

**Readfield Select Board Meeting**

**October 16, 2023, Readfield Town Office**

Meeting starts: 6.30 PM and ends at 8:30 PM (unless extended)

*Meeting duration and agenda item times are estimates and may be reduced or extended*

**Pledge of Allegiance**

**Regular Meeting Items (6:30) - 5 min.**

24-038 - Minutes: Select Board meeting minutes of August 21 (revised) and September 18, 2023

24-039 - Warrants: #15-18

**Communications - 35 min.**

Select Board Communications - Members of the Board may present general information- 5 min.

Staff communication - 15 min.

- Town Manager's Report
- Treasurer's Report - September
- CEO Report - July-September

Boards, Committees, Commissions & Departments - 5 min.

- Board and Committee Minutes (listed separately)

Public Communication - Members of the public may address the Select Board - 10 min.

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

24-040 - Consider the appointment of Kathy Landrum and Howard Lake to the Fairgrounds Working Group

24-041 - Consider the appointment of Bruce Bourgoine to the Board of Appeals

24-042 - consider the appointment of a Warden and Ballot Clerks for the State referendum in November

**Old Business - 25 min.**

24-043 - Hear and consider an update on the Fairgrounds Project - 10 min.

24-044 - Hear and consider an update on the Church Rd. Sidewalk Project - 10 min.

24-045 - Review the Select Board Meeting Calendar - 5 min.

**New Business - 40 min.**

24-046 - Consider Automobile Graveyard Approvals - 10 min.

24-047 - Discuss the Select Board Retreat and Minutes - 10 min.

24-048 - Consider Fiscal Year 2024-2025 Budget Goals - 20 min.

**Other Business, Upcoming Meetings, and Future Agenda Items - 10 min.**

**Adjournment**

*Select Board meeting are held in-person at the Readfield Town Office*

*Public Participation Guidelines can be reviewed on the Town Website*

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 – August 21, 2023 – Unapproved**

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**Select Board Members Present:** Kathryn Woodsum, Sean Keegan, Steve DeAngelis, Carol Doorenbos, Dave Linton

**Excused Absent:**

**Others Attending:** Eric Dyer (Town Manager), Anjelica Pittman (Boards Secretary), Patricia Clark, Samantha Horn, Les Priest, Lydia Leimbach, Cristobal Alvarado, Al Prysunka, Chris Olson, Jerry Bley, Cameron Ferrante, Pam Osborn, Bill Starrett, Liz Glover, Grace Keene, Penny Eno, John Harker, Jay Charette, Dennis Price, Tom, Mike, Greg

**Pledge of Allegiance**

**Executive Session (6:00) - 30 min.**

The Select Board will hold an Executive Session meeting to discuss a legal matter concerning a potentially illegal junkyard pursuant to 1 MRSA, Section 405, subsection 6(E).

- **Motion** made by Sean to enter Executive Session pursuant to 1 MRSA, Section 405, subsection 6(E), at 6:01PM. All members of the Board were present and invited the Town Manager and Code Enforcement Officer to also attend. **Seconded** by Steve, **vote 5-0** in favor
- Summary given by the CEO, Chip Stephens
- **Motion** made by Sean to close Executive Session pursuant to 1 MRSA, Section 405, subsection 6(E), at 6:24PM **seconded** by Steve, **vote 5-0** in favor

**Regular Meeting Items - 5 min.**

- 24-015 - Minutes: Select Board meeting minutes of July 24, 2023
  - **Motion** to approve as amended made by Sean, **seconded** by Carol, **vote 5-0** in favor
- 24-016 - Warrants: #6-10
  - **Motion** to approve warrant #6 & 7 made by Carol, **seconded** by Dave, **vote 5-0** in favor
  - **Motion** to approve warrant #8 made by Carol, **seconded** by Dave, **vote 5-0** in favor
  - **Motion** to approve warrant #9 & 10 made by Carol, **seconded** by Steve, **vote 5-0** in favor

**Communications - 30 min.**

- Select Board Communications - 15 min.
  - Members of the Board may present general information - 5 min.
    - Sean thanked all the volunteers and committees for Heritage Days; it was a great turn out and success.
    - Kathryn thanked Dennis Price for organizing Heritage Days, he did a great job.
- Staff communication - 10 min.
  - Town Manager's Report – Presented by Eric and attached to the meeting agenda

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- Treasurer’s Report – July, presented by Eric and attached to the meeting agenda
- Boards, Committees, Commissions & Departments - 5 min.
  - Board and Committee Minutes (listed separately)
- Public Communication - Members of the public may address the Select Board - 10 min.
  - None

**Appointments, Re-appointments, and Resignations - 45 min.**

- 24-017 - Consider the appointment of the following applicants to the RSU #38 School Board – 30 min.
  - Cristobal Alvarado
  - Patricia Clark
  - Samantha Horn
  - Lydia Leimbach

Each Candidate came to the podium to introduce themselves and summarize their qualifications for the available position. Select Board members asked questions to get to know each candidate. After board member discussion, Sean **motioned** to appoint Patricia Clark to the RSU #38 School Board beginning tonight until June 30, 2024. Kathryn **seconded**, **vote 5-0** in favor.

- 24-018 - Consider the appointment of the following applicants to the Board of Appeals – 5 min.
  - Bruce Bourgoine
  - Les Priest
  - Al Prysunka

Bruce indicated his willingness to defer to other applicants shortly before the meeting, effectively leaving two applicants for the two available positions. Sean motioned to appoint Al Prysunka to the Board of Appeals beginning tonight through June 30, 2026 and Les Priest beginning tonight through June 30, 2025, seconded by Steve, vote 5-0 in favor. Eric noted that Nate Rudy had resigned from the Board in the past week and that a new opening would subsequently be created.

- 24-019 - Consider the appointment of the following applicants to the Library Board – 5 min.
  - Christine Olson
  - Rick Wilson

**Motion** made by Steve to appoint Christine Olson to the Library Board beginning tonight through June 30, 2025, **seconded** by Sean, **vote 5-0** in favor.

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- 24-020 – Consider changes to the appointment structure of the Fairgrounds Working Group – 5 min.
  - Jerry Bley & Steve Deangelis explained that a position has come available on the Fairgrounds Working Group that was previously held by a Select Board member. They would like to open that position to the public and advertise as such. **Motion** made by Carol to open the position to the public, **seconded** by Dave, **vote 5-0** in favor.

**Old Business - 5 min.**

- 23-127 - Discuss the August 11-12 Heritage Days celebration - 5 min.
  - Dennis gave a briefing on the success of Heritage Days 2023. The weather was perfect, turn out was fantastic; nearly 20 booths were set up at the Makers Market at the beach with live music and food. The Maranacook Food Pantry collected donations, the Kickball tournament was a hit, and the fireworks show was excellent. Dennis thanked Sean for helping out all day, Greg Leimbach for cooking, Noah Rubin for getting the beach ready for events, thanks to all sponsors, the Masons, Union Meeting House and Select Board for support. Dennis is hoping to find someone next year he can transfer Heritage Days duties to for future years celebrations.

**New Business - 45 min.**

- 24-021 - Consider a Special Event Liquor License for Camp KV – 5 min.
  - **Motion** made by Carol to approve the liquor license for August 27, 2023 with an edit of the address of the event on the application paperwork, **seconded** by Dave, **vote 5-0** in favor.
- 24-022 - Consider a Memorandum of Understanding (MUO) with the Weathervane Restaurant and Lounge – 5 min.
  - **Motion** made by Dave to approve the MUO with the Weathervane Restaurant and Lounge and authorize the Town Manager to sign, **seconded** by Steve, **vote 5-0** in favor.
- 24-023 - Consider the management of surplus proceeds from the sale of tax acquired property – 10 min.
  - Consider the return of surplus proceeds from the sale of Map 118 – Lot 016
  - Consider a process for the revision and conversion of the existing policy on the Disposition of Tax Acquired Property to an ordinance
  - **Motion** made by Steve to ask Eric to pursue making the policy on tax acquired property an ordinance, **seconded** by Dave, **vote 5-0** in favor.
- 24-024 - Consider any appropriate action pursuant to Executive Session discussions – 5 min.
  - Sean **motioned** to authorize the CEO to engage in enforcement action and involve the Town Counsel in drafting the letter. **Seconded** by Steve, **vote 5-0** in favor.
- 24-025 – Review the Administrative Calendar for the Select Board and Town Manager – 5 min.

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- The Board advised the Town Manager to populate an updated version and then the Select Board will review it.
- 24-026 – Conduct a 1<sup>st</sup> reading of Readfield Select Board Meeting Public Participation Guidelines – 5 min.
  - Completed the first reading, second reading will be done at the next scheduled meeting and the board can vote at that time if they choose to.
  - Carol **motioned** to extend the meeting by 5 minutes, **seconded** by Sean, **vote 5-0** in favor. Continued discussion.
  - **Motion** to extend the meeting another 3 minutes made by Kathryn, **seconded** by Sean, **3-2 vote** in favor.

**Other Business, Upcoming Meetings, and Future Agenda Items - 10 min.**

Upcoming meeting schedule:

- September 11 (SB Retreat) & 18, 2023
- October 16 & 30, 2023
- November 13 & 27, 2023
- December 11, 2023

**Motion** to adjourn made by Sean at 8:49PM, **seconded** by Steve, **vote 5-0** in favor.

**Adjournment**

*Minutes submitted by Anjelica Pittman, Board Secretary*

**Readfield Select Board**  
**Regular Meeting Minutes – September 18, 2023 – unapproved**

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**Select Board Members Present:** Kathryn Woodsum, Sean Keegan, Steve DeAngelis, Carol Doorenbos, Dave Linton

**Excused Absent:**

**Others Attending:** Eric Dyer (Town Manager), Anjelica Pittman (Boards Secretary), Bill Starrett, Maggie Edmondson, Marianne Perry, Jackie Drouin, Elaine Katz, Dave Ledew, Kathy Landrum

**Pledge of Allegiance**

- 24-028 - Minutes: Select Board meeting minutes of August 21, 2023
  - **Motion** made by Sean **seconded** by Dave **vote 5-0** in favor
- 24-029 - Warrants: #11-14
  - **Motion** made by Dave to approve warrants 11 & 12 **seconded** by Carol **vote 5-0** in favor
  - **Motion** made by Carol to approve warrants 13 & 14 **seconded** by Steve **vote 5-0** in favor

**Communications - 40 min.**

- Select Board Communications - Members of the Board may present general information- 5 min.
  - Sean said it was great to watch the Maranacook High School Homecoming game last Friday, Maranacook won 73-0, and the kids had a good time. He also mentioned that it was unfortunate that soccer was postponed due to the wet fields and drainage issues but it is nice to see so many kids participating.
  - Carol requested more information be added to the town website homepage main page bullet points possibly with links to make things easier to find.
- Staff communication - 10 min.
  - Town Manager's Report – See attached
  - Treasurer's Report - August
- Boards, Committees, Commissions & Departments - 15 min.
  - Board and Committee Minutes (listed separately)
  - Hear an update from the Age Friendly Committee
    - Maggie Edmondson gave an informative update of all the Age Friendly Committee has been up to over the last year and their successes. She included a short handout titled "The 8 Domains of Livability" from AARP and discussed areas where Readfield is excelling and where more work was needed. She also presented the Readfield U website [readfieldu.org](http://readfieldu.org) and briefed the many opportunities for adult education and community togetherness gained through those courses.
- Public Communication - Members of the public may address the Select Board - 10 min.
  - Kathy Landrum introduced herself; she is applying for the Fairgrounds Working Group at a later Select Board Meeting. Kathy has many accomplishments; she is a Maine master gardener and is permaculture landscape design certified and is a member of the Kennebec Valley Garden Club. Kathy asked if she can attend Fairgrounds Working Group meeting as a nonmember and the board answered that all meetings are public meetings and anyone from the public can attend, but may not be able to participate.

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

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- 24-030 - Consider the resignation of Nate Rudy from the Board of Appeals.
  - **Motion** made by Sean to regretfully accept the resignation **seconded** by Steve **vote 5-0** in favor

**Old Business - 10 min.**

- 24-025 - Review the Administrative Calendar for the Select Board and Town Manager - 5 min.
  - Eric updated the calendar to ensure activities are spread out as evenly as possible. Added having CEO complete quarterly update is SB interested, comp review quarterly to begin again. Sean would like to add a maintenance schedule so volunteers are aware and can assist. Thank you to Eric.
- 24-026 - Conduct a 2<sup>nd</sup> reading of Readfield Select Board Meeting Public Participation Guidelines - 5 min
  - Carol - rules governing no anonymous comments – doesn't agree, other towns have been in the news recently and are reassessing their approach. Specifically, the Covid policy. Can that sentence be removed? The board discussed what has been going on with other towns regarding anonymous comments during public meetings that were inappropriate or uncomfortable. Much of the board agreed that if people want to comment they can name themselves, otherwise policies can be changed if something comes up.
  - **Motion** made by Sean to approve the Readfield Select Board Meeting Public Participation Guidelines as presented **seconded** by Steve **vote 4-1** Carol Doorenbos dissenting

**Public Hearing - 10 min.**

- Select Board will conduct a Public Hearing to discuss a new General Assistance Ordinance and General Assistance maximums - 10 min.
  - Kathryn called the Public Hearing to order at 8:07pm
  - No public comments
  - Kathryn closed the hearing at 8:08pm

**New Business - 40 min.**

- 24-031 - Consider a revised General Assistance Ordinance and maximums - 5 min.
  - **Motion** made by Sean to adopt the states GA ordinance and maximums as presented **seconded** by Steve **vote 5-0** in favor
- 24-032 - Consider an update to the Town's FOAA Policy - 10 min.
  - **Motion** made by Dave to approve the updated FOAA policy **seconded** by Steve **vote 5-0** in favor
- 24-033 - Consider Assessing Agreements with David Ledew and Dirigo Surveying - 5 min.
  - **Motion** made by Carol to accept the contract with David Ledew for one year **seconded** by Steve **vote 5-0** in favor
  - **Motion** made by Carol to accept a contract with Dirigo Assessing Group LLC for four years **seconded** by Steve **vote 5-0** in favor
  - **Motion** made by Dave to suspend purchasing policy for Dirigo contract as it is a great value, cost proposed is lower than we would expect otherwise **seconded** by Steve **vote 5-0** in favor
- 24-034 - Consider a contract with EcoMaine for recycling services - 5 min



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- **Motion** made by Sean to sign the contract with EcoMaine for recycling services **seconded** by Kathryn **vote 5-0** in favor
- 24-035 - Consider Special Event Liquor Licenses for Kents Hill School and YMCA - 5 min.
  - **Motion** made by Carol to approve the special event liquor license for Kents Hill School's Fall Family Weekend on October 13, 2023 from 5:30pm to 7:30/8:00pm **seconded** by Sean **vote 5-0** in favor.
  - **Motion** made by Carol to accept the application for Holiday On the Hill at Kents Hill School on December 7, 2023 from 5:30pm to 8:00pm **seconded** by Sean **vote 5-0** in favor
  - **Motion** made by Carol to approve Lisa's White Flower Catering liquor license at Camp Kirkwold on October 7, 2023 from 5pm to 9pm **seconded** by Dave **vote 5-0** in favor
- 24-036 - Consider the award of a Ditching, Culvert, and Shoulder Work RFP - 5 min.
  - **Motion** made by Sean to accept the bid from John Cushing in the amount of \$68,430 **seconded** by Carol **vote 5-0** in favor
- 24-037 - Review the Draft Fiscal Year 2024-2025 Budget and Warrant schedule - 5 min.
  - The board agreed to accept the calendar
  - **Motion** made by Steve to approve the resolution and correct the authorization of the sale of \$348,057 in general obligation bonds to the town **seconded** by Sean **5-0 vote** in favor
  - **Motion** made by Sean to enter into executive session and invite the town manager pursuant to MRSA, Section 405, subsection 6(A) **seconded** by Steve **vote 4-0** (Carol stepped out).

**Executive Session - 30 min.**

- The Select Board will hold an Executive Session meeting to discuss a personnel matter pursuant to 1 MRSA, Section 405, subsection 6(A).
- **Motion** to close the executive session made by Sean, **seconded** by Steve, **vote 5-0** in favor

**Other Business, Upcoming Meetings, and Future Agenda Items - 10 min.**

- **Motion** to adjourn at 9:21pm made by Steve, **seconded** by Sean, **vote 5-0** in favor

**Adjournment**

*Minutes submitted by Anjelica Pittman, Board Secretary*

Sept. 25, 2023 Warrant Summary

Warrant #:	Journal #:	Amount	Warrant Type:	SB Reviewer:	Signatures Required:	Approval Date:
15	137	\$ 149,428.09	Warrant	S. Keegan	Three	9/25/2023
A	137	\$ 2,595.00	State Fees	S. Keegan	One	9/15/2023
B	137	\$ 6,404.45	State Fees	S. Keegan	One	9/25/2023
16	146	\$ 28,612.47	Payroll	S. Keegan	One	9/25/2023

SUM \$ 178,040.56

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

# Treasurer's Warrant

Warrant # 15 & 16

\$178,040.56

Dates: 9/28/2023

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 EMPLOYEES	Account Payroll	Amount \$28,612.47	Check #'s 73037-73058 173037-173055
VARIOUS VENDORS	Accounts Payable	\$149,428.09	72995-73036
	Total	\$178,040.56	

Date Signed: \_\_\_\_\_

\_\_\_\_\_  
Steven DeAngelis

\_\_\_\_\_  
Carol Doorenbos

\_\_\_\_\_  
Sean Keegan

\_\_\_\_\_  
David Linton

\_\_\_\_\_  
Kathryn Woodsum

### A / P Check Register

Bank: Androscoggin Bank

Type	Check	Amount	Date	Wrnt	Payee
P	999	95.09	09/28/23	15	0031 Central Maine Power Co
P	72995	2,595.00	09/14/23	15	0086 SECRETARY OF STATE (MOTOR VEH)
P	72996	6,404.45	09/21/23	15	0086 SECRETARY OF STATE (MOTOR VEH)
R	72997	513.20	09/28/23	15	0024 Baker & Taylor, Inc
R	72998	227.70	09/28/23	15	0072 Consolidated Communications
R	72999	282.00	09/28/23	15	0183 Copies, Etc.
R	73000	2,000.00	09/28/23	15	0591 David Ledew
R	73001	3,923.95	09/28/23	15	0860 DR Designs
R	73002	544.14	09/28/23	15	0288 Elan Financial Services
R	73003	47.12	09/28/23	15	0704 Fabian Oil
R	73004	352.35	09/28/23	15	0823 GONETSPEED
R	73005	3,701.52	09/28/23	15	0797 Gorrill Palmer Consulting Engineers Inc
R	73006	175.00	09/28/23	15	0480 Granite State Analytical Services, LLC
E	73007	11,928.00	09/28/23	15	0791 Group Dynamic Inc
R	73008	19,116.05	09/28/23	15	0123 Harris Computers, Inc
R	73009	100.00	09/28/23	15	0385 Hygrade Business Group, Inc
R	73010	54.73	09/28/23	15	0092 Jaaron Shaw
R	73011	133.00	09/28/23	15	0083 Kennebec Cnty Registry Of Deeds
R	73012	48.47	09/28/23	15	0759 Kristin Parks
R	73013	495.00	09/28/23	15	0350 LibraryWorld, Inc
R	73014	73,975.00	09/28/23	15	0296 Maine Highlands Contracting, LLC
R	73015	3,262.35	09/28/23	15	0066 Maine Municipal Association
E	73016	8,592.03	09/28/23	15	0065 MAINE MUNICIPAL EMP. HEALTH
R	73017	180.00	09/28/23	15	0218 MAINE RESOURCE RECOVERY ASSOC
R	73018	335.00	09/28/23	15	0095 MARANACOOK CAL RIPKEN BASEBALL
R	73019	150.00	09/28/23	15	0935 Mark Newcombe Welding
R	73020	51.00	09/28/23	15	0374 Matthew Cost
R	73021	21.07	09/28/23	15	0229 Melissa A Small
R	73022	55.00	09/28/23	15	0139 MMTCTA
R	73023	7.00	09/28/23	15	0360 North Coast Services LLC
R	73024	148.45	09/28/23	15	0534 O'CONNOR MOTORS
R	73025	16.34	09/28/23	15	0858 PETTY CASH
R	73026	582.35	09/28/23	15	0673 PIKE INDUSTRIES, INC.
R	73027	1,743.75	09/28/23	15	0841 PretiFlaherty
R	73028	2,261.78	09/28/23	15	0261 Quirk Auto Group
R	73029	1,735.00	09/28/23	15	0117 READFIELD BLIZZARD BUSTERS
R	73030	12.48	09/28/23	15	0021 Sonya Clark
R	73031	500.00	09/28/23	15	0689 Stevenson Solutions, LLC
R	73032	2,192.16	09/28/23	15	0489 Susan Halberstadt
R	73033	1.00	09/28/23	15	0102 TREAS.,STATE OF MAINE (SURPLU)
R	73034	615.84	09/28/23	15	0765 W.B. Mason Co., Inc
R	73035	197.76	09/28/23	15	0093 Wayne, Town of
R	73036	55.96	09/28/23	15	0273 WINTHROP AUTO SUPPLY

**Total 149,428.09**

**Count**

Checks	43
Voids	0

## Warrant Recap

### Warrant 15

Vendor-----	Amount	Account-----
00024 Baker & Taylor, Inc	58.09	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	203.86	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	64.70	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	29.02	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	157.53	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00031 Central Maine Power Co	95.09	PROTECTION / Tower Sites - UTILITIES / ELECTRIC
00072 Consolidated Communications	50.45	SOLID WASTE / TRANSFER STA - UTILITIES / TELEPHONE
00072 Consolidated Communications	53.09	PROTECTION / FIRE DEPART - UTILITIES / TELEPHONE
00072 Consolidated Communications	59.11	GENERAL GOVT / Admin - UTILITIES / TELEPHONE
00072 Consolidated Communications	65.05	COMM SERVICE / Readfield TV - UTILITIES / ELEC COMM
00183 Copies, Etc.	282.00	REC,PARKS/AT / HERITAGE DAY - ADMIN / ADVERTISING
00591 David Ledew	2,000.00	GENERAL GOVT / Assessing - CONTRACT SVC / ASSESSING
00860 DR Designs	501.30	REC,PARKS/AT / REC BOARD - RECREATION / SOCCER
00860 DR Designs	642.60	REC,PARKS/AT / REC BOARD - RECREATION / SOCCER
00860 DR Designs	815.25	REC,PARKS/AT / REC BOARD - RECREATION / SOCCER
00860 DR Designs	705.60	REC,PARKS/AT / REC BOARD - RECREATION / SOCCER
00860 DR Designs	830.80	REC,PARKS/AT / REC BOARD - RECREATION / SOCCER
00860 DR Designs	428.40	REC,PARKS/AT / REC BOARD - RECREATION / SOCCER
00288 Elan Financial Services	224.82	REC,PARKS/AT / BEACH - BUILDING O&M / MAINTENANCE
00288 Elan Financial Services	79.44	COMM SERVICE / Library - UTILITIES / ELEC COMM
00288 Elan Financial Services	239.88	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00704 Fabian Oil	47.12	Maintenance / Bldg Maint - UTILITIES / HEATING
00823 GONETSPEED	330.66	COMM SERVICE / Library - UTILITIES / TELEPHONE
00823 GONETSPEED	21.69	COMM SERVICE / Library - UTILITIES / TELEPHONE
00797 Gorrill Palmer Consulting Engineers Inc	1,134.85	CAPITAL IMPR / Sidewalks - PUBLIC WAYS / CONTRACT SVC
00797 Gorrill Palmer Consulting Engineers Inc	2,566.67	CAPITAL IMPR / Sidewalks - PUBLIC WAYS / CONTRACT SVC
00480 Granite State Analytical Services, LLC	175.00	REC,PARKS/AT / BEACH - ADMIN / MISC.
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	8,500.00	GENERAL GOVT / Insurance - INSURANCE / HRA
00791 Group Dynamic Inc	3,400.00	SOLID WASTE / TRANSFER STA - INSURANCE / HRA
00123 Harris Computers, Inc	19,116.05	GENERAL GOVT / Comptr/Equip - CONTRACT SVC / Soft/Lice/Su
00385 Hygrade Business Group, Inc	100.00	GENERAL GOVT / Assessing - CONTRACT SVC / Contract Ser
00092 Jaaron Shaw	54.73	REC,PARKS/AT / Conservation - PUBLIC WAYS / SIGNS/SUPPLY
00083 Kennebec Cnty Registry Of Deeds	133.00	GENERAL GOVT / Admin - ADMIN / RECORDING
00759 Kristin Parks	48.47	GENERAL GOVT / Admin - PERSONNEL / MILEAGE
00350 LibraryWorld, Inc	495.00	COMM SERVICE / Library - UTILITIES / ELEC COMM
00296 Maine Highlands Contracting, LLC	73,975.00	Cap Reserv / Town Bldg - Capital Proj / Misc
00066 Maine Municipal Association	3,262.35	GENERAL GOVT / Insurance - INSURANCE / WORKERS COMP
00065 MAINE MUNICIPAL EMP. HEALTH	2,487.37	SOLID WASTE / TRANSFER STA - INSURANCE / HEALTH INS
00065 MAINE MUNICIPAL EMP. HEALTH	5,847.64	GENERAL GOVT / Insurance - INSURANCE / HEALTH INS
00065 MAINE MUNICIPAL EMP. HEALTH	100.50	GENERAL FUND / HEALTH INSUR
00065 MAINE MUNICIPAL EMP. HEALTH	143.01	GENERAL FUND / IPP
00065 MAINE MUNICIPAL EMP. HEALTH	13.51	GENERAL FUND / VSP Vision

### Warrant Recap

#### Warrant 15

Vendor-----	Amount	Account-----
00218 MAINE RESOURCE RECOVERY ASSOC	180.00	SOLID WASTE / TRANSFER STA - ADMIN / Compost
00095 MARANACOOK CAL RIPKEN BASEBALL	335.00	REC,PARKS/AT / BEACH - RECREATION / BASEBALL
00935 Mark Newcombe Welding	150.00	SOLID WASTE / TRANSFER STA - BUILDING O&M / MAINTENANCE
00374 Matthew Cost	51.00	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00229 Melissa A Small	21.07	COMM SERVICE / Library - ADMIN / MISC.
00139 MMTCTA	55.00	GENERAL GOVT / Admin - ADMIN / TRAIN & CONF
00360 North Coast Services LLC	7.00	SOLID WASTE / TRANSFER STA - CONTRACT SVC / UNIV WST DSP
00534 O'CONNOR MOTORS	148.45	Maintenance / Veh/Eq Maint - EQUIP O,R &M / Pickup Truck
00858 PETTY CASH	2.64	GENERAL GOVT / Admin - ADMIN / POSTAGE
00858 PETTY CASH	3.42	GENERAL GOVT / Admin - ADMIN / POSTAGE
00858 PETTY CASH	6.56	GENERAL GOVT / Admin - ADMIN / POSTAGE
00858 PETTY CASH	3.72	GENERAL GOVT / Admin - ADMIN / POSTAGE
00673 PIKE INDUSTRIES, INC.	582.35	Rds & Drain / Road Maint - PUBLIC WAYS / Gravel/Sand
00841 PretiFlaherty	1,743.75	GENERAL GOVT / Attorney Fee - ADMIN / ATTORNEY FEE
00261 Quirk Auto Group	2,261.78	Maintenance / Veh/Eq Maint - EQUIP O,R &M / Dump Truck
00117 READFIELD BLIZZARD BUSTERS	1,735.00	UNCLASSIFIED / Snowmobiling - RECREATION / SNOWMOBILING
00086 SECRETARY OF STATE (MOTOR VEH)	2,595.00	GENERAL FUND / Motor Veh Fe
00086 SECRETARY OF STATE (MOTOR VEH)	6,404.45	GENERAL FUND / Motor Veh Fe
00021 Sonya Clark	12.48	COMM SERVICE / Library - ADMIN / MISC.
00689 Stevenson Solutions, LLC	500.00	Rds & Drain / Road Maint - PUBLIC WAYS / CONTRACT SVC
00489 Susan Halberstadt	2,192.16	GENERAL GOVT - OTHER INCOME
00102 TREAS.,STATE OF MAINE (SURPLU)	1.00	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00765 W.B. Mason Co., Inc	500.37	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00765 W.B. Mason Co., Inc	115.47	COMM SERVICE / Library - ADMIN / OFFICE SUP
00093 Wayne, Town of	197.76	REC,PARKS/AT / Conservation - COMMUNITY SV / TOWN FARM/FO
00273 WINTHROP AUTO SUPPLY	55.96	Maintenance / Veh/Eq Maint - EQUIP O,R &M / EQUIP MAINT

<b>Prepaid Total--</b>	<b>9,094.54</b>
<b>Current Total--</b>	<b>140,333.55</b>
<b>Warrant Total--</b>	<b>149,428.09</b>

**Oct. 10, 2023 Warrant Summary**

<b>Warrant #:</b>	<b>Journal #:</b>	<b>Amount</b>	<b>Warrant Type:</b>	<b>SB Reviewer:</b>	<b>Signatures Required:</b>	<b>Approval Date:</b>
17	157	\$ 752,914.91	Warrant	S. DeAngelis	Three	
A	157	\$ 2,923.04	State Fees	S. Keegan	One	
B	157	\$ 7,041.53	State Fees	S. DeAngelis	One	
18	178	\$ 24,217.82	Payroll	S. DeAngelis	One	

**SUM \$ 777,132.73**


Indicates public review is required following prior approval

Indicates public review and approval are both required

# Treasurer's Warrant

Warrant # 17 & 18

\$777,132.73

Dates: 10/12/2023

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	\$24,217.82	73097-730109 173037-173055
VARIOUS VENDORS	Accounts Payable	\$752,914.91	73059-73096
	Total	\$777,132.73	

Date Signed: \_\_\_\_\_

\_\_\_\_\_  
Steven DeAngelis

\_\_\_\_\_  
Carol Doorenbos

\_\_\_\_\_  
Sean Keegan

\_\_\_\_\_  
David Linton

\_\_\_\_\_  
Kathryn Woodsum



**A / P Check Register**  
Bank: Androscoggin Bank

Type	Check	Amount	Date	Wrnt	Payee
P	47	96.77	10/12/23	17	0047 Shift 4
P	295	184.99	10/12/23	17	0295 US CELLULAR
P	999	94.28	10/12/23	17	0031 Central Maine Power Co
P	999	183.19	10/12/23	17	0031 Central Maine Power Co
P	999	30.91	10/12/23	17	0031 Central Maine Power Co
P	999	30.91	10/12/23	17	0031 Central Maine Power Co
P	999	36.46	10/12/23	17	0031 Central Maine Power Co
P	999	340.93	10/12/23	17	0031 Central Maine Power Co
P	999	425.12	10/12/23	17	0031 Central Maine Power Co
P	999	137.55	10/12/23	17	0031 Central Maine Power Co
P	73059	2,923.04	09/28/23	17	0086 SECRETARY OF STATE (MOTOR VEH)
P	73060	6,190.53	10/05/23	17	0086 SECRETARY OF STATE (MOTOR VEH)
P	73061	838.00	10/05/23	17	0098 TREAS., STATE OF MAINE (IFW)
R	73063	2,500.00	10/12/23	17	0037 30 Mile River Watershed Association
R	73064	1,684.84	10/12/23	17	0217 Alta Construction Equip NE,LLC
R	73065	6,176.51	10/12/23	17	0045 Androscoggin Bank
R	73066	2,692.20	10/12/23	17	0599 Archie's Inc.
R	73067	611.18	10/12/23	17	0022 Audette's Hardware
R	73068	100.77	10/12/23	17	0024 Baker & Taylor, Inc
R	73069	2,000.00	10/12/23	17	0447 Cartographic Associates, Inc
R	73070	55.40	10/12/23	17	0860 DR Designs
R	73071	2,363.12	10/12/23	17	0054 ecomaine
R	73072	1,350.00	10/12/23	17	0771 Family Violence Project
R	73073	1,302.38	10/12/23	17	0043 Fire Tech and Safety
R	73074	35.00	10/12/23	17	0480 Granite State Analytical Services, LLC
E	73075	285.61	10/12/23	17	0629 Irving Oil Marketing, Inc
R	73076	355,185.00	10/12/23	17	0056 Kennebec County Treasurer
R	73077	25.00	10/12/23	17	0801 Kimberly Caouette
R	73078	1,162.61	10/12/23	17	0055 KV Humane Society
R	73079	5,000.00	10/12/23	17	0760 KVCOG
R	73080	130.50	10/12/23	17	0619 Lamey-Wellehan Shoes
R	73081	327.33	10/12/23	17	0152 Lowe's
R	73082	255.00	10/12/23	17	0317 Maine Assn Assessing Officers
R	73083	4,900.00	10/12/23	17	0424 Main-Land Dev. Consultants, Inc
R	73084	8.15	10/12/23	17	0858 PETTY CASH
R	73085	60.00	10/12/23	17	0080 READFIELD CORNER WATER ASSOC.
R	73086	338,036.42	10/12/23	17	0069 Regional School Unit#38
R	73087	37.90	10/12/23	17	0867 Sara Frautten
R	73088	315.00	10/12/23	17	0192 SEACOAST SECURITY & TELE.,INC
R	73089	909.00	10/12/23	17	0662 Sexual Assault Crisis & Support Ctr
R	73090	21.60	10/12/23	17	0561 Shredding on Site
R	73091	848.25	10/12/23	17	0742 Stantec Consulting Services Inc
R	73092	455.92	10/12/23	17	0313 Toshiba Financial Services
R	73093	60.00	10/12/23	17	0509 TREAS., STATE OF MAINE (DEP)
R	73094	607.50	10/12/23	17	0103 TREAS.,STATE OF MAINE (PLUMB)
R	73095	63.24	10/12/23	17	0495 United AG & Turf NE
R	73096	11,823.80	10/12/23	17	0709 WASTE MANAGEMENT OF PORTLAND
P	93062	13.00	10/05/23	17	0100 TREAS., STATE OF MAINE (DOGS)

73062

Readfield  
12:43 PM

**A / P Check Register**  
Bank: Androscoggin Bank

10/10/2023  
Page 2

Type	Check	Amount	Date	Wrnt	Payee
<b>Total</b>		<b>752,914.91</b>			

**Count**

Checks	48
Voids	0

**Warrant Recap**

Warrant 17

Vendor-----	Amount	Account-----
00037 30 Mile River Watershed Association	2,500.00	UNCLASSIFIED / NON-PROFIT - ADMIN / MISC.
00217 Alta Construction Equip NE,LLC	1,684.84	SOLID WASTE / BACKHOE - EQUIP O,R &M / Backhoe
00045 Androscoggin Bank	6,176.51	CAPITAL IMPR / Leases - EQUIP O,R &M / Pickup Truck
00599 Archie's Inc.	2,692.20	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TRASH TIPPNG
00022 Audette's Hardware	18.58	Maintenance / Bldg Maint - BUILDING O&M / SUPPLIES
00022 Audette's Hardware	24.99	Maintenance / Bldg Maint - BUILDING O&M / GROUNDS
00022 Audette's Hardware	1.98	Maintenance / Gen Maint - EQUIP O,R &M / TOOLS R&M
00022 Audette's Hardware	14.16	SOLID WASTE / TRANSFER STA - BUILDING O&M / MAINTENANCE
00022 Audette's Hardware	498.00	Maintenance / Gen Maint - EQUIP REPLAC / TOOLS
00022 Audette's Hardware	22.34	Maintenance / Gen Maint - BUILDING O&M / SUPPLIES
00022 Audette's Hardware	7.98	Maintenance / Gen Maint - BUILDING O&M / SUPPLIES
00022 Audette's Hardware	23.15	SOLID WASTE / TRANSFER STA - BUILDING O&M / MAINTENANCE
00024 Baker & Taylor, Inc	8.99	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00024 Baker & Taylor, Inc	91.78	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00447 Cartographic Associates, Inc	2,000.00	GENERAL GOVT / Assessing - CONTRACT SVC / Soft/Lice/Su
00031 Central Maine Power Co	94.28	COMM SERVICE / Street Light - COMMUNITY SV / STREET LIGHT
00031 Central Maine Power Co	183.19	SOLID WASTE / TRANSFER STA - UTILITIES / ELECTRIC
00031 Central Maine Power Co	30.91	REC,PARKS/AT / BEACH - UTILITIES / ELECTRIC
00031 Central Maine Power Co	30.91	Rds & Drain / Winter Maint - UTILITIES / ELECTRIC
00031 Central Maine Power Co	36.46	PROTECTION / Tower Sites - UTILITIES / ELECTRIC
00031 Central Maine Power Co	340.93	Maintenance / Bldg Maint - UTILITIES / ELECTRIC
00031 Central Maine Power Co	425.12	Maintenance / Bldg Maint - UTILITIES / ELECTRIC
00031 Central Maine Power Co	137.55	Maintenance / Bldg Maint - UTILITIES / ELECTRIC
00860 DR Designs	55.40	REC,PARKS/AT / REC BOARD - RECREATION / SOCCER
00054 ecomaine	2,363.12	SOLID WASTE / TRANSFER STA - CONTRACT SVC / SINGLE SORT
00771 Family Violence Project	1,350.00	UNCLASSIFIED / NON-PROFIT - ADMIN / MISC.
00043 Fire Tech and Safety	1,302.38	PROTECTION / FIRE DEPART - CONTRACT SVC / SCBA FLOW TE
00480 Granite State Analytical Services, LLC	35.00	REC,PARKS/AT / BEACH - ADMIN / MISC.
00629 Irving Oil Marketing, Inc	44.95	Maintenance / Veh/Eq Maint - EQUIP O,R &M / FUEL/OIL
00629 Irving Oil Marketing, Inc	118.98	Maintenance / Veh/Eq Maint - EQUIP O,R &M / FUEL/OIL
00629 Irving Oil Marketing, Inc	49.20	Maintenance / Veh/Eq Maint - EQUIP O,R &M / FUEL/OIL
00629 Irving Oil Marketing, Inc	72.48	Maintenance / Veh/Eq Maint - EQUIP O,R &M / FUEL/OIL
00056 Kennebec County Treasurer	355,185.00	COUNTY TAX / COUNTY TAX - ASSESSMENTS / COUNTY TAX
00801 Kimberly Caouette	25.00	GENERAL FUND / Gile Hall
00055 KV Humane Society	1,162.61	COMM SERVICE / Animal Cntrl - CONTRACT SVC / KVHS
00760 KVCOG	5,000.00	GENERAL GOVT / Admin - CONTRACT SVC / HAZ WASTE
00619 Lamey-Wellehan Shoes	130.50	GENERAL GOVT / Admin - PERSONNEL / CLOTHING
00152 Lowe's	17.56	Maintenance / Bldg Maint - BUILDING O&M / SUPPLIES
00152 Lowe's	11.36	Maintenance / Veh/Eq Maint - EQUIP O,R &M / EQUIP MAINT
00152 Lowe's	258.58	Maintenance / Gen Maint - BUILDING O&M / SUPPLIES
00152 Lowe's	27.50	Maintenance / Veh/Eq Maint - EQUIP O,R &M / EQUIP MAINT
00152 Lowe's	12.33	Maintenance / Gen Maint - EQUIP REPLAC / TOOLS
00317 Maine Assn Assessing Officers	255.00	GENERAL GOVT / Admin - ADMIN / TRAIN & CONF
00424 Main-Land Dev. Consultants, Inc	4,900.00	Rds & Drain / Road Maint - CONTRACT SVC / ENGINEERING

## Warrant Recap

### Warrant 17

Vendor-----	Amount	Account-----
00858 PETTY CASH	8.15	GENERAL GOVT / Admin - ADMIN / POSTAGE
00080 READFIELD CORNER WATER ASSOC.	30.00	Maintenance / Bldg Maint - UTILITIES / WATER
00080 READFIELD CORNER WATER ASSOC.	30.00	Maintenance / Bldg Maint - UTILITIES / WATER
00069 Regional School Unit#38	338,036.42	EDUCATION / RSU#38 - ASSESSMENTS / RSU#38 PYMT
00867 Sara Frautten	37.90	COMM SERVICE / Library - COMMUNITY SV / LIBRARY COLL
00192 SEACOAST SECURITY & TELE.,INC	315.00	Maintenance / Bldg Maint - BUILDING O&M / ALARM
00086 SECRETARY OF STATE (MOTOR VEH)	2,923.04	GENERAL FUND / Motor Veh Fe
00086 SECRETARY OF STATE (MOTOR VEH)	6,190.53	GENERAL FUND / Motor Veh Fe
00662 Sexual Assault Crisis & Support Ctr	909.00	UNCLASSIFIED / NON-PROFIT - ADMIN / MISC.
00047 Shift 4	96.77	SOLID WASTE / TRANSFER STA - FINANCIAL / CC FEES
00561 Shredding on Site	21.60	GENERAL GOVT / Admin - ADMIN / OFFICE SUP
00742 Stantec Consulting Services Inc	848.25	REC,PARKS/AT / Conservation - ADMIN / MISC.
00313 Toshiba Financial Services	455.92	GENERAL GOVT / Comptr/Equip - EQUIP O,R &M / OFFICE LEASE
00509 TREAS., STATE OF MAINE (DEP)	60.00	GENERAL FUND / Plmg-DEP SUR
00100 TREAS., STATE OF MAINE (DOGS)	13.00	GENERAL FUND / Dog Fees Sta
00098 TREAS., STATE OF MAINE (IFW)	838.00	GENERAL FUND / Rec Veh Fees
00103 TREAS.,STATE OF MAINE (PLUMB)	607.50	GENERAL FUND / PLUMB-STATE
00495 United AG & Turf NE	63.24	Maintenance / Veh/Eq Maint - EQUIP O,R &M / TRACTOR
00295 US CELLULAR	37.00	GENERAL GOVT / Admin - PERSONNEL / TM Mile/Phon
00295 US CELLULAR	18.50	GENERAL GOVT / Code Enforce - UTILITIES / CELL PHONE
00295 US CELLULAR	73.99	Maintenance / Gen Maint - UTILITIES / CELL PHONE
00295 US CELLULAR	37.00	COMM SERVICE / Animal Cntrl - UTILITIES / CELL PHONE
00295 US CELLULAR	18.50	Special Rev / CEO Intricl - Special Rev / Misc
00709 WASTE MANAGEMENT OF PORTLAND	2,045.18	SOLID WASTE / TRANSFER STA - CONTRACT SVC / DEMO TIPPING
00709 WASTE MANAGEMENT OF PORTLAND	2,734.80	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TS HAULING
00709 WASTE MANAGEMENT OF PORTLAND	50.00	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TS CONTAINER
00709 WASTE MANAGEMENT OF PORTLAND	6,993.82	SOLID WASTE / TRANSFER STA - CONTRACT SVC / TRASH TIPPNG
<b>Prepaid Total--</b>		<b>11,525.68</b>
<b>Current Total--</b>		<b>741,389.23</b>
<b>Warrant Total--</b>		<b>752,914.91</b>

# **COMMUNICATIONS**

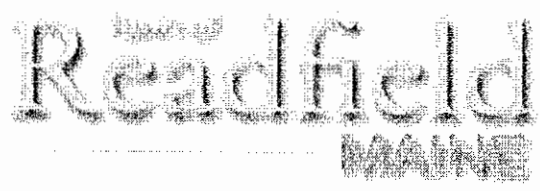
- **SELECT BOARD**
- **STAFF REPORTS**
- **BOARDS & COMMITTEES**
- **PUBLIC COMMUNICATIONS**

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**APPOINTMENTS,**  
**REAPPOINTMENTS, &**  
**RESIGNATIONS**



Recd  
8-24-2023

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

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

<p>Submission information</p> <p>Form: <a href="#">Appointment Application (Web Fillable Form)</a> <sup>[1]</sup></p> <p>Submitted by Anonymous (not verified)</p> <p>August 24, 2023 - 12:49pm</p> <p>74.75.102.130</p>
--

**Date**  
August 24, 2023

**Which Board, Committee or Commission are you applying for?**  
Fairgrounds Committee

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

**Name**  
Kathleen Landrum

**Street Address**  
32 Old Fairgrounds Road

**Mailing Address**  
32 Old Fairgrounds Road

**Phone (Primary)**  
2077107167

**Phone (Secondary)**  
2077072088

**E-Mail**  
mklandrum@gmail.com

**Below please tell us of any experience and/or training that might be useful in this position.**  
Maine Master Gardener 2011

Permaculture Landscape Design certification 2016

Kennebec Valley Garden Club

Owner/Grower; Top o'the Lake Lavender

Board member Kennebunk Community Garden 2010-2012



Helped design/develop Togus Community Garden 2012-2014

Planting 10' x 225' pollinator garden in our field on Old Fairgrounds Road. (strip is currently being "solarized").

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

I am the administrator of my husband's physician practices. Locations are in Augusta and Kingfield.

I am also growing lavender with my husband "organically", on our property in Readfield and producing gift items using the lavender varieties.

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

When Stephan was the town manager, I spoke to him and others, regarding the desire for agricultural activities/community space within the town of Readfield. With the development of voter supported multi use/agricultural space, I have a high desire to help with overcoming challenges with agricultural community/sustainability projects in Readfield.

**Electronic Signature**

Kathleen E. Landrum

**Check one!**

	I DO	I DO NOT
I DO/DO NOT approve the use of my contact information (address, email, phone) on the Town's public sites and publications.	X	

Source URL: <https://www.readfieldmaine.org/node/6133/submission/7466>

**Links**

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

page 3 has  
signatures  
page →

APPLICATION FOR APPOINTMENT FOR:

Name: Kathleen Lorchum Position: Fairgrounds Comm Term: Adhoc '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: Electronic Date: 8/24/23

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.

Monday, September 18, 2023 - yes

SELECT BOARD APPROVAL

To Kathleen Lorchum of Readfield, in the County of Kennebec and State of Maine: There being a position on the Fairgrounds Adhoc Comm 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:

10/16/2023 thru 6/30/2024. Given under our hand this , day of , 20

Steven DeAngelis

Carol Doorenbos

Sean Keegan

David Linton

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

Rec'd  
SEP 14 2023

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 14, 2023 - 9:26am  
 24.198.188.208

**Date**  
September 14, 2023

**Which Board, Committee or Commission are you applying for?**  
Fairgrounds Working Group

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

**Name**  
Howard Lake

**Street Address**

**Mailing Address**

**Phone (Primary)**

**Phone (Secondary)**

**E-Mail**

**Below please tell us of any experience and/or training that might be useful in this position.**  
I was the person who Barbara Gilmour first contacted when she concluded that the Town should own the Fairgrounds property. She had developed the original subdivision. I met with her and then called Jerry Bley leading to the Trust for Public Land project which enabled the Town to acquire the land. I have worked maintaining and improving the trails at the Fairgrounds over the years and helped Brenda with projects at the Church Road Cemetery.

**If you are currently employed, what is your position?**  
After 42 years of active law practice I am "of Counsel" at Lake & Denison, LLC in Winthrop, limiting my legal work to land conservation around the State.

Below please tell us the reason you are interested in applying for this position. As a former high school and college basketball player and youth basketball coach I am interested in seeing a court in Readfield. I also coached youth baseball for my sons from T-Ball to Senior Babe Ruth. For the last two seasons I have umpired at the Fairgrounds diamond for the Readfield major and minor league teams.

Electronic Signature  
Howard Lake

Check one!

I DO I DO NOT

I DO/DO NOT approve the use of my contact information (address, email, phone) on the Town's public sites and publications. X

Source URL: <https://www.readfieldmaine.org/node/6133/submission/7551>

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.

Sept 18, 2023

SELECT BOARD APPROVAL

To Howard Lake of Readfield, in the County of Kennebec and State of Maine: There being a position on the Fairgrounds Working Group 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:

10/16/2023 thru 10/30/2024. Given under our hand this , day of , 20\_\_

Steven DeAngelis

Carol Doorenbos

Sean Keegan

David Linton

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

AUG 09 2023

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)

August 9, 2023 - 11:39am

2603:7080:9300:8e07:f8bd:d155:df0b:4808

## Date

August 9, 2023

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

Board of Appeals

Yes No

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

## Name

Bruce Bourgoine

## Street Address

## Mailing Address

## Phone (Primary)

## Phone (Secondary)

## E-Mail

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

I have served in various capacities as both a town volunteer and in elected office including the Select Board and believe I fully understand the role, limitations, and service requirements of serving on the Board of Appeals without preconditions.

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

I am semi-retired. Previously, I was Publisher of a Maine legal newspaper for 20 years. Currently, I continue to be engaged contractually to serve part-time as Executive Director of the Maine Society of Land Surveyors and have for the last 15 years.

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

My understanding is that there are one or two vacancies on this important board which requires approaching appeals brought before it without preconceptions, a willingness to do necessary homework, and to faithfully serve with the appropriate bearing in a quasi-judicial framework. I believe I can serve the town and its citizens well by contributing for a term in this capacity.

**Electronic Signature**  
Bruce Bourgoine

Check one!

	I DO	I DO NOT
I DO/DO NOT approve the use of my contact information (address, email, phone) on the Town's public sites and publications.		X

Source URL: <https://www.readfieldmaine.org/node/6133/submission/7451>

**CLERK'S USE BEFORE THE APPOINTMENT**

Please check one:  1<sup>st</sup> 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 Bruce Bourgoine of Readfield, in the County of Kennebec and State of Maine: There being a position on the Appeals Board we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

10/16/2023 thru 6/30/2025. Given under our hand this , day of , 20  

\_\_\_\_\_  
Steven DeAngelis                      Carol Doorenbos                      Sean Keegan

\_\_\_\_\_  
David Linton                                      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:

**CERTIFICATE OF APPOINTMENT and OATH  
FOR THE TOWN OF READFIELD**  
(TITLE 30-A, M.R.S.A.ss2602)

Readfield Select Board  
October 16, 2023  
Item # 24-042

**Appointment by the Select Board**

To Marilyn Palmer of Readfield, in the County of Kennebec and State of Maine: There being a vacancy in the  
Person's name  
position of Warden the Select Board of the Municipality of Readfield do, in accordance with the  
Position  
provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such  
appointment for November 7, 2023.

Given under our hands this day of October 16, 2023.

***Select Board of Readfield***

\_\_\_\_\_  
David Linton

\_\_\_\_\_  
Kathryn Mills Woodsum

\_\_\_\_\_  
Steve DeAngelis

\_\_\_\_\_  
Sean Keegan

\_\_\_\_\_  
Carol Doorenbos

**TOWN OATH**

I, Kristin Parks, hereby certify that Marilyn Palmer this day personally appeared before me and took  
Clerk's name Person's name  
the following oath:

I, Marilyn Palmer do swear, that I will support the Constitution of the United States and of the State, so long as I shall  
Person's name  
continue a citizen thereof.

I, Marilyn Palmer, do swear, that I will faithfully discharge to the best of my abilities, the duties incumbent on me as  
Person's name

Warden according to the Constitution and laws of the State.  
Position

Appointees signature: \_\_\_\_\_ Date: \_\_\_\_\_

Before me, Kristin Parks, Town Clerk of Readfield  
Date: \_\_\_\_\_, Time: \_\_\_\_\_

**STATE OF MAINE**

County of Kennebec

\_\_\_\_\_, 2022

Personally appeared the above named Marilyn Palmer who has been duly appointed by the Select Board to the  
person being sworn in  
position of Warden in said Municipality, and took the oath necessary to qualify him/her to discharge said duties for  
Position  
the term specified above according to law.

Before me, \_\_\_\_\_ Municipal Clerk

## Appointment of the November 7, 2023 Ballot & Election Clerks

Ballot clerks are appointed for each municipal election and Election clerks are appointed every two years on the even number year for federal, state, and county elections.

<u>DEMOCRATS</u>	<u>Date</u>	<u>REPUBLICANS</u>	<u>Date</u>
Durgin, Greg _____		Palmer, Marilyn _____	
Peterson, Karen _____		Keene, Grace _____	
Molokie, Thomas _____		Clark, Sonya _____	
Whitman, Kim _____		Woodsum, Kathryn _____	
Katz-Hanish, Elaine _____		Woodsum, Steve _____	
Tolman, Andrews _____		Parks, Thelma _____	
Clark, Lorene _____		Roderick, Emily _____	

### *Select Board of Readfield-appointed October 16, 2023*

_____ David Linton	_____ Kathryn Mills Woodsum	_____ Steven DeAngelis
_____ Sean Keegan	_____ Carol Doorenbos	

### **TOWN OATH**

I, Kristin Parks, hereby certify that the above clerks, by signing this page personally appeared before me and took the following oath:

I, stated above, do swear, that I will support the Constitution of the United States and of the State, so long as I shall continue a citizen thereof.

I, stated above, do swear, that I will faithfully discharge to the best of my abilities, the duties incumbent on me as Ballot and Election Clerk according to the Constitution and laws of the State.

\_\_\_\_\_  
Before me, Kristin Parks, Town Clerk



# OLD BUSINESS

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# Readfield MAINE

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

[Home](#) > Church Road Sidewalk Project - Public Hearing October 2nd!

## Church Road Sidewalk Project - Public Hearing October 2nd!



We're highlighting some information provided previously and inviting anyone with an interest in the Church Rd. Sidewalk Project, bicycle and pedestrian safety, and economic development opportunities in Readfield to attend the upcoming Public Hearing at the Town office on Monday, October 2 at 6:30pm! Here's the primary **Revised Concept Plan** that we will be reviewing and discussing.

The process of considering a sidewalk on Church Road has been ongoing for several years, beginning with resident concerns about the safety of children (and adults) walking and biking on Church Rd. to access the Fairgrounds property and adjacent school property. Initial voter approval for the idea happened in 2017, with periodic funding requests approved at Town Meeting since then. Thanks to a Federal grant and Maine DOT support, the project is slated for an 80/20 match, with the Town paying the 20% share. Public involvement is ongoing and will continue to be a focus of the Design and Planning phase of the project. In addition to the recent and upcoming Public Hearings, this project is discussed multiple times per year during the annual Budget Process and Capital Planning meetings. We expect to consider a final project proposal in June of 2024.

### Major Project Phases and Milestones

### Status

### Date(s)

Initial Voter Approval For Sidewalk Project Grant Application

Completed

June 13, 2017

Sidewalk Project Grant Application

Completed

August 15, 2017 (initial)

Sidewalk Project Grant Approval

Completed

January 26, 2021

Sidewalk Project Design and Planning

Ongoing

2023-2024

Sidewalk Project Voter Consideration (final plan and costs)	Tentative	June 2024
Project Construction (if approved)	Tentative	Slated for 2024-2025

#### CHURCH ROAD SIDEWALK GRANT INFORMATION:

- [MDOT Grant Application](#)
- [MDOT Grant Application Attachments](#)

#### CHURCH ROAD SIDEWALK DESIGN AND PLANNING INFORMATION:

- [Revised Church Rd. Sidewalk Plan - Option 1](#) (August 2, 2023) and [Revised Church Rd. Sidewalk Plan - Option 2](#) (September 8, 2023) - These are revised plans that were developed following feedback at the public Hearing on May 8th, review by the Town's Road Committee, written public comment, a follow-up site visit by Town Staff and Gorrill-Palmer Engineers, consideration of other community needs, and discussion with a number of residents on Church Rd. Both options reflect a hybrid approach to the sidewalk but have slightly different alignments. Key considerations in developing these revised plans included:
  - Maximizing sight lines and pedestrian safety at crosswalks
  - Avoiding neighbor impacts where possible and keeping the project within the Town Right-of-Way
  - Providing on-street parking to address needs on Main Street and Church Rd.
- [Church Rd. Sidewalk Color Concept Plans](#) from the May 8th Public Hearing (received May 11, 2023) - These are color versions of the original concept plans (below) but are not the current plans.
- [Proposed Church Road Sidewalk Public Hearing / Stakeholder Meeting Letter](#) (May 1, 2023)
- [Church Rd. Sidewalk Concept Plans - DRAFT ONLY](#) (Updated mid-April, 2023) - These concept plans were developed as an essential starting point for discussing a complicated and important community project. The plans show residents who don't live on Church Rd. what the road looks like in detail, and show everyone what a sidewalk could look like on both sides of the road. This is important because any other plan would have given the perception of a pre-determined outcome, and not having a plan would have resulted in an uninformed discussion. These plans are considered "10% plans" and show a basic project sketch over a detailed base map showing the road, homes, driveways, trees, and other essential features needed for all future project planning.
- [Church Rd Sidewalk Alignment Pros and Cons](#) (Updated March 30, 2023)

#### PUBLIC HEARING INFORMATION:

Gorrill-Palmer will hold a follow-up **Public Hearing** to discuss revised project plans (above) at **6:30pm on October 2, 2023**. ZOOM meeting participation is available if you can't be there in person by using the following credentials - Meeting ID: 881 4960 8367 and Passcode: 781405 or by calling (929) 436-2866. We will send out a meeting reminder as this date gets closer.

A previous **Public Hearing** was held at 6:00pm on May 8, 2023, where residents on Church Road were invited to give their comments and concerns along with other members of the public.

Additional public hearings will be held, and there will be more opportunities for public input from all residents. To stay informed on this issue keep an eye out for future updates and visit the **Church Road Sidewalk Project** page on the Town website.

Source URL: <https://www.readfieldmaine.org/home/news/church-road-sidewalk-project-public-hearing-october-2nd>

# FY 2024 Meeting Calendar

Readfield Select Board

October 16, 2023  
Item # 24-045

July							August							September							October								
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Select Board
  Budget Committee
  Joint Select Board & Budget Committee
  Town Meeting
  Holiday

# **NEW BUSINESS**



## TOWN OF READFIELD

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

October 17, 2023

### Memorandum

To: Readfield Select Board, Town Manager  
From: Chip Stephens, Codes Office  
Subject: 2023-24 Automobile Graveyard Permitting

I have completed the review of the three automobile graveyard renewal applications and undertaken inspections of their yards; Ken' Drag-in Auto, Owners - Ken / Mark Edgecomb, Antique Auto, Owners – Cyrus / Barbara & Seth Whitcomb and Lucas Auto Parts & Salvage, Owner - Scott Lucas have maintained automobile junkyard operations and are in compliance with local review requirements. The inspections this year included the tracking of recycled materials;

- Many tons of scrap metal, used tires, aluminum rims, batteries, catalytic converters, recycled oil products used as a heating source and the resale of used anti-freeze.
- Mercury Switches – fewer are harvested each year as they were phased out for the most part over a decade ago.

These businesses were provided a 2023-24 application, inspection was scheduled to meet their needs for their yearly inspection, and have paid their \$100 fee requirement. The Readfield Inspection Checklist was followed. These auto graveyards have made improvements and should continue their improvements by following the State's Best Practices for recycling. They have better emergency access roadways and have increased their recycling activities. All liquids, batteries and switches are stored properly and/or used on site or sold to be reused / recycled to responsible parties. At least one junkyard has had issues getting the State to take in mercury switches, but there seems to be a market for scavenge individuals to fill that void as a for profit side business.

**I am recommending that their renewals be approved with conditions as stated on their permits.**

Tires are a huge problem in terms of reducing their footprint on these businesses and other properties. The cost of disposal makes it almost impossible, financially, for property owners to lower their unwanted inventory of old tires. Again as in past years, I suggest the town consider a take back or incentive partner plan (tire recycler) that would give local property owners and business an amnesty window, a few days or week, to purge their tire stock at no charge or low price. This could be a good start at alleviating the growing old tire issue.



In addition to the licensed Auto Junkyards the following locations were requested by the Town Manager to be viewed and commented on:

- L & M Towing, Lee Mank – not a grave yard but a auto and boat repair shop
- Great Northern Mortorworks, Steve Woodsum – Legal Restoration garage
- Zach Hatch – 846 Main - will be further contacted
- Parks Towing - Al Parks –Al will be registering with the state as an Auto recycler and Used Car Dealer to more efficiently use his property

All the above are cooperative and have proper activity for their approved location or remedied infractions that were necessary.

Respectfully submitted,

 2266

R Chip Stephens  
CEO, LPI



**Readfield Select Board  
Retreat Workshop Agenda – September 11, 2023 – unapproved**

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**Select Board Members Present:** Kathryn Woodsum, Sean Keegan, Steve DeAngelis, Carol Doorenbos, Dave Linton

**Excused Absent:**

**Others Attending:** Eric Dyer (Town Manager), Anjelica Pittman (Boards Secretary), Bill Starrett, Jackie Drouin, Marty Hanish

**Pledge of Allegiance**

**Special Business Item**

- 24-027 – To have the Select Board execute borrowing documents for the Maine Municipal Bond Bank associated with the Fire Truck purchase approved at the 6/13/2023 Town Meeting:
  - **Motion** to proceed with the documents and authorize the Town Manager to sign the agreement made by Sean, **seconded** by Steve, **vote 5-0** in favor.

**Opening thoughts on outcomes, agenda adjustments and ground rules (Board Chair)**

Kathryn welcomed everyone to this year's Select Board retreat, asked for open, honest discussion of goals that members of the board would like to see this year.

**Town Manager's thoughts**

Eric asked board members to have a civil discourse and be mindful of disagreeing respectfully in order to keep an open dialogue. He also mentioned how small ideas are just as important as big ideas and that the end result is doing what is best for the town and its residents.

**Reflections**

Looking back on goals from the previous year, many things were accomplished:

- Cannabis applications – Chip and Eric worked together to get the Cannabis applications revised and also revamped the scheduling for those applications.
- Comprehensive Plan Support – The Comp. Plan was worked on extensively by the committee with many surveys completed by residents and was passed by town voters at the June 2023 Town Meeting election.
- Labor contract negotiations – Negotiations were completed; the date for future negotiations was also adjusted to December.

**Readfield Select Board**  
**Retreat Workshop Agenda – September 11, 2023 – unapproved**

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- Moorings – The ‘wait and see what Winthrop does’ approach was applied here and since Winthrop has decided not to move forward at this time with a Mooring ordinance, this goal was checked off as complete.
- Beach and Weathervane parking – Completed, signs are up and the MUO is in place.

**Dinner Break**

**Considerations**

Carry over goals are:

- Town property inventory and management – Jaaron Shaw of the Conservation Commission completed much of this work already, should have it completed soon.
- Volunteer support, recognition, recruitment – During this year’s Heritage Days celebration, volunteers were honored at a potluck dinner which included the Spirit of America awards. Members of the board would like to enhance volunteer support and recognition in the coming year.
- Broadband solutions – Going forward, should change the name of this goal to “cable franchise” to continue pursuing it, and renegotiate with Charter Spectrum.
- Recreation fields and financing – started, voters approved the town moving forward with finding a solution without the use of taxes at the June 2023 Town Meeting.

Goals the Select Board would like to see Eric accomplish are:

- Transfer station review: salt and sand shed specifically.
- Winter roads options, in house or securing a new contract at the end of the current contract.

Ordinance and Policy Review (to be completed by Kathryn):

- Food sovereignty
- Term Limits for appointments
- Governance
- Real Estate
- Purchases
- Personnel
- Finance
- Franchise agreements
- Comprehensive Plan

**Readfield Select Board**  
**Retreat Workshop Agenda – September 11, 2023 – unapproved**

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- ARPA

**Aspirations**

New goals for 2023/24 include:

- Fairgrounds – Plan due by December 2023 to be available to vote on by June 2024 Town Meeting **(Sean)**
- Church Street Sidewalk – Currently in the planning phase (2023/24), progress was made and options were presented by the engineers to residents, however they have gone back to the drawing board for various reasons and will meet again to go over new options in the coming months **(Carol)**
- RSU #38 – Made progress with the RSU this year, will continue to collaborate and build community relationship **(Steve & Sean)**
- Community Building – Grow communication, participation, ADA, and volunteer relationships **(Carol)**
- Community Programming Director – To oversee and manage the Beach, Recreation, Library and Fairgrounds as a whole **(Dave & Sean)**

**Commitments**

Board members will do one minute check-ins on their goals at coming meetings

**Adjournment**

*Minutes submitted by Anjelica Pittman, Board Secretary*

**Fiscal Year 2024-2025 (FY24) Budget Goals & Warrant Worksheet**

**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.:**

# **OTHER BUSINESS**

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