

Town of Readfield

Boards, Committees & Commissions

Meeting Minutes (Approved & Draft Form)

as 01-19-2024

|                          |                   |          |
|--------------------------|-------------------|----------|
| • Age Friendly Committee | November 08, 2023 | Approved |
| Age Friendly Committee   | December 13, 2023 | Approved |
| Age Friendly Committee   | January 10, 2024  | Draft    |
| • Cemetery Committee     | October 16, 2023  | Approved |
| Cemetery Committee       | January 08, 2024  | Draft    |
| • Planning Board         | December 12, 2023 | Approved |
| Planning Board           | January 9, 2024   | Draft    |
| • Recreation Committee   | October 17, 2023  | Approved |
| • Road Committee         | November 09, 2023 | Approved |

## Minutes of Age Friendly Committee Meeting

November 8, 2023

Present: Marianne, Ed, Marge, Maggie, Elaine Eric, Deb

Guests: Melissa and Stephanie

Approval of Oct 11, 2023 Minutes

### 1. Update on Senior Café

Melissa presented summaries of the 2 meetings that have occurred recently, these are the highlights.

- Dan Holman expressed the school administration's enthusiasm to see the café continue at the Middle school
- Thursdays from 9:30 – 11 on a weekly basis has been determined to be the opportune time that would not conflict with surrounding community activities.
- The school will continue to provide the muffins but not the coffee
- Dan has written a grant that may cover additional costs. (Eric has stepped up to say he can provide the coffee, Yeah!)
- Dan will NOT be at the café meetings but will be the point person for communication. He will arrange for the student greeters
- High school senior, Dora, will be available at each meeting to help set up, monitor student movements to and from their classes and help with clean up.
- Dan will also help coordinate the student participation – these would be 15-20 minute presentations that would take place twice a month
- Melissa will help with publicity and will assist with the program start up but plans to phase out after the first of the year. She is however willing to continue to do the publicity.
- Proposed starting date Nov 30. Students could participate on that date and on Dec 21. Dec 7 and 14 would be open for discussion for future activities/events.
- Melissa mentioned that Vickie from Manchester and John from Mt. Vernon have ongoing programs and may be great resources for ideas.
- Finally a Readfield Age Friendly Steering Committee has been established: Deb, Marge with assistance from Marianne, John and Stephanie.
- The Steering Committee will select one person who will be the one to communicate with Dan Holman and will work out how to set up a calendar.
- It was understood that the Steering Committee members will not be required to attend all the café meetings. That responsibility will be shared on a rotating basis.
- The Senior Café will be rebranded to be called the Maranacook Community Café supported by Readfield Age Friendly Committee.

2. Setting Up a Calling Tree: An ad was placed in the November Messenger with Elaine listed as the contact person. No inquiries have been made either for need or for volunteers.

3. Election Table Update: Eric reported that it was so busy he used up all the Hand Helper magnets in the first 15 minutes! He also got two Handy Helper volunteers - an electrician and someone who can offer general help.
4. Assembling the Welcome Bags: The process of assembling 21 bags was completed. They are filled with an amazing assortment of information and more flyers will be added as they are obtained. Bags are available for distribution as new Readfield residents come to the town office. This was a terrific team effort that the AFC brought to fruition.
5. Readfield U Planning is underway. Maggie hopes that we can get the presenters to fill out the online application by Jan 12, 2024 so that publicity can begin shortly thereafter. Here is the current list of presenters that the AFC members will reach out to.
  - Cheryl Farley – certified Plant Based Nutritionist - Maggie
  - Mary Ellis – Geriatric PT Fayette - Maggie
  - CPR and How to use a Defibrillator – Elaine
  - Fire Safety including distribution of free smoke and CO detectors and instructions - Ed
  - Art Gallery – Camille – Elaine
  - Holly Maffei, Iris paper-folding - Maggie
  - Dale Potter, any program - Maggie
  - 2024 Kents Hill School Bicentennial – Marianne
  - Meeting House/Vestry Update with John – Marianne
  - Gardening ( Lavender or Permaculture) with Kathy Woodrum – Deb
  - Trent Emery Crop Shares - Marge
  - Fairgrounds Committee Update – Elaine
  - Trails Committee, Jackie Drouin - Marge
  - KLT -new acquisitions or their choice of presentation – Elaine
  - Sustainable farming practices, last year’s speaker - Maggie
  - Stephanie Donaldson – Trip to S. America to see wildlife and photography - Deb
  - Mary Denninson, How to Solve the NY Times Crossword puzzle - Maggie
  - Vintage Violette – refinishing furniture - Melissa
  - Muddy Boots Nursery - Melissa
  - 2 Library sponsored author presentations - Melissa
  - Readfield in the Good Old Days, Dale Potter Clark and panel with Ed and friends - Maggie and Ed
  - Shriner Children’s Hospital - Ed
  - Wabanaki REACH – Maggie

Still looking for more craft programs and music; hands-on activities, slide shows, games, possibly intergenerational events. Ending Potluck – international foods - Still to be determined.

Meeting adjourned 11:00

Respectfully submitted, Elaine

## Age Friendly Committee Meeting

December 13, 2023

Present: Maggie, Deb, Elaine

Absent: Marianne, Marge, Eric J., Ed

Approved minutes of November meeting

Old Business:

- I. Readfield U planning:  
See Maggie's list of presenters  
If you were not at this meeting but have responses from presenters, please forward this to Maggie. She hopes to have the schedule done by Jan 10  
One question that still remains – do we want to host a potluck event to cap off the end of Readfield U. This would be on Sunday March 31. We would need volunteers to coordinate this event. We should make a decision in time to get it on the calendar.
- II. Maranacook Community Café  
Things are falling into place. Attendance is holding steady considering the holiday season.  
Coffee donated by Eric J. is much appreciated.  
Deb will reach out to Joe Austin from NDN to speak about the program as there is a need for additional Readfield drivers.
- III. Welcome Bags  
We added painted rocks from the Readfield Elementary school children and Post Office mice.  
We will ask Melissa if she has room to keep 2 Welcome Bags since often new residents show up at the library.

New Business:

- I. Potential addition of Town of Readfield Recreation Coordinator

Elaine indicated that this is being seriously considered by the Readfield Selectboard.

As such, the AFC would like to provide input as to how this individual may play an important role in organizing Age Friendly activities such as:

Taking over the organization of Readfield U

Adult exercise classes

Facilitating the Community Café

Organizing a once-a-month Community breakfast

Bringing music/art events

Creating a Community Theater for adults and children

Organizing Farmer's Market/Craft fairs.

As the Age Friendly Selectboard liaison, we will ask Steve to bring this to the attention of the Selectboard as they develop a job description for this position.

## II. Annual Budget Request

The AFC will submit a budget request in the same amount as 2023 which was \$ 2,000.

## III. Emergency Readiness Planning

To help the AFC create a resource plan for residents to prepare for different types of

emergencies, Sean Goodwin from Kennebec County Emergency Management,

has agreed to attend the AFC Jan 10,2024 meeting at 10 am.

Meeting adjourned 10:15

Respectfully submitted, Elaine

Age Friendly Committee Meeting  
January 10, 2024 on Zoom

Present: Maggie, Marianne, Deb, Marge, Ed, Elaine

Absent: Eric J.

Old Business:

Approved Minutes of Dec 13, 2023 minutes

Readfield U:

The March calendar is filling up with many interesting learning opportunities. There are still a few programs that have to be nailed down. Once the calendar is set, Maggie will set up packets of posters and flyers to be distributed by all of us according to the sign up list that was created today.

It was decided that we will not be scheduling a Potluck dinner this year.

Maggie also described what a labor intensive process organizing Readfield U has been for these last 2 years and perhaps going forward we can develop a subcommittee of volunteers to work on this.

New Business:

I. Maine Community Foundation Grant

Melissa Small ( Readfield Community Librarian) has generously offered her time to submit a grant application from Readfield Age Friendly Committee on behalf of the Town of Readfield.

A wish list of items that would support the many activities of the Community Café and Readfield U was compiled:

- A microphone/headset. This could be used for any program the committee sponsors as well as Readfield U and the Community Cafe. Several of our program participants have varying degrees of hearing loss making it difficult to participate. This would be an important step towards increasing accessibility.
- Funds for materials to be provided to presenters at Readfield U (eg. art and craft supplies)
- Printing and publicity. Readfield U has a website to maintain . Hundreds of flyers are printed each year, and dozens of posters for Readfield and surrounding communities, including Winthrop, Fayette, Mount Vernon, Manchester, Wayne, Augusta and Hallowell.
- Signage for both programs

- Refreshments - coffee, tea, edibles, coffeemaker and tea kettle.
- Possibly rental of the Vestry for the Community Café and other AFC activities during the summer months.
- Canvas tote bags to use as Welcome bags for new residents
- Clear nametag holders for the Community Café and AFC activities
- Lightweight folding chairs for outdoor events
- Lightweight easy to carry plastic tables for outdoor events.

## II. 2024 AARP Livable Communities Rural Lab Application

Everyone agreed that with all the activities that AFC is currently working on, it is not possible to take advantage of this particular grant opportunity as the application deadline is Jan 19, 2024.

## III. AFC role in developing Emergency Response community support.

Unfortunately, due to the chaotic weather events today, the meeting with Sean Goodwin from the Kennebec County Emergency Response agency was rescheduled for the Feb 14, 2024 AFC meeting at 10 am. However, a discussion ensued and the committee agreed that this is a very important topic that we want to pursue. In addition to learning more from Sean Goodwin, we will try to reach out to Manchester and Mount Vernon to learn what is going on in our neighboring communities.

Elaine reported that there have not been any responses to the ad regarding a Calling Tree that has been in the Readfield Messenger for the last 2 months. Maggie suggested that we learn more about a program called Nextdoor which has contacted some Readfield residents to gauge interest.

## IV. Indoor Walking at Maranacook;

This will be available Monday- Thursday from 3:30 - 8:30 pm. Each loop through the hallways represents ¼ mile.

Meeting adjourned 10:15

Respectfully Submitted, Elaine

## Readfield Cemetery Committee Meeting Minutes

October 16, 2023

**Present:** Andy Tolman (Chair), Ben Rodriguez (Sexton), Grace Keene, Brenda Lake, Tom Molokie, Pam Osborn, Marianne Perry. **Absent:** Lee Livingston, Warren Norris, Karen Peterson.

Meeting was called to order by the Chair at 10:34 am.

**Secretary's Report:** Voted to accept the September minutes as presented.

**General Remarks:** There was discussion about the budget for next year. Nothing specific has been planned, except for hiring Joe Ferrannini for stone repair. Pam suggested that Ben present a list of needed expenditures.

### **Sexton's Report: Ben Rodriguez**

As of right now, all cemeteries except for Readfield Corner have been mowed.

Ben met with Kents Hill School honor students, and hopes that a Kents Hill Cemetery project would be a possibility for them, as well as a potential research project. Ben will hopefully meet with Maranacook teacher Shane Gower as well about a potential project for Maranacook High School students.

There has been no input yet on a tree RFP. Trees at Kents Hill, Case, and Dudley are in need of attention. Ben will also walk around East Readfield and Church Road to spot problem trees at those cemeteries. There has been nothing spent yet in the 2023-2024 tree budget. Grace wondered about getting an opinion on tree cutting from Harold Burnett. A discussion ensued about planting new trees; Ben pointed out that very recently there have been new trees planted at Case and Whittier.

Ben is in favor of hiring Joe Ferrannini for more hours next year; there is \$1500 left in the stone repair budget. Some stone repair items have a shelf life so should be used up before too long.

Grace asked if we still plan to apply a bag of lime to a section at Case. Ben is still waiting to hear from Turf Solutions as to treating the grub problem there. Marianne suggested connecting with a local cooperative extension service about the problem at Case. All agreed that this would be a good idea.

**Next meeting** will be November 20<sup>th</sup> at 10:30am

Meeting adjourned at 12:08pm

Brenda Lake, Secretary Pro Tem

## Readfield Cemetery Committee Meeting Minutes

January 8, 2024

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

Meeting was called to order by the Chair at 10:30 am.

**Secretary's Report:** Voted to accept the minutes from November 2023.

**Sexton's Report: Ben Rodriguez:**

Wreaths were placed at all cemeteries in early December, with assistance from Doug Ferris and Darlene Lavallee. Wreaths were removed at the end of the Christmas season. There was a brief discussion about leaving them up a bit longer.

The Wreaths Across America presentation went well. Ben saved the metal wreath holders to use again.

After the recent rain and wind storms, no stones were damaged, and there were no major issues in any of the cemeteries. There was a branch down at Dudley, and several fallen trees at Huntoon which will be picked up in the spring.

Need to pick dates to follow through with the Tree RFP, including Pre-Bid and presentation to the Select Board. It is likely that \$7000 will be spent, as there are many low hanging branches and dead limbs.

Ben would like to get Joe Ferrannini to help with gravestones for a couple of days before the end of the fiscal year.

There have been signs of an animal digging problem at Kents Hill, Readfield Corner, and East Readfield cemeteries.

Ben and Marianne will go to Longfellow's sometime as spring gets closer to look for flowers to plant in the berms at East Readfield. Nothing will be done at Readfield Corner because of needed stone wall repairs.

Ben will continue to work with the chipper/shredder in the cemeteries. No maintenance has been needed on the machine; it has done 7 hours of work. Ben says that it works very well for our needs.

Marianne encouraged the use of ecological gardening and maintenance in the cemeteries.

Clean fill is a problem at several of the cemeteries. There are big piles of dirt and rocks at both Readfield Corner and East Readfield. Lee wondered if there was a Readfield contractor who would haul the piles away at no cost; Tom moved and Grace seconded that Lee, with Eric's approval, approach someone local to haul the piles away for free. All approved.

**Bylaws Review:**

The Adornment of Gravesites section of the Rules was amended and passed unanimously by the Cemetery Committee. Thanks to Pam and Marianne for their work on this section. The Committee plans to go over the Regulations in their entirety at the next meeting. The draft will then head for approval to the Select Board and Town Manager.

**Budget Update/Planning:**

The swale at Readfield Corner seems to be working. Repairing the stone wall will be very costly; perhaps \$4000 for just 20 feet of work. Ben suggested doing only part of the wall to reduce the budget. Karen urged that costs be kept feasible, and to focus on things we can accomplish right now and look at larger repairs in the future. Pam suggested doing projects early in the fiscal year. Grace stated that out of the \$17,500 total Cemetery budget, taxpayers would be responsible for \$7500. Andy suggested that we reduce or eliminate the stone wall repair, and focus instead on monument repair. The Cemetery Committee voted to recommend the Draft Budget for 2024 as presented.

**Next meeting will be February 12 at 10:30am.**

**Meeting adjourned at 11:32am.**

**Brenda Lake, Secretary Pro Tem**

# **Readfield Planning Board**

## **Meeting Minutes of December 12, 2023 - Approved**

**Planning Board Members Present:** Paula Clark (Chair), Jack Comart, Brandon Fike, Peter Bickerman, Don Witherill, Henry Clauson, Bill Buck

**Excused:** John Mitchell

**Others Attending:** Chip Stephens (CEO), Anjelica Pittman (Board Secretary), John Cushing, Kara Moody, Martha Staskus, Kartika Wright

### **Meeting called to order by Paula at 6:30 PM**

#### **Public Hearing:**

**Norwich Technologies / Readfield Main Street Solar LLC** - Proposal to rezone to a Commercial Industrial District (CID) to allow the construction of the Main Street Solar Project, a distributed generation large scale solar energy system on the south side of Main Street (route 17). A CID, as required by Article 7, sec 4, 8 and defined in Article 9, requires commercial, industrial or infrastructure activities with greater than 5000 square feet coverage to be located in a CID. The project parcel is proposed to contain greater than 5000 sq. ft. of Solar Panels coverage on 71.93 acres and the site will be on an open field portion of the project. The total fenced area will be 9.59 acres, the total project limits will be 17.51 acres and total impervious area of the project will be .25 acres. The address is on **Main Street on Map 143 Lot 014 in the Rural District**

Paula gave a review of the application thus far and opened the Public Hearing. Kara Moody and Martha Staskus summarized their application to the board including consultants they use, the solar project array details, site details, environmental details and their reason for rezoning. They also discussed interest in agricultural uses on the property and that they may like to incorporate that into their building permit if needed. If the rezoning goes through, it will apply to the entire lot, not just the solar array area.

Henry asked the applicants if they could provide examples of how their project would benefit the residents of the Town of Readfield. Both Kara and Martha gave examples such as the solar being a clean renewable source of energy, there are no emissions or hazardous materials produced and no demand on town services. They stated that the solar array is a form of conservation due to the fact that the panels are not permanent and will be removed when decommissioned. The town will also receive taxes on the land from the project, and the electricity from the solar array will go into the CMP system for the state of Maine. Once the array is online, people can sign up for the Net Energy billing.

There has been a lack of public comment on this application to this point. With that in mind Paula suggested the Board leave the record open until 5PM December 21, 2023 to provide opportunity for public comment. Any comments received will be sent to Martha and Kara so they have a chance to respond to comments at the January 9<sup>th</sup> meeting. The Board will deliberate their decision on this application at the January 9<sup>th</sup> meeting, and consider a recommendation to the Select Board for their regularly scheduled meeting January 22, 2024.

# Readfield Planning Board

**Cushing Storage LLC** - Proposal to rezone to a Commercial Industrial District (CID) to allow the construction of additional storage space on 866 Main Street (route 17). A CID, as required by Article 7, sec 4, 8 and defined in Article 9, requires structures with greater than 5000 square feet coverage to be located in a CID. The proposed project is to build two additional storage buildings, the first building will be approximately 100' x 20', and the other storage building will be approximately 100' x 50'. The address is at **866 Main Street on Map 121 Lot 020 in the Village District.**

Paula gave a review of the application thus far and opened the Public Hearing. John Cushing appeared and presented an overview of his application. John would like to build two storage buildings in addition to the storage units he already rents out on his property. One building will be 100' x 50' and the other will be 100' x 20'. The larger of the two buildings will be used to store larger items like boats and vehicles, any lighting will be solar, and if the buffer of trees already in existence on the parcel is not wide enough John is open to minimizing the size of the proposed buildings or consolidates them to one building. Since the last meeting John has been considering heating the larger of the two buildings, in which case would require electricity to it, but the powerlines would run underground. The storage units will be open/accessible 24/7, John does not see a lot of traffic as it stands now, however he is open to adding a gate if needed. John keeps a close eye on the property.

Kartika Wright, an abutter to the property attended the Hearing and stated that she appreciates the responsible use of the lot and color of the more recently built storage unit John recently constructed as the color scheme he used blends in well to the natural surroundings. Kartika said that John looks ahead as needed and she had no qualms with his current application.

Paula suggested following the same course of plan as the previous application with Norwich. The Board agreed.

## Old Business

Paula addressed previous Board discussion about incorporation of State Legislation LD2003 and consulting services. Paula, Jack and Eric Dyer met via Zoom with a consultant from Northstar Planning prior to signing a contract with them. The Northstar planning consultant will attend the January 9<sup>th</sup> Planning Board meeting to meet the Board and discuss LUO revisions needed to comply with LD2003. The consultant will put together a package a week before the meeting for the Boards review. Northstar will give an overview of LD2003 and will address both mandatory and optional items to consider at that time. Chip will recirculate the LD2003 information he has to members of the Board. The Planning Board will meet at 6PM for the January 9<sup>th</sup> meeting to allow for both CID applications and discussion with the Northstar consultant.

## **Approve Minutes from November 14, 2023**

The Board made a couple of minor edits to the minutes. Henry **motioned** to approve the minutes as amended, Peter **seconded**, **vote 7-0** in favor.

Prepared by Anjelica Pittman, Board Secretary (approved 01/09/2024)

# Readfield Planning Board

Adjourn

Meeting adjourned by Paula at PM

# Readfield Planning Board

## Meeting Minutes of January 9, 2024 - Unapproved

**Planning Board Members Present:** Paula Clark (Chair), Jack Comart, Brandon Fike, Peter Bickerman, Don Witherill, Bill Buck, John Mitchell

**Excused:** Henry Clauson

**Others Attending:** Chip Stephens (CEO), Anjelica Pittman (Board Secretary), John Cushing, Kara Moody, Martha Staskus, Grace Keene, Ed Berdman, Jamel Torres

**Meeting called to order by Paula at 6:30 PM**

**Public Hearing:**

**1. Norwich Technologies / Readfield Main Street Solar LLC – Continuation of Planning Board Deliberations from December 12, 2023** - Proposal to rezone to a Commercial Industrial District (CID) to allow the construction of the Main Street Solar Project, a distributed generation large scale solar energy system on the south side of Main Street (route 17). A CID, as required by Article 7, sec 4, 8 and defined in Article 9, requires structures with greater than 5000 square feet coverage to be located in a CID. The project parcel is proposed to contain greater than 5000 sq. ft. of Solar Panels coverage on 71.93 acres and the site will be on an open field portion of the project. The total fenced area will be 9.59 acres, the total project limits will be 17.51 acres and total impervious area of the project will be .25 acres.  
The address is on **Main Street on Map 143 Lot 014 in the Rural District**

Continuing the Public Hearing from December 12, 2023, Paula opened the discussion on the Norwich application and the steps taken to this point, as well as the process going forward. 3no additional comments from the public were submitted during the extended Public Hearing continuation for either application.

**Motion** to close the Public Hearing made by Bill, **seconded** by Don, **vote 7-0** in favor

For the boards' deliberation, they talked about each standard listed under Article 9, Section 2 of the LUO. As for the first standard required, the board found that Norwich's application is consistent with the towns' Comprehensive Plan in keeping with the town's rural character. The second standard was also consistent with the LUO; the applicant made an appropriate argument and addressed the needs of the town and compatibility with their application. The third standard requires that the application serve the public good, safety or welfare of the Town. The Board found that the applicant met the third standard, there will be no climate impacts with his project, it will provide clean energy to the State of Maine, and tax implications were discussed. The fourth and final standard to meet in section 2 is that the proposal shall be protective of all natural resources including significant wildlife habitat. Norwich has looked over town maps and consulted with natural areas program as well as IF&W with no issues found. The applicant looked at soils maps and tested and identified a small portion of the parcel with agricultural soil in part of the property not being developed. John inquired if there is an erosion and sedimentation plan which the applicant did address and will be revisited for a site plan review if the application gets to that point. Peter mentioned there is no risk to wildlife and confirmed with the applicant that the electricity lines will be run underground. Jack also mentioned that the land will be returned to its natural state once the solar project is decommissioned. It was agreed that all four standards were met by the applicant.

# Readfield Planning Board

**Motion** made by John to recommend the application to the Select Board with standard conditions to limit the development in rezoned area to that which was presented in the application only, **seconded** by Bill, **vote 7-0** in favor.

## **2. Cushing Storage LLC - Continuation of Planning Board Deliberations from December 12, 2023 -**

Proposal to rezone to a Commercial Industrial District (CID) to allow the construction of additional storage space on 866 Main Street (route 17). A CID, as required by Article 7, sec 4, 8 and defined in Article 9, requires structures with greater than 5000 square feet coverage to be located in a CID. The proposed project is to build two additional storage buildings, the first building will be approximately 100' x 20', and the other storage building will be approximately 100' x 50'

The address is at **866 Main Street on Map 121 Lot 020 in the Village District**

Paula again gave a briefing detailing the application process up to this point and what the next steps will be going forward.

**Motion** to close the Public Hearing made by Bill, **seconded** by Peter, **vote 7-0** in favor.

For this application, the board reviewed the same four standards in Article 9 Section 2 of the LUO. The board found the first standard in line with the application, that the application is consistent with the Comprehensive Plan and the business is located appropriately in a growth area of town. The second standard was also met; the application is consistent with the surrounding area and the location of the buildings proposed being down the slope of the property and will be well screened. Jack noted that it is a good use of the land and all facilities are in one location. Paula noted that the town maps were reviewed by the applicant for natural and protected areas. The third standard was met based on the need for residents to have access to storage facilities, and that there will be a positive tax implication for the town. The fourth and final standard requiring protection of natural resources and wildlife habitat was completed by the applicant with the review of natural resources map, there is no wildlife area designations and erosion control and buffers were addressed. Paula noted that the standards have been met and the application is consistent with the LUO requirements.

**Motion** made by Don to recommend the application to the Select Board with standard conditions to limit the development in rezoned area to that which was presented in the application only, **seconded** by Peter, **vote 7-0** in favor.

### Minutes:

#### **Approve Minutes from December 12, 2023 (taken out of order)**

Don **motioned** to approve the minutes as modified, **seconded** by Bill, **vote 7-0** in favor.

### New Business:

**Presentation Concerning LD 2003 and Readfield** - NorthStar Planning for initiation of our discussions related to LUO revisions necessary for compliance with LD 2003. Jamel Torres will join us via Zoom at our Tuesday (1/9) meeting to present and discuss. This will be the first of several meetings during which we will  
Prepared by Anjelica Pittman, Board Secretary (unapproved)

# Readfield Planning Board

discuss and make decisions concerning necessary LUO modifications. My goal for Tuesday is that we all come away with a solid understanding of the purpose and scope of the legislation (LD 2003), and Readfield's obligations and options in terms of achieving consistency with it. (60-90 minutes)

Jamel Torres from NorthStar Planning presented a summary of LD2003 to increase housing opportunities in the state, triggering varying impacts and modifications on towns' LUOs. The legislation allows additional homes on single lots within designated growth areas. Jamel noted that Readfield's updated Comprehensive Plan will be beneficial in making changes in the LUO.

Jamel sent a memo to the Planning Board with an overview of the three sections of LD 2003 that are relevant to Readfield; the density bonus (2.5x), multiple dwelling units, and accessory dwelling units (ADU). He did note that additional dwelling units are still required to meet setback limits. Jamel also recommended adding deed restrictions for a certain number of years to ensure homes remain affordable to achieve a density bonus. Any lot with a single family home can have an ADU and it would be exempt from residential density requirements.

NorthStar did an extensive review on Readfield's ordinances and provided proposed modifications for LD 2003 incorporation. Jamel said they begin with minimal revisions and he always recommends a town attorney review, which Readfield does yearly with LUO revisions. The memo Jamel sent also gives recommended and required changes consistent with the statute.

The board and Jamel discussed the possibility of adding a standard for minimum length of ADU rentals to limit the number of short term rentals. Chip suggested incorporation this year could be too lengthy of a process with the incorporation of LD 2003 but to stay cognizant of it for future LUO revisions.

Paula suggested reviewing certain section of the Comprehensive Plan to ensure the LD 2003 changes are consistent with it.

Jack inquired how a property with an ADU might be transferred in a sale and if it would reflect on the deed in these cases. The maximum size limit to ADUs in the draft language is currently 700sqft; some towns use a percentage of the primary home. Jamel responded that the square footage in the language can be changed if the board felt different.

Jamel suggested he come back for another meeting to go over every section in detail for specific language. Paula requested that Jamel identify for the board where there are decisions the board will need/should make in the draft LD 2003 revisions in a follow up meeting.

The board will continue to review the memo sent by Jamel and reconvene for this subject January 30<sup>th</sup>. The January 30<sup>th</sup> meeting will replace of the January 23<sup>rd</sup> meeting and should leave ample time for follow up meetings with NorthStar.

**Meeting adjourned by Paula at 8:28PM**

Recreation Committee Meeting Minutes – October 17, 2023 – Approved

**Attendees:** Hannah Flannery, Tom Labrie, Matt Lajoie, Matt M, Jeff Carlson Greg L, Jenn Worthing

**Agenda**

- Soccer
  - Equipment return.
  - In the future, start signups around the same time as travel soccer. July 1
- Trunk or treat
  - Discuss existing sign ups.
    - REPA - Dugout
    - Cub scouts will have grill burgers and hotdogs.
    - 10 trunk sign ups so far.
    - Open gate for setup: 3:30
    - Away dugout will have movie screen.
      - Generator
      - Hot coco
    - Parking attendant.
    - Trying to get an old car to do trunk or treat.
- Basketball
  - Covered what age groups to do skills and drills.
  - Target start date is beginning of December. 12/2 (1-6th grades only) No more pre-k/k(too young)
  - 2/3/2023 for the end of the season.
  - Skills and drills(11/18/2023)
    - Boys 3-4: 9 - 10 am
    - Boys 5- 6th: 10:15-11:15 am
    - Girls 3-4: 11:30-12:30 pm
    - Girls 5- 6th: 12:45-1:45 pm
  - Asking highschool teams for help to coach/ ref games/skills
  - Ask to use Manchester gym/ RES
  - Jen to create flier
  - \$40 for 1st and 2nd, gets a shirt and ball.
  - \$40 shirts but a price break for more kids from same family.
  - DR may provide shirts. Late sign ups can pull from inventory.
  - Order more basketballs for groups. Get 15 good basketballs with leaving Manchester and Maranacook.
- Fairgrounds Update
  - Determine, *still*, where the basketball court goes. Two locations at the middle/highschool or Fairgrounds.
  - Funding sources that are NOT town funds.
  - 11/2 next fairgrounds meeting
- 11/14 for next rec meeting

## READFIELD ROAD COMMITTEE

November 9, 2023

Present: Per Garder PE, John Cannell, Mike Laberge, Roland Cote PE (Ret) PE, Brian Tarbuck PE, Doug Riley PE, Matt Seems

Absent: Henry Whittemore

Meeting was called to order by Mike Laberge at 6 PM in Giles Hall.

- 1) Minutes of our October 12th meeting were approved as submitted.
- 2) Scott Horne has plenty of equipment for plowing this winter.
- 3) Approximately 3000 cy of salt/sand has been loaded into the shed. We have concerns about the structural integrity of the salt/sand shed. Scott Horne has contacted an engineering firm for input.
- 4) Matt's crew, with a new chipper, is doing a fine job of trimming trees along town roads. The 1 ton Ford diesel truck is under worked. Town could/should trade it for a gas powered truck. Present truck repairs have cost \$14,000 so far this year!
- 5) Cushing is almost done with his contract ditching. The new 3011 by 60' culvert has been installed on Beaver Dam Road.
- 6) Town has ordered several new street signs.
- 7) Skip Strong has agreed to improvements at the P-Ridge/Nickerson Hill Road intersection. Town will get a signed easement from Skip before doing the work.
- 8) Next public hearing for the Church Road project will be January 16, 2024.
- 9) Brief discussion about Kennebunk's "Traffic Calming" process.
- 10) Next meeting on January 11, 2024 at 6PM in Giles Hall

Minutes Respectfully Submitted by

Douglas A Riley PE