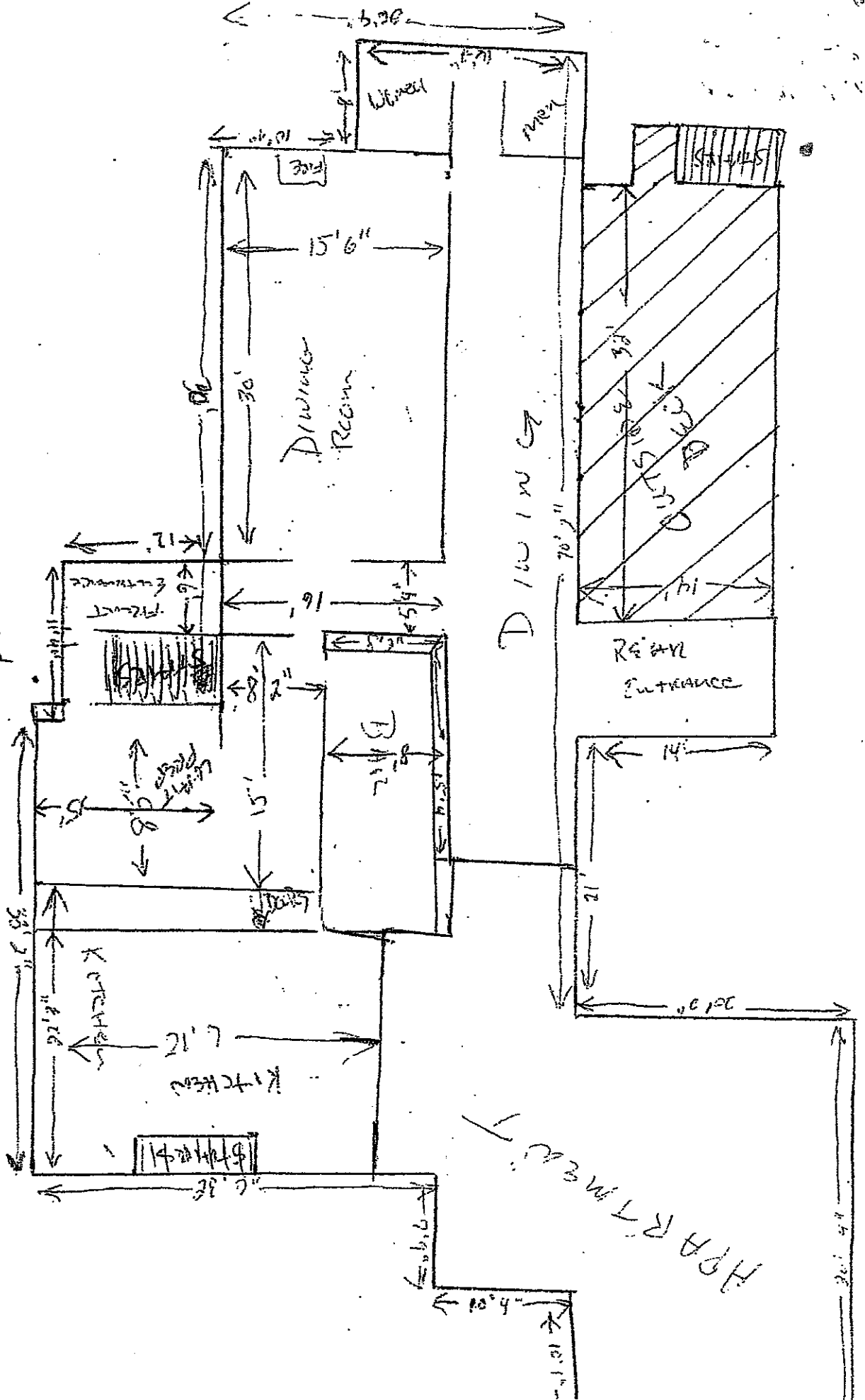
In an effort to clearly define your license premise and the areas that consumption and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premise to be licensed.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the following areas: entrances, office area, coolers, storage areas, display cases, shelves, restroom, point of sale area, area for on-premise consumption, dining rooms, event/function rooms, lounges, outside area/decks or any other areas on the premise that you are requesting approval. Attached an additional page as needed to fully describe the premise.



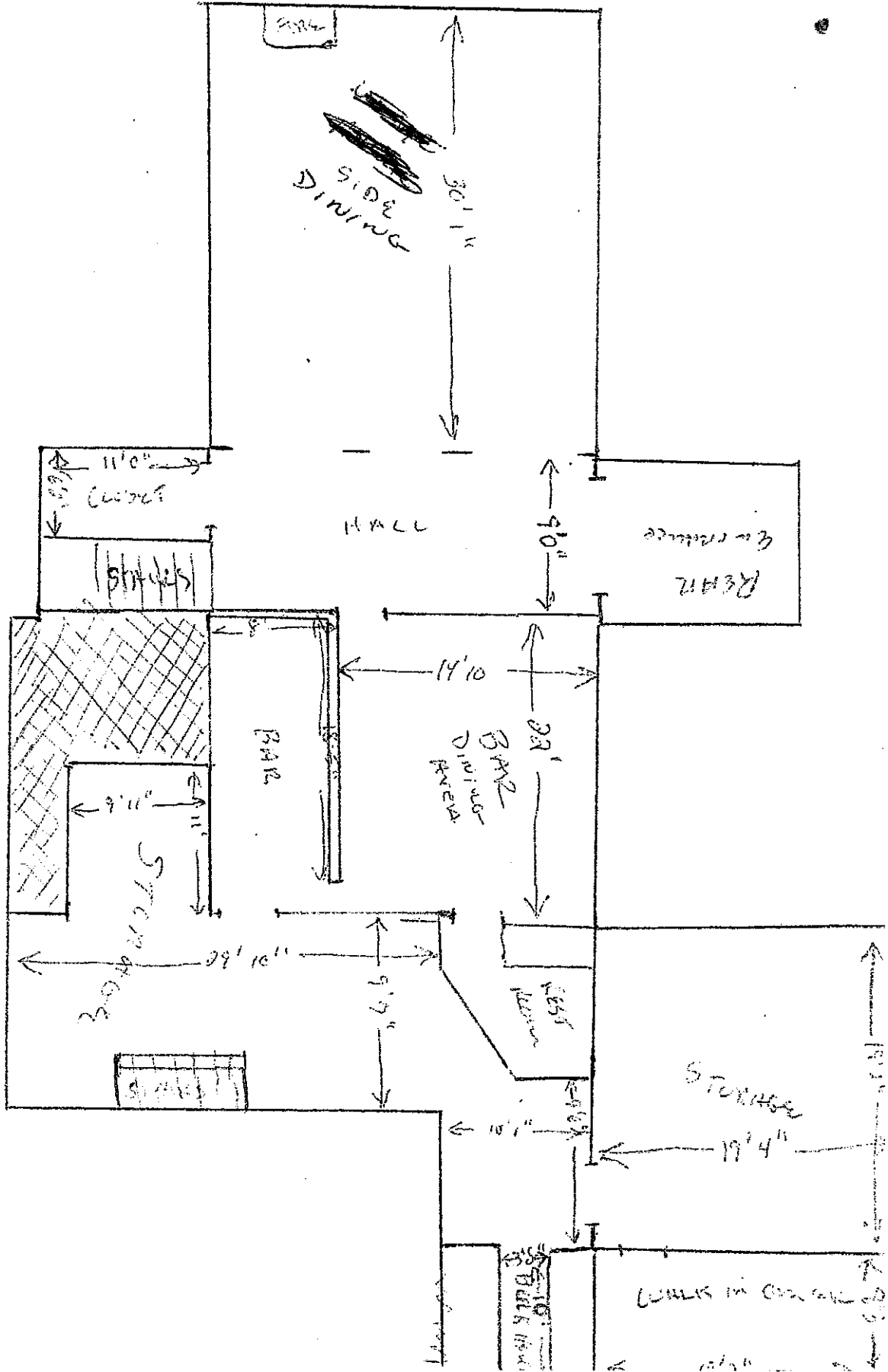
UPSTAIRS

FRONT



DOWN STAIRS

FRONT



Section VII: Required Additional Information for a Licensee/Applicant for an On-Premises Liquor License Who are Legal Business Entities

Questions 1 to 4 of this part of the application must match information in Section I of the application above and match the information on file with the Maine Secretary of State's office. If you have questions regarding your legal entity name or DBA, please call the Secretary of State's office at (207) 624-7752.

All Questions Must Be Answered Completely. Please print legibly.

1. Exact legal name: North Shore Restaurant Corporation
2. Doing Business As, if any: Weathervane Restaurant & Lounge
3. Date of filing with Secretary of State: _____ State in which you are formed: Maine
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:

5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
June J. Cotnoir	1030 Main St., Readfield ME	03/31/2080	President	51.0000
	22 Terrace Rd., Readfield ME			
John A. Cotnoir	1030 Main St., Readfield ME	07/01/2070	Treasurer	49.0000
	22 Terrace Rd., Readfield ME			
	4 Brickyard Cove Rd., Harpswell ME			

(Ownership in non-publicly traded companies must add up to 100%.)

**Readfield Conservation Commission
September 1, 2020**

Mowing Plan, Old Fairgrounds Property

Goals:

- Maintain diverse flowering plant cover for pollinators; emphasis on milkweed for monarchs but we want other species too. Also want other flowering plants throughout the growing season.
- Add some interpretive info in the kiosk to increase awareness.

Field Observations based on Sept. 1, 2020 site visit:

- Existing fields have relatively good flowering plant diversity and abundance.
- Grass spp. and goldenrod are generally dominant in late summer; goldenrod is a good nectar and pollen source.
- There are several patches of common milkweed in the field units, which egg laying sites for monarch butterflies and support the needs of monarch caterpillars.
- Patches of chokecherry (I think) in at least the two southerly field units should be controlled to prevent further spreading. There are different ways to control woody growth: mowing at the appropriate time (when most tissue is aboveground plant parts), hand cutting (probably too many to cut), herbicide.
- Few non-native invasive plants observed

Follow these recommendations if possible:

- Mow in the fall, after Oct. 1, or before May 1. Ideally, mow in the later fall after flowers have set seed and pollinators are inactive (will some areas be too wet?).
- If mowing between May 1 and Oct. 1; avoid mowing patches of milkweed and blooming flowers and survey for monarchs before mowing.
- RCC will monitor the woody growth (chokecherry) in the fields and take action as necessary.
- Target shrubby patches for mid-late summer mowing to help eliminate.
- Mow sprouting poplar saplings in the field unit south of the ballfield to prevent encroachment of woody growth into field and shading of field plants. RCC will cut ones that can't be mowed down.
- Rotate mowing; half of area in year 1, half in year 2.
- Monitor results and adapt management to maximize plant diversity. Post sign in kiosk to explain mowing plan.
- Use a minimum cutting height of 10-12 inches. Mow at slow speeds to allow wildlife to escape prior to mowing.
- Don't mow from outside/perimeter of field to center, this corrals small animals and ultimately kills them. Mow from center outward.
- Shrubby edges provide valuable habitat for nesting birds but want to limit their encroachment in the field.
- Avoid mowing before native plants have flowered and gone to seed.
- Avoid mowing the entire field at once. Leave unmowed areas (e.g., half or 2/3 of the site) to provide refugia for insects and wildlife. Could rotate mowing; half of area in year 1, half in year 2.
- If there are noxious weeds or invasive plants we want to control/eliminate, can mow those areas more frequently

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READFIELD TRANSFER STATION FEE SCHEDULE

RECYCLABLES, HOUSEHOLD WASTE (MSW), SCRAP METAL, RETURNABLES, AND BRUSH

FREE - No charge to authorized Residents or Licensed Commercial Haulers

SPECIAL WASTE MATERIALS

Bulky Waste ^:		\$ / Item
Large fiberglass or plastic (Must be under 8' in length)		
		\$35
Shower		
		\$15
Tub		
		\$20
Sofa with NO built-in bed/recliner		
		\$25
Sofa with built-in bed/recliner		
		\$35
Stuffed chair or Section		
		\$10
Chair recliner		
		\$25
Mattress or Futon	Twin	\$15
	Full	\$20
	King / Queen	\$25
	Crib	\$5
Box Spring		
		\$8
Toilet		
		\$8
Porcelain sink		
		\$4
Rugs:	Small(4x6)	\$5
	Medium(5x8)	\$8
	Large(8x12)	\$10
	Ex.Large(12x12)	\$15

^ Fees for items not included above are at the discretion of the Attendant and may be assessed as Demolition Debris.

Universal Waste:		\$ / Item
Computer Tower		
		\$5
Printer, Fax Machine, Scanner		
		\$3
TV or Monitor (Less than 24" screen)		
		\$5
TV or Monitor (24" screen or larger)		
		\$8
Smoke Detectors		
		\$10
Lead Acid Batt. (Car, Truck, etc.)		
		FREE
Rechargeable Batteries *		
		FREE
Fluorescent Bulb		
		FREE
Mercury Containing Device		
		FREE

* Alkaline batteries can be disposed of with your bagged household waste.

White Good (Large Appliances):		\$ / Item
With Freon (AC units, refrigerators, etc.)		
		\$10
Without Freon (stoves, etc.)		
		FREE

Re-Usable Items:		\$ / Item
Clothing, Shoes (Use Apparel Impact Bin)		
		FREE
Misc. Household Items (Use Swap Shop)		
		FREE

Hazardous Waste:		\$ / Item
Special Collection Days Only		
		FREE

L. P. Gas Tanks		\$ / Item
1 Pound		
		\$1
10 to 20 Pounds		
		\$2
30 Pound		
		\$3
100 Pound		
		\$10
Helium Gas Tanks		
		\$4

Waste Oil:		\$ / Item
Waste Oil (no other fluids)		
		FREE

Shingles		\$ / CuYd.
Asphalt Shingles only		
		\$65

Tires:		\$ / Tire
Up to 22" Passenger		
		\$4
Oversized Passenger		
		\$10
Tractor Trailer Tire		
		\$22
Farm Equipment Tire		
		\$55
Skidder, Loader, OTR		
		\$110

Paint:		\$ / Item
Household Pant		
		FREE

DEMOLITION DEBRIS (Lumber, Sheetrock, PVC, Misc. Household Items)

Cost per Cubic Yard ^	Pick-ups					Trucks			Trailer Loads			
	Compact		Full Size			1.5 Ton 4-6 cy	2 Ton to 6 Wheel 6-10 cy	6 Wheel 10-14 cy	Under 27 Sq. Ft.	27 to 41 Sq. Ft.	42 to 54 Sq. Ft.	55 to 68 Sq. Ft.
	Standard 1.5 cy	Long 2 cy	Short 1.5 cy	Standard 2 cy	Long 2.5 cy							
\$45												
Full Load	\$68	\$90	\$68	\$90	\$113	\$270	\$450	\$630	\$135	\$203	\$270	\$338
2/3 Load	\$45	\$60	\$45	\$60	\$75	\$180	\$300	\$420	\$90	\$135	\$180	\$225
1/3 Load	\$23	\$30	\$23	\$30	\$38	\$90	\$150	\$210	\$45	\$68	\$90	\$113

Barrels & Plastic Bags of Demo *	\$ / Item
Large Barrels/Bags (50 Gal)	\$11
Medium Barrels/Bags (30 Gal)	\$7
Small Barrels/Bags(15 Gal or less)	\$3

^ Fees are calculated based on actual volume and the schedule is only a guide

* Multiple bags (more than 2) will be charged by the cubic yard

NOTES AND EXPLANATIONS

Minimum Fees and Why We Charge for Some Items:

There is a minimum \$3 fee for any and all demolition debris, bulky waste, and other special waste. The fees associated with these items marginally cover the cost of disposal and are in place to ensure personal accountability for special waste disposal and that these items are not paid for by taxpayers.

Fee Schedule Establishment and Changes:

The current Fee Schedule is effective 1/1/2023. All fees and conditions are subject to changes adopted by the Readfield Select Board upon recommendation of the Solid Waste and Recycling Committee, in accordance with Ordinances and Interlocal Agreements adopted by voters.

Payment Methods:

Electronic Payment - The Transfer Station accepts electronic payments but transaction fees are paid by the cardholder.

Checks - The Transfer Station accepts checks for less than \$250 at the discretion of the Transfer Station staff.

Receipts - A receipt will be issued for all fees collected.

Transfer Station Conduct:

See an Attendant before dropping any waste or if you have any questions about how or where to dispose of items. Everyone at the Transfer Station must be respectful to staff and other users and follow all rules of the facility. Inappropriate behavior may result in temporary or permanent restriction of access. Transfer Station staff will make decisions to accept or reject materials, to assess disposal charges, and to verify payment of appropriate fees. Disagreements over these matters may be brought to the Transfer Station Manager or Town Manager.

Readfield Select Board

November 14, 2022

Item # 23-054



August 1, 2019

Proven Expertise and Integrity

XXX
XXXX
XXXXX
XXXXXX

Dear XXX,

This letter is being furnished to summarize our recent conversation regarding the audit and the questions that have come up during the pre-audit which you have asked in regard to year end carryforward balances. Specifically, it has been asked what best practice would be to carry funds forward over multiple fiscal years for specific projects.

We offer the following in response to the question posed to us:

1. The General Fund is the general operating fund of the Town. It is used to account for all financial resources except those required to be accounted for in another fund.
2. Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.
3. Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital assets.
4. Permanent Funds are used to account for assets held by the Town that are legally restricted pursuant to Title 30-A, §5653 of the Maine State Statutes, as amended, and unless otherwise specified, only earnings, and not principal, may be used for purposes that benefit the Town or its citizenry. The Town's policy for authorizing and spending investment income follows State statutes.
5. Funds that are approved to be held in a fund other than the general fund will not need to be budgeted for or approved to be carried forward each year since they automatically will carry year to year until the project is completed or no longer needed.
6. Funds that are to be carried forward in the general fund are typically one-time assignments that are carried based on policy and approval from the governing board. Funds that are to be carried for multiple years are typically set up in a separate fund, which will allow for the revenues and expenditures be shown separate from the operating budget.

We believe the best practice, as cited above, to be very specific regarding the handling of municipal funds.

Based on the audit to date and the results of our test work, we believe some better practices could and should be implemented by the Town with the various assignments of funds within the General Fund.

We would be more than happy to discuss this matter in further detail with you and all interested parties.

Please do not hesitate to call us at 800-300-7708 with any questions you may have regarding this letter.

Very Best,

XXX

Town of xxxx
Scholarship Fund-REVISED
Approved by the Town Council 2-16-2016

Purpose:

The Town of xxxx, Parks and Recreation Scholarship Fund ("Scholarship Fund") is established to benefit those community members/households who would like to participate in Parks and Recreation programs, but, due to economic circumstances, are not able to pay their total cost in program registration fees ONLY. Day Camp, Day Camp Trips, Day Camp Before and After Care and Special Events are NOT INCLUDED.

An award may be made from the Scholarship Fund toward the registration fee of a specific program applied for by the applicant's household. Awards may be made up to 100% for all program registration fees (excluding KID'S CLUB) but not to exceed an annual household award of \$300.00. Awards for KID'S CLUB registration fees will be made at a maximum of 25%, not to exceed a total combined annual household award of \$500.00.

Guidelines:

This Scholarship Fund would be funded mainly by fundraising efforts by the Parks and Recreation Department and community and private contributions.

All financial transactions will be executed, reconciled and audited with the Town of xxxx's finances.

The Administrators for this program will be the Recreation Conservation Committee (if active), with recommendations from the Recreation Director and the Recreation Administrative Assistant, with final approval of the Town Manager (or their official assigned designee).

Process:

Applicants for this scholarship must fill out an application at least 1 month prior to the official start date of the program they are applying for, to allow for proper financial verification and processing. Eligibility will be determined for a single program application. Program eligibility is not intended to be retroactive.

The scholarship applicant must provide proof of the household's financial hardship including a letter stating their need, circumstances and/or reasons for such, as well as any valid documentation.

Eligibility will be determined by taking into consideration the household's participation and full compliance with in the following programs (as applicable):

Targeted Assistance for Needy Families (TANF)
Food Stamps (SNAP)

Once the Recreation Conservation Committee (or other Administrators) have determined eligibility and approve an award, the application will be submitted to the Town Manager (or their official assigned designee) for final approval.

Applicants will be notified of eligibility determination in writing within 48 hours of the Town Manager's final approval but no later than the day prior to the beginning of the individual program in which they are interested.

Upon approval from the Town Manager, any requests for funds will be submitted to the Finance Department and will be processed as soon as possible according to their policies and procedures.

OTHER BUSINESS

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FYI

How Spectrum Generations helped the

Town of Readfield

in our most recent fiscal year:



Provided services to **67 unduplicated** Readfield residents.



618 meals delivered through Meals on Wheels.



Aging and Disability Resource Specialists provided **42 hours** of outreach, counseling on topics including elder abuse, prescription, drug coverage, and long-term care to **25 people**.



3 residents volunteered **356 hours** of their time supporting Spectrum Generations.

Spectrum Generations is the
Central Maine Area Agency on Aging,
501 (c)(3) Tax ID: 01-0318051.

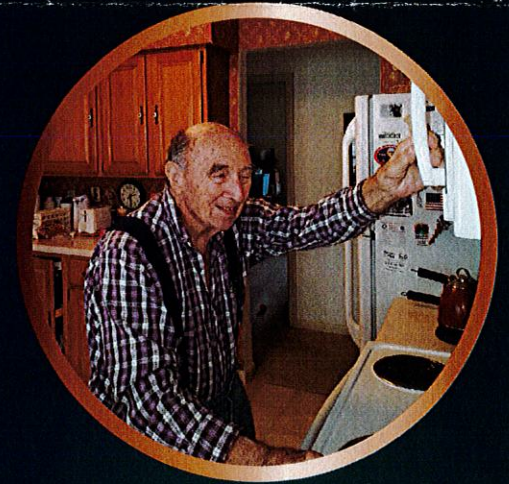
*Data is from services provided during the period (10.1.21 - 9.30.22).

Belfast | Brunswick | Camden | Damariscotta
Hallowell | Skowhegan | Waterville

Help Line: 1.800.639.1553 | spectrumgenerations.org

spectrum
generations

Your support
changes lives!



"This program has been life and health changing for both of my parents, and they absolutely love the meals they receive. My father can barely use his hands and is in extreme pain from the arthritis but continues to care for my mother on a daily basis at their home with help from our family. It had become very hard for my father to cook meals at home due to his health issues.

"What a godsend Meals on Wheels is for my parents, and we will continue to support this program long into the future so others in the same situation, as my parents, can receive the amazing benefits from Meals on Wheels.

~ Amy, Waldo, Maine



Helping Our Community Become Silent No More



November 2, 2022

Town of Readfield
8 Old Kents Hill Road
Readfield, ME 04355

Dear Community Members:

We at the Sexual Assault Crisis & Support Center (SAC & SC) would like to thank the Town of Readfield for your generous donation of \$909.00 -check # 71833.

Your support will go a long way in our efforts to provide survivors of sexual trauma the opportunity and means to recover. Through the support of community members joining our agency and one another, we are raising awareness and declaring "We Will be Silent No More!" against sexual violence.

Your ongoing support of SAC & SC is valued and appreciated more than you know.

Best wishes in the year ahead!

Warm Regards,

Donna Strickler
Executive Director
director@silentnomore.org
(207) 377-1010 Ext. 111

www.silentnomore.org

P.O. Box 417
Winthrop, ME 04364
Admin: 207-377-1010
Fax: 207-377-1013

Partially Funded by



Maine Dept. of Health and Human Services

24-Hour, Confidential
Sexual Assault Support line
1-800-871-7741

Cemetery Committee Meeting Minutes

August 15, 2022

Present: Brenda Lake, Marianne Perry, Warren Norris, Ben Rodriguez, Tom Molokie, Karen Peterson, Grace Keene (Acting Chair), Lee Livingston, Pam Osborn

Excused absence: Andy Tolman

Meeting Minutes for Prior Meeting: Minutes for June were reviewed. Karen made a motion to accept the minutes, Brenda seconded. There were minor changes and minutes were unanimously approved with these changes. Approved minutes will be submitted to Town Clerk.

Meeting location was changed to Readfield Corner Cemetery on Church Street to accommodate Sexton's desire to show us progress on gravestone repairs and demonstrate to committee the process.

There was no July meeting.

Sexton's Report by Ben Rodriguez

Ben reported that of FY 21 money there is about \$9,000 remaining. Tree work money will be rolled over into next fiscal year.

The bare sod at the Case Cemetery has grown back. The grub and subsequent grub predator damage has healed. Ben will monitor the area and get opinions from the Turf Doctor or similar vendor. Marianne asked that we watch the application of toxic chemicals.

Ben is still trying to verify Mark Railo's status as a veteran. Town office records lean toward not a veteran, but Ben was directed to get with the Maine Veteran Registry to see if there is confirming information.

Old Business

Tom mentioned that he reached out to the Karsten family to find out their intent on repairs to the Kents Hill gravestone that has fallen over due to faulty foundation and eventual failed repair by the family. He reports that the family has been contacted and that they are aware of the responsibility of the family to affect the repairs. Discussion turned toward avoiding this in the future. Lee noted that in other cemeteries where he was involved, that the town stipulated the stone foundation specifications. Ben pointed out that the town's rules require that the family employ their monument provider's best practices.

Karen proposed that we reach out to the monument companies to get their design or specifications to be used in creating a rule for the select board to review and possibly amend the current town rules. Tom asked for help in going to the monument companies to get their specifications and costs for foundations.

New Business

Discussion turned to the deer damage done to the Reflecting Garden at the Readfield corner Cemetery. Marianne noted that the deer are ravenous and with the recent planting of valuable flowers and shrubs protecting them should be a priority. The Sage and Cleome seemed resistant and that resistance should be the future focus although even the deer-resistant species are not immune to the deer appetite. Discussion turned to physical methods that are not intrusive nor expensive to deter the deer. A stop gap method was proposed by Ben and Warren. Six foot fencing posts would be erected around the garden and clear high-test fishing line strung around the site. [This was installed the next week with Ben to report on its effectiveness.]

Darlene La Valley and Doug Ferris are going to check the veterans' lists and get any additional information for our town's documentation of each veteran interred.

Tom asked if first responders are flag/flag holder worthy. Karen and Ben noted that the state requires the placement of flags and flag holder for the veterans. There is no requirement for the other placements. The worthiness of other groups is not mandated and would likely be up to towns to decide. Nothing stops individuals and families from decoration of their loved ones gravesites, aside from town's rule.

Stacey Partridge asked about placing another memorial bench near the Reflecting Garden. This begged the question of was the committee interested in allowing unfettered placement of private memorials other than grave markers in the public places. Discussion was tabled.

Ben indicated that the town has let an RFP for the Church Rd. road and culvert repair which will encompass the ditch by the cemetery wall that is canted.

Walk-through with the Sexton

- Ben showed us the various stone repairs that he and Collette Stone Repair made.
- Ben pointed out a mortise and tenon repair.
- He indicated Lithomax is used to make repairs.
- Ben suggested a yearly budget for replacing small flat markers with research necessary to identify the interred individual.
- Ben is developing a repair training program that would involve the committee (and possibly the Readfield Historical Society) to give them hands-on appreciation of the repairs.

Next meeting is September 19th, 2022. No location specified.

Tom moved to adjourn the meeting. 2nd by Marianne, discussion waived by chair. Chair adjourned the meeting at 11:37 AM.

Respectfully submitted,

Warren Norris
Cemetery Committee

Readfield Planning Board

Meeting Minutes of July 19th, 2022

Planning Board Members Present: Paula Clark (Chair), Jack Comart, Don Witherill, Bill Buck, Noel Madore, Jan Gould, Henry Clauson

Excused:

Others Attending: Chip Stephens (CEO), Anjelica Pittman (Board Secretary), Deb Casale, Kurt. Dan Hildebrandt

Meeting called to order by Paula at 6:30PM

Public Meeting:

1149 Main Street – Happy Camper Cannabis:

This new application proposes a new retail Care Giver Medical Cannabis Retail store. The building has previously been used for retail, as a restaurant, and currently houses two dwellings, each with 2 bedrooms, and a small space set aside to be used for commercial/retail. The property is located at 1149 Main Street in the Village District identified on the Assessors map 120, lot 039.

Site review required, marijuana license through the town, once approved by the PB, it must be permitted by the Select Board. The Planning Board will take an initial look for completeness this evening, if application is complete, the Board will schedule the Public Hearing, notify abutters, and schedule a second review.

Deb Casale gave a synopsis of her plans for her Medical Marijuana Retail store, explaining that her farm is in Anson, which is where any growing would take place. Her store, should it be approved, would operate from 10am to 6pm everyday excluding Tuesdays and Wednesdays. Deb Casale also noted that there will be a Simply Safe Security System installed, as well as proper lighting and ventilation/air filtration system (to alleviate any potential odor). She stated that no cultivation will take place on the premises. There are also two separate doors designated exclusively to enter and exit the retail shop. There is currently one family residing in the building, with the other dwelling vacant. Dan Hildebrandt is the current owner of the building.

No lease/letter of intent or purchase or sale agreement for the building to demonstrate right, title or interest has been done between Deb Casale and Dan Hildebrandt as of the meeting because they are awaiting the outcome of this application to proceed. The building is currently listed for sale, which should not affect this application because the property is an investment building and would be sold as such; any purchaser would, according to the current owner, have to honor any existing lease within the building until the lease period ends. Current tenants have a one year lease; a commercial lease would be three years, according to the owner. Deb Casale and Dan

Prepared by Anjelica Pittman, Board Secretary (approved)

Readfield Planning Board

Meeting Minutes of July 19th, 2022

Hildebrandt have already discussed her options of either renting the retail space alone, possibly renting the vacant dwelling, and/or purchasing the building once she is settled in and successful in the retail shop. Deb Casale also discussed her adoration of Readfield, possibly considering buying a home as well here in the future.

As for parking, there is parking in front of the building already and Dan Hildebrandt pointed out there are an additional 6-8 spots behind the building that could be used if Deb Casale chooses also to rent the vacant dwelling upstairs in the building. Current tenants should not be negatively affected by the retail store due to the available parking and odor filtration system. The owner stated that he would alert the tenants to the new use. The leach field is shared between the building, the Fire Department and the Library. According to the owner there is ample water as the consumption currently is very low with the current tenants.

Signage will be minimal and discreet, there will be one sign in the window displaying the stores logo, and possibly a medical marijuana cross light, but otherwise Deb Casale already uses an application called “Leafly” which allows users/shoppers to find Medical Marijuana retail locations, without the need for flashy advertising.

- Jack **motioned** to find the application complete subject to a letter of intent to enter into a lease signed by both parties, schedule a public hearing and notify abutters, Bill **seconded**, **vote 7-0** in favor.

Old Business:

Review prior meeting minutes:

Meeting minutes of 12/14/21

- **Motion** made by Noel to approve, **seconded** by Don, **vote 7-0 in favor**

Meeting minutes of 3/29/2022

- **Motion** made by Henry to approve, **seconded** by Jack, **vote 7-0 in favor**

Meeting minutes of 04/12/2022

- **Motion** made by Noel to approve as amended with discussed edits, **seconded** by Don, **vote 7-0 in favor**

Meeting minutes of 05/24/2022

- **Motion** made by Henry to approve as amended with discussed edits, **seconded** by Jack, **vote 7-0 in favor**

Prepared by Anjelica Pittman, Board Secretary (approved)

Readfield Planning Board
Meeting Minutes of July 19th, 2022

Meeting adjourned by Paula at 7:52pm

Readfield Planning Board

Meeting Minutes of September 13, 2022

Planning Board Members Present: Paula Clark (Chair), Jack Comart, Noel Madore, Jan Gould, Bill Buck

Excused: Don Witherill, Henry Clauson

Others Present: Chip Stephens (CEO), Anjelica Pittman (Board Secretary), Debra Casale, Kurtis Guyer

Meeting called to order by Paula at 6:30pm

New Business:

New Application: Completeness Determination:

Debra Casale d/b/a Happy Camper Cannabis, proposes a new Medical Cannabis (care giver) retail store. The building contains two dwelling units upstairs and a retail space on the first floor for a commercial/retail use. The property is located at 769 Main Street in the Village District identified on the Assessors map 128, lot 070.

Debra briefed the Planning Board members on this new location for her retail shop. The location has ample parking both in-front and to the rear of the building. She plans to lease the building and maybe purchase the building in about a year.

Debra will be installing security cameras. While there are apartments on the second floor of the building, there will be no access to the shop from those apartments. The apartments are currently vacant.

Debra plans to sign a one year lease as soon as the building owner returns from vacation. The building has been taken off the real estate market, pending entering the lease agreement. The current owner has already done some cleaning of the site removing garbage and debris.

Jack recalled issues with the existing septic system and asked if there is an up to date HHE200 that show that the system can accommodate the proposed usage. He also asked if the first floor bathroom was proposed to be used. Chip responded that the septic issue has been resolved. Debra responded that the bathrooms would be for private use only and not open to the public.

Paula explained that the applicant must file both a Site Review Application and an application for a marijuana establishment. If approved by the Planning Board, the application will move on to approval by the Select Board. If the application is found complete tonight, abutter notifications will be sent out and Public Hearing can be scheduled.

Noel noted that he thinks the Depot is a great location for this establishment. Henry sent an email to the Planning Board (as he was excused absent for the meeting tonight) with a couple concerns

Prepared by Anjelica Pittman, Board Secretary (approved)

Readfield Planning Board

about the location, such as the proximity to the Historical Society, residences, the Railroad tracks where the school buses stop, and the old ballfield. (Apparently, the ballfield is no longer used as a ballfield.) Paula encouraged Planning Board members to review the standards for permissible locations for marijuana establishments under Readfield's marijuana ordinance.

Jack made a motion to find the application complete, set up Public Hearing, notify abutters, and conditioned proceeding with the application on a lease or other documentation of right, title and interest. Bill seconded, 5-0 vote in favor.

Debra did request that she be considered for the next scheduled Planning Board meeting. The Board agreed to keep that in mind, however there may be other issues on the schedule for the next scheduled meeting.

Old Business:

Comprehensive Plan Committee: Paula and Matt Nazar are taking the lead on the LUO section of the new Comprehensive Plan. As an example of a policy that the Planning Board might want to discuss, Paula noted that the previous Comp Plan made a conscious decision to discourage commercialization of and preserve the rural character of Route 17 and other major roads, through zoning rural residential. Information concerning the Comp Plan will be put out in advance for the board to review.

Morash application: Paula updated the PB on the status of the Morash application and appeal. The Board of Appeals remanded the Planning Board's decision and asked the board to expand their findings of fact and the section that explains the Planning Board's decision. A revised version is being worked on by Paula and Jack. They are hoping to have it ready by the September 27, 2022 meeting. They will be providing additional details that support the Planning Board's decision without introducing any new information or evidence. Paula and Jack have met with Kristen Collins, the town attorney, about the revised decision. Kristen will also be reviewing the draft they put together. Noel mentioned the letter from the state on Shoreland zoning may be helpful.

Annual Board Seat Selections: The board discussed and considered elections of officers for the Planning Board. Ultimately it was decided to move forward with the elections. Board members were happy with the current structure and chose to continue with the same going forward.

- Noel **motioned** to nominate Paula as Chair. Jan **seconded**, **4-0 vote in favor** with Paula abstaining from the vote.
- Noel **motioned** to nominate Jack as Vice- Chair, Jan **seconded**, **4-0 vote in favor** with Jack abstaining from the vote.

Readfield Planning Board

The board also discussed pushing the Morash meeting to an October date, or scheduling a special meeting so as to fit Debra Casale of Happy Camper in at the next meeting. They will discuss and schedule with Chip over the coming week or two.

Meeting adjournment made by Paula at 7:10pm

Approved Minutes of Age Friendly Committee Meeting October 12, 2022

Present: Steve DeAngelis, Ed Dodge, Eric Johnson, Elaine Katz

Regrets: Maggie Edmondson, Marianne Perry

Minutes of September 14, 2022 were Approved

Follow-ups:

1. Event Planning for November 1 Theater Event 3 pm in Giles Hall

Flyers have been distributed. Ed suggested that we see if this will be publicized on Channel 7 – Elaine will ask Eric.

Melissa has requested assistance for set up at 2 pm. Both Steve and Eric volunteered to help with this.

Marianne and Maggie have offered to bring cookies/bars.

Melissa will provide cider.

2. AFC presence at November 8 election

Everyone agreed this would be another opportunity to promote our current Handy Helper program and also to assess interest in future programs such as Senior Café and Readfield U.

Eric volunteered to cover the table from 8 – 2 pm.

Ed will check his schedule.

Elaine will ask Kristen to bring the table and covering.

We need to bring the current Handy Helper flyers as we will not have updated ones yet and also sign up sheets for potential volunteers.

3. Smoke detector distribution program – a detailed discussion ensued regarding how installation could be provided. The suggestion was made to look at our current Handy Helper List to see

if we can reach out to electricians/carpenters who would be qualified to perform installation before offering this program. Also included in the discussion is the

importance of offering carbon monoxide detectors and propane detectors. This is a project that requires more discussion.

4. Senior Café – Steve spoke with Rick Sirois, Middle School Principal. He expresses enthusiasm for restarting this program. This week he will be bringing this concept to the Middle School Leadership Committee and students to assess the level of interest. Principal Sirois also suggested that AFC members participate in this program to stimulate more interaction between students and community members perhaps in the

formal of doing 5 minute story times. Steve and Eric will be communicating with Rick to see how we can move forward with this project. If possible, it would be great to be able to publicize this at the AFC Election Table.

5. Technology Assistance Program at the Library – this is already in progress. We are still hoping to find a Tech Helper that we can add to our Handy Helper List of volunteers.

6. Comprehensive Planning Committee did not meet in September so there are no updates/

7. No news from NDN program

8. No final word on cabinet space – will follow up with Kristin

New Business:

Marianne will invite Jim Tukey to our November meeting to update the AFC on the progress on the Vestry and Meeting House.

Meeting Adjourned 9:50

Next meeting: November 9

Respectfully submitted,

Elaine

Readfield Conservation Commission Meeting Minutes
Tuesday, March 8, 2022

Present: Bruce Hunter, Jerry Bley, Marty Hanish, Stephanie Donaldson, Andy Walsh
Excused: Greg Durgin
Guests: Harold Burnett (Town Forester), Jaron Shaw (Town Forest abutter), Tim Sniffen, Bob Mohlar

RCC Meeting Minutes – Jerry B. motioned to approve the February 8, 2022 RCC meeting minutes with revisions; seconded by Bruce H.

New Business

Damage to Shaw Property, Belz Road – Harold Burnett (Town Forester) and Jaron Shaw (Belz Rd. abutter to Town Forest) spoke regarding damage to a portion of the town forest access road near the Belz Road gate during recent tree harvesting activities. The damage was caused by the coming/going of heavy equipment over approximately 200 ft. of the access road that is located on property owned by Mr. Shaw. Wet road conditions likely contributed to some of the damage. Mr. Shaw was also concerned by the logger's behavior and other actions following comments about the property damage by Mr. Shaw. Mr. Burnett indicated that he was satisfied with the quality of tree harvesting work by Mr. Hayford. Access road and trail repairs (Center Lane and access road to log landing area) will be done by Alfred Lucas. The repair work will include grading, fill (as needed), and seeding. Fill will be underlain by geotextile fabric for soil stability. Mr. Shaw will have an opportunity to inspect repairs on his property to ensure they meet expectations.

Review of Fairgrounds Concept Sketch – RCC members commented on a concept sketch for the Fairgrounds (dated 2/24/2022) by RS Leonard. A. Walsh asked if any alternative layouts for the new ballfield and amenities were considered by the landscape architect. Jerry B. indicated that the only plans are RS Leonard's concept sketch and the proposed ballfield plan by Main-Land. Jerry B. questioned whether the concession stand could be moved from the #5 location on the concept sketch next to the proposed basketball court to a location closer to the ballfields (#7 or #9). Jerry B. stated that RS Leonard suggested that a "pollinator garden" could be sited in the field between the west swale and the new ballfield (south of #7). The pollinator garden would feature a variety of native plants and be managed by periodic mowing. Marty H. suggested that infrastructure incorporated into the design, such as walking trails, will help secure the remaining area from future development. Marty H. also stated that the budget for project must consider future management and maintenance needs for the proposed increase in recreational development on the property. It was also recommended that management prohibit the use of pesticides/herbicides on the property. A. Walsh recommended that wetlands north of the existing parking lot and adjacent tree line be fully delineated to determine wetland impacts from whatever concept plan is chosen. A. Walsh also raised a concern regarding how much tree removal would be required by the plan. Tim S.

suggested that RCC offer a favorable opinion of the RS Leonard's ballfield concept plan to the Select Board with the condition that the extent of wetland impacts be determined. Bruce H. suggested that a site visited be scheduled within the next couple weeks to assess the extent of wetlands and drainage, especially near the proposed basketball court.

Marty H. gave RCC a summary of previous budget committee discussions relevant to the Fairgrounds development proposal. He suggested at the budget meeting that any surplus funds in the project budget be used to replace lost conservation values. Marty H. also provided an update on the town's Open Space fund. Funds from the OS plan could be used as seed money (supplemented by grant dollars) for fee or easement purchases of land for conservation purposes. Tim S. reminded RCC that the town has an Open Space Plan that was approved by the town in 2006.

Town Bird Walk – Tim S. is organizing a public bird walk in early to mid-May and is looking for potential local birders to lead the outing. The walk will be scheduled for two hours (give or take); site location to be determined.

Old Business

Vernal Pool Project – Bruce H. will contact Aram Calhoun to schedule a date to discuss the Maine vernal pool Special Area Management Plan (SAMP), which is an alternative mitigation tool for vernal pools impacted by development.

Meeting adjourned at 8:30 p.m.

Submitted by Andy Walsh on November 6, 2022

Readfield Conservation Commission Meeting Minutes
Tuesday, April 14, 2022

Present: Bruce Hunter, Jerry Bley, Marty Hanish, Stephanie Donaldson, Andy Walsh, Greg Durgin
Guests: Tim Sniffen, Bob Mohlar

RCC Meeting Minutes – Bruce H. motioned to approve the March 8, 2022 RCC meeting minutes; seconded by Jerry B.

New Business

Proposed Pollinator Garden, Fairgrounds Property (FG) – Jerry B. recommended that the pollinator garden be budgeted into the overall FG project (Community Park and Conservation Project) and to create the garden when the ballfield/multi-use courts are being constructed. Approximately \$5,000 is currently budgeted for the pollinator garden. Stephanie D. and others expressed interest in helping to develop the garden. It is anticipated that the pollinator garden will be a community effort, both in selecting/maintaining the native plantings and garden infrastructure (walkway, fencing, etc.). The Age Friendly Community Committee and/or Maranacook School may have interest in participating in garden design and upkeep. Marty H. suggested that access to the pollinator garden be designed with older community members in mind. Tim S. mentioned that a water source will be needed and that a proposed well may be located near the new ballfield access road. Electricity will be extended to the ballfield, though the purpose isn't clear (lighting?). Andy W. mentioned that the remaining meadow/fields on the FG also support pollinators and management to sustain this resource should continue.

Given the loss of some valuable natural resources on the FG property, Bruce H. recommended that RCC request a formal statement that the remaining natural resources on the property will be protected and maintained for conservation purposes (i.e., no further development). Marty H. recommends a long range plan for the FG. Greg D. mentioned that Shawn Keegan (SB member) suggested that a committee be formed when the project is finished to update the FG management plan. Jerry B. recommended that RCC request a statement from the Selectboard and Recreation Board by mid-May that the remainder of the fields be reserved as habitat (or lose RCC support for the project). Marty H. indicated that based on current cost estimates, every household in town will pay \$20/year to finance the bond for the project. Marty H. will get an update on project costs and the plan for managing the recreation facilities at the next Budget Committee meeting.

RS Leonard (design contractor) will issue a revised plan on April 17 and will schedule an on-site meeting next week. Andy W. mentioned some items to ask about, including the extent of forest alteration around the proposed multi-use courts/concession building, identifying all wetland resources on the concept plan,

and providing details of wetland alteration around #8 on the plan. Details regarding the concession stand are also pending.

Town Bird Walk - A bird walk is scheduled for May 7, 2022 from 7:00-9:00 a.m. Tim S. and other leaders will meet with participants at the Fairgrounds parking lot. Depending on the number that show up, the group will divide up and go to various locations in town (Torsey Pond, Rosmarin-Saunders Preserve, Fairgrounds). Notices for the bird walk will be placed in the May issue of the Messenger, Town library, Town website, Town Hall, etc.

Old Business

Town Forest Harvest Update - The town received a \$10,502.70 partial payment from the recent tree harvest.

Vernal Pool Special Area Management Program - Aram Calhoun (UMaine professor) will give a brief refresher on vernal pools followed by a presentation on the Maine vernal pool Special Area Management Plan (SAMP). SAMP is an alternative mitigation tool for vernal pools impacted by development. Jerry B. recommended inviting Planning Board members.

Sludge Spreading/PFAS - discussion deferred for future meeting.

Comprehensive Plans Open Space/Conservation Sections - Bruce H. will contact Jessica Gorton (Planning Cmte.) regarding an update on the 2021-22 Comprehensive plan revision relative to the open space and conservation sections. Bruce H. will send out available chapters for review.

Grasslands management - Bruce H. indicated that Laura Lecker (Technical Director, Somerset County Soil & Water Conservation District) can visit select town properties with field habitat (Maranacook School, landfill property, field adjacent to FG) to advise RCC regarding management for pollinators and other wildlife.

Meeting adjourned at 8:16 p.m.
Submitted by Andy Walsh on Nov. 6, 2022

Readfield Conservation Commission Meeting Minutes
Tuesday, June 14, 2022

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

RCC Member Status – Greg D. and Marty H. were re-appointed to the Conservation Commission by the Select Board.

Old Business

Vernal Pool Project – Bruce H. will wrap up the loose ends related to this project, including identifying vernal pools meeting the state criteria for “significance.” Jerry B. suggested that natural vernal pools should be differentiated from non-natural vernal pools. Only property number will be identified, not ownership. Jerry B. will ask Aram Calhoun (UMaine) if someone at UMaine can produce a GIS map showing the location and status of the mapped vernal pools.

Pollinator Garden, Fairgrounds Property – Stephanie D. will continue to work on this project. Jerry B. recommended scheduling a discussion of the pollinator garden (PG) to sort out details. Funds should be made available if the ballfield project goes forward in the future; if not, RCC will have to obtain funding for the PG. Marty H. expressed concern about future expansion of the parking lot (e.g., Heritage Days) and how it might affect the PG. Bruce H. plans to visit the PG at the headquarters of the Mahoosuc Land Trust in Bethel.

Town Forest Harvest Update – A partial payment of \$10,502.70 was submitted to the town from recent tree harvesting activities. Bruce H. contacted Theresa Shaw (Finance Officer) regarding an update.

Jerry B. informed Harold Burnett (Town Forester) that the road and trail repair work needs to be completed by the end of the fiscal year (per Eric D.’s guidance). However, completion on the work by FY’s end is complicated by nesting goshawks at the TF near the Center Lane trail. Jerry B. identified two options: 1) Town writes a check to Two Trees Forestry (TTF) for the work and TTF puts it in escrow until the work is done later in the season; or 2) Have a contractor do access road repairs and improvements and haul gravel for the Center Lane trail and dump it at the homestead. After the goshawks have departed, RCC can use either a volunteer or paid tractor operator to lay down the gravel on the trail where needed. Marty H. expressed concern regarding paying the contractor after the FY ends for work completed within the current FY. Marty H. will defer to Theresa on this issue. Bruce H. moved to adopt option 2, which would complete the road repairs before the end of the FY and dump gravel at the homestead/complete after the goshawks finish nesting. Approved by Bruce H, Jerry B., Andy W., Marty H.; Stephanie D. and Greg D. absent, and Tim S. abstained.

Sludge Spreading Map – The map of sludge spreading sites identifies those hayfields/properties where licenses were granted to spread sludge, though it is not certain that sludge was spread at any given location. The mapping of these sites is a work in progress.

Long Range Plan for RCC – Members briefly discussed the future role of the RCC. Marty H. (?) suggested that the RCC expand its role in educating the public regarding the importance of the town’s natural resources. Marty is concerned that natural resource conservation may not be important to people (e.g., that the FG property is “just an empty lot”). Andy W. mentioned the Maine Master Naturalist program which requires graduates of the program to volunteer 20 hours teaching others. A MMNP graduate would likely be well suited to help implement an education program for the town.

Meeting adjourned at 8:00 p.m.
Submitted by Andy Walsh on Nov. 6, 2022

Readfield Conservation Commission Meeting Minutes
Tuesday, July 12, 2022

Present: Jerry Bley, Marty Hanish, Andy Walsh, Greg Durgin, Tim Sniffen

Mill Stream Dam – Jerry B. informed RCC that he and the Select Board received an email from Bob Bittar stating that the trail easement that provides public access to Mill Stream Dam and the trail agreement providing access to the American chestnut tree is currently null and void. The town crew had recently done some vegetation trimming in this area. Jerry B. recommends that RCC take no action on this issue. Marty H. does not believe that the easement can be terminated by a simple email.

Ballfield Proposal, Fairgrounds Property – Jerry B. (?) recommended that RCC send a note to the Select Board stating that if there's a renewed interest in completing the project (in current or altered form), that RCC be involved from the start. The pollinator garden proposed by RCC was integrated into the initial ballfield plan that was rejected by town vote. Although the ballfield plan is not going forward for now, RCC members agreed to proceed with planning for the pollinator garden this summer/fall and construct the garden next year (2023). Andy W. suggested that volunteers may provide needed labor and maintenance for the pollinator garden. Greg D. stated that it may be presumptuous of RCC to proceed with the pollinator garden since the ballfield proposal was voted down.

Town Forest – Jerry B. updated RCC on scheduling of the access road/trail repairs at the Town Forest. The work will be completed after mid-August when the goshawks are finished nesting.

Miscellaneous – Jerry B. informed the group that mitigation funds from a solar project could potentially be used to conserve the 300-acre Draper property in Readfield (?).

Greg D. discussed the use of closed captioning for remote/virtual meetings with Bill Starrett (Maine Innovators LLC).

Tim S. mentioned that Laura Lecker's husband evaluated the field at the old landfill during a site walk with some RCC members and recommended soil testing. A report of findings should be pending (?). Marty H. suggested that if the field at the old landfill is not suitable for pollinator management, it may be suitable for a solar array.

Meeting adjourned at 7:15 p.m.
Submitted by Andy Walsh on Nov. 6, 2022

Readfield Conservation Commission Minutes
Tuesday August 9, 2022, 6:30 pm via zoom w captions

Present: Jerry Bley, Greg Durgin, Martin Hanish, Bruce Hunter chair.

Excused: Andy Walsh, Stephanie Donaldson (membership status?)

Visiting: Megan LaChapelle (Trails Comm member), Tim Sniffen (taking notes)

Meeting opened with comments from Megan LaChapelle who is interested in starting a fairy garden project on a Town property. These are a popular activity in other Maine parks. Folks of all ages but especially children create small natural structures (fairy houses) using local materials in their natural setting. Ideal settings include a stream or pond shoreline. Torsey Pond Nature Preserve (TPNP) offers a perfect setting near the Orange Trail Spur where it opens at the shore. Megan described her project, stating it would encourage children and might bring more people onto our properties.

All RCC members were open to the idea, but had some comments and questions about the location:

- a) TPNP and the Fogg Farm area have conservation easements held by the Kennebec Land Trust (KLT) which protect their natural settings. Would scavenging for local building materials be appropriate in a nature preserve such as TPNP? Would it be allowed under their easements?
- b) There was concern about spring and summer insects. Deer flies can be severe at TPNP.
- c) Is water a necessary component? (It is an important part of folklore.)
- d) Fogg Farm has streams and is not heavily used. Would this draw more walkers to the property?
- e) The Fairgrounds might be a possibility. There was concern about vandalism.

RCC encouraged Megan to proceed looking into her idea. She will check with KLT about the easements, visit the Fogg Farm property, and report back to the RCC. She hopes to start the project on only one property.

Regular agenda:

Meeting minutes from July were referred to Sept for approval.

Town Forest work session –

There is some slash and debris along the north stretch of Loop B, left after the recent harvest. Trail is passable, but should be cleared, and probably can be done relatively quickly, preferably during cooler weather. Referred to Sept meeting for further planning.

Fairgrounds Field conservation –

RCC would like the Select Board to see the Fairgrounds milkweed, goldenrod, and other natural vegetation during the summer when it is serving butterflies, bees, and other pollinators. Jerry B suggested seeking a naturalist who could lead a site visit. He will ask Theresa Kershner of the KLT for suggestions. The visit should take place within the next month or six weeks.

Fairgrounds Ballfield proposal –

Although the original budget proposal did not pass at Town Meeting, parts of the proposal are reported to be on the agenda for the Select Board Retreat (Messenger schedules it for Monday August 22, 6:30 pm). RCC discussed giving input, especially the importance of following Management Plan procedures. Perhaps a letter to the Select Board would be appropriate at this point (Did we make further recommendations/decisions?)

Property concerns –

Fairgrounds: Trash has been found on trails and in parking lot. Trails Comm is also aware. This is not a major issue yet.

Options: Speak to parkers, install a film camera or lights, report to sheriff, trash can (who responsible for emptying/invitation for dumping?), wait and see if problem grows.

Town Forest:

- a) No new report on harvest receipts. Bruce H will check with Town Office.
- b) Jerry B will follow up with Forester Harold Burnett on pending road repair and Center Lane Trail improvement.
- c) Is there interest in asking Harold B to do an educational site visit to review last winter's harvest? We should be sure of adequate participation before asking him to do it. A Select Board decision?

Comprehensive Plan Revision –

Referred to Sept RCC meeting as a main agenda item. Bruce H will find out what is needed from RCC and let us know before our meeting. RCC members should give this some thought before the next meeting, Sept 13.

Miscellaneous –

Greg D announced that Berndt Heinrich will speak Sunday August 21, 4:00 pm, at the Union Meeting House. Title: "Birds I Have Known". Donation \$20.

August 21 is also the KLT Annual Meeting. Business session 12:30 pm, Camp Androscoggin, Wayne.

Meeting adjourned approx. 8:15 pm.

Submitted, Tim Sniffen

DRAFT Readfield Conservation Commission Meeting Minutes
Tuesday September 13, 2022, 6:30 pm, via zoom w captions

Present: Jerry Bley, Stephanie Donaldson, Greg Durgin, Bruce Hunter Chair

Not present: Marty Hanish, Andy Walsh

Visitors: Jaaron Shaw, Tim Sniffen

Note: Bruce H has added Howard Lake to our email list to keep him better in touch.

Agenda was presented, and minutes for July and August were approved.

Old Business

1. Town Forest work session to clear trails after harvest: Briefly discussed. Date will be Sunday Oct 16, beginning 9:00 a.m. Should take a couple hours. Howard Lake can join. Jaaron Shaw offered to assist w tractor if session takes place soon enough.

2. Comprehensive Plan: There is a recommendation to consolidate the Recreation Comm, the Conservation Cmsn, and the Trails Comm. RCC has many questions – What does this mean, as these committees have very different purposes.? Could one commission adequately represent the three groups?

Will there be a new Town staff position? Is this wise budgeting? Would it create conflicts of interest?

How would the new committee work? Subcommittees meeting at the same time?

Bruce H will send out the wording of this Comprehensive Plan Comm recommendation.

3. Select Board retreat (Monday Sept 26, 5:30 p.m.): It seems uncertain whether the RCC will or should attend. Jerry B will discuss items such as Fairgrounds development w Steve DeAngelis prior to the retreat.

Old Business

1. Fairgrounds visit w Select Board: Eric Doucette, grassland expert, may be here this Friday (9/16) at the Fairgrounds. Bruce H will invite the SB and Town Mngr to meet there to view milkweed stand plus other valuable grassland plants.

2. Related: School fields abutting the Fairgrounds were mowed in mid (?) August. This seems an acceptable date to allow grassland birds to complete their nesting cycle.

Greg D will check with the mower, relate our appreciation, and encourage similar dates for future mowing.

3. Town Forest: We do not have a report of the total harvest receipts. (action?)
Improvements to Center Lane trail and Town Farm Rd near farmstead are part of the logging contract. Forester Harold Burnett reports they should be complete by end of Sept.

Work is to include rut repair near Belz Rd gate, and hopefully the gate latch which was damaged.

Educational site visit for the Town to review recent harvest – cancelled, at least for this year.

4. Fairy Garden proposal: Megan LaChapelle was not present to report on her general idea, nor on related KLT easements at the Torsey or Fogg properties. Greg D will check with her at the upcoming Trails Comm mtg.

5. Fairgrounds:

Ballfield proposal - Town appears not to be re-voting on this immediately.

Trash and dog waste – There were concerns that a new trash receptacle may not be working well. Dog waste is also a concern. Jerry B will check cost of a doggy bag disposal container.

6. Social event with other area conservation commissions – tabled indefinitely.

7. Open Space Plan and Comprehensive Plan revisions – no discussion. Tim S reminded RCC of questionnaire from the Comp Plan Committee.

8. Town Long-Range Planning – What do we see as important uses or functions of the conservation properties we oversee? Not discussed, but may be a focus of future mtg.

9. Miscellaneous:

a. TPNP - Tim S reported a tree down on Yellow Trail. Jerry B offered to check it out.

b. Invasive shrubs/vines – Lop and dab technique of control was discussed, and may be used at Town Forest, Fairgrounds, or other properties.

c. Maranacook C School plans a student workday during the 2nd week of October. Please send Greg D any suggestions for projects.

Next meeting (October 11, 6:30 pm) – RCC agreed to meet in person in the Town Office, downstairs conference room. Greg D will reserve room on an ongoing basis.

Meeting adjourned, 7:50 p.m.

Notes by Tim Sniffen

Readfield Trails Committee Meeting Summary (Revised)
July 27th, 2022

Present: Rob Peale, Paul Bessette, Greg Durgin, Steve Hayes, Megan Lachapelle, Greg Leimbach, Nancy Buker

Meeting called to order at 6:34 PM, timekeeper and scribe solicited and assigned by the chair.

The meeting proceeded in accordance with the published agenda and ended at 8:04PM.

Old business summary:

Meeting minutes from 25 August, 2022 were accepted unanimously.

Budget report shared with no issues.

Current committee officers were re-nominated and re-elected. (Rob Peale-Chair; Greg Durgin-Vice Chair; Jaqueline Drouin-Treasurer; Holly Rahmlow-Secretary
Water trails access points will be included with the next update of the Readfield Trails maps, as well as the Readfield Conservation and Recreation areas map. They will be at Readfield Beach, the boat launch on Rte 41, and the Torsey Pond boat launch on Old Kents Hill Road.

No Heritage Days trails events this year. Past events included tours, tee shirt sales, easter egg hunt and a mountain bike poker run.

The Readfield Conservation Commission chair was engaged on fairy house trails at the Torsey Pond Nature Preserve during springtime maintenance there. No response as of this meeting date. Megan and Greg D. will follow up with the CC.

Trail Reports:

MCS trail to Fairgrounds Trail requires maintenance & erosion control on sloped section. It was suggested that the MCS School district budget for maintenance, and it was also suggested that the trails committee apply for grant funding in partnership with the district given chronic budgetary constraints.

The Fairgrounds parking lot continues to be a repeat offender regarding trash and recyclables being deposited, especially on the northern side. Signs were circulated and discussed for this area, as well as having the town engage law enforcement for after hours patrols. The signs suggested for this area are enclosed. Rob will follow up with the town manager.

Fairgrounds trails require maintenance, and it was noted that the machine spread and compacted gravel is preferred because it results in a smoother, flatter surface that is age friendly, and stroller friendly. It was suggested that the cost to complete the remaining fairgrounds trails using this method would be \$8,000.

The Fogg farm trail drainage structures were noted as having become tripping hazards.

New business summary:

A former trails committee member will be recognized with a recently discovered vintage trail marker mounted in a shadow box as a memento.

An outdoor code was reviewed and approved for mounting in trails kiosks. It is enclosed. A copy was provided to a member of the Readfield Conservation Commission to share with them, and consider for their trail kiosks.

No trails committee meeting in august. Members were encouraged to attend Heritage days and enjoy.

Greg Leimbach, scribe pro tem

encl:

Fairgrounds Parking lot sign (Draft)

Outdoor code for kiosks