

Town of Readfield
Boards, Committees & Commissions
Meeting Minutes (Approved & Draft Form)
as 12-08-2023

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| • Connectivity Committee | December 4, 2023 | Draft |
| • Fairgrounds Working Group | November 2, 2023 | Approved |
| Fairgrounds Working Group | November 21, 2023 | Draft |

Connectivity Committee Minutes **DRAFT**
Monday, December 4, 2023
6:30 to 7:30PM at Readfield Town Office

1. Roll call and determination of quorum. Members present: Eric Dyer, Rocko Graziano, Shawn Roderick, Dan Wells, Kathryn Mills Woodsum
2. Review of minutes from previous meeting. This is the first meeting so there are no previous minutes.
3. Oral and written communications.
 - a. Readfield Town Manager: Eric
 - i. Review charge of the Ad-hoc Committee. The committee agreed to everything on the committee purpose sheet, and requested that Item 4 under Organization and Management have the date revised from 2024 to 2025 to match item 1.
 - b. Other, if any.
4. Members of the public may address the committee on issues pertinent to the agenda. No members of the public were present.
5. Unfinished business.
 - a. This is the first meeting of the committee so there was no previous business.
6. New business.
 - a. Annual Election of Officers. Chair: Dan Wells, Vice-Chair: Rocko Graziano, Secretary: Kathryn Mills Woodsum. If the committee draws in more members, we are happy to revisit these positions.
 - b. Review old Cable Television Ordinance and proposed new ordinance. The original and current ordinance was implemented in 1988 and is out of date. The Select Board had previously authorized the Town Manager to have legal counsel draft a new ordinance for this committee to review and comment on. An ordinance is required by Maine state law for a town to have cable service. This is the important first step in being able to renew the current franchise agreement with Spectrum. We will all read these prior to the next meeting and Rocko will provide specific information that has changed from the 1988 version to the proposed 2023 version.
 - c. Cable Franchise Agreement. We need to have a new franchise agreement with Spectrum as the current one had an end date of 2011 though it continues along at the same terms until a new agreement is signed. This is very out of date and needs to be negotiated in FY2025.
 - d. Discuss public outreach. It was suggested to have the ME Connectivity Authority (MCA) come to our next meeting to discuss task 3: Pursue public outreach, education, and engagement around connectivity, with a focus on assisting older and lower-income residents. MCA has a large volume of contacts and printed materials available to assist us and they regularly meet with town committees across the state.
7. Set next agenda. (2 min.)
 - a. Set next meeting date and time.
 - i. Monday January 29, 2023 at 6:30PM.
 1. Presentation and discussion with MCA.

2. Review the budget request for FY2025 for renewing the cable television franchise agreement with Spectrum.
3. Review the old and new ordinances and make a recommendation for the Select Board to include on this year's town meeting warrant.

8. Adjournment.

Attachments: Ad-hoc Committee Purpose, 1988 Cable Television Ordinance, proposed new Cable Television Ordinance

DRAFT

Minutes of Fairgrounds Working Group November 2, 2023

Group Members Present: Jerry, Steve, Greg D, Greg L, Deb, Hannah, Rob, Elaine

On Zoom: Jackie, Andy, Kathleen

Liaison: Don Witherell, Planning Board

I. Review/Approve previous minutes

Revised Sept 2023 minutes were adopted

Oct 12 minutes were adopted with revisions/corrections

2. Siting the basketball court (BBc)

1. Jerry reported on his conversation with Town Manager, Eric D. who is supportive of about pursuing a partnership with the school.

2. Jerry sent Regina Leonard (Landscape Architect) the proposed Fairgrounds site that was endorsed by the Fairgrounds group at the previous meeting. She did not have any concerns about the feasibility of this Fairgrounds site.

3. Communications with the RSU

Steve had originally contacted the Superintendent who suggested putting the group's proposal on the Nov 1 agenda. However, it did not appear and subsequent communication indicated that the proposal needed to first go to the Facilities Committee before going to the school board. The Facilities Committee is on the calendar to meet on Nov 7 and Jerry plans to attend. The gravel area near the HS turn-around/parking lot appears to be out of the running since it is slated to be used for a CDL driving course.

4 . Discussion of preferences between the Middle school site and the Fairgrounds site.

There was great diversity of opinions as to members' preferences. Many pros and cons were identified for each site.

Hannah – was concerned that if sited at the Middle school, the court would be monopolized by the school schedule and that would severely limit access especially during the school day.

Kathleen – agreed

Deb – Also sees limitations there and also brought up issues surrounding security.

Andy- if the school really wanted a BBc, then why don't they already have it?

Elaine – Assuming the BBc is sited at the Fairgrounds, there would still need to be a more explicit "Usage Policy" such as public access from dawn to dusk? Would it still be

appropriate to allow bow hunting if people are using it at all hours and days during hunting season?

Greg D – Reminded the group that the original understanding on the part of the Conservation Commission was that there would not be additional development at the Fairgrounds.

Rob - Reminded the group that the management plan allows for development if no other sites are acceptable. He also thinks the voters should decide on the site.

Andy – Also reiterated the Conservation Commission originally thought the Fairgrounds development would be limited to the ballfields. He thinks the school is the most compatible site.

Greg L. – the Recreation Board is unanimously supportive of the Fairground site for reasons of accessibility for families. Separating the project out to the school site may affect grant opportunities.

Howard (via notes sent to Jerry) – The cost for the project would be lower at the school and fundraising would be easier.

Keagan McClure (Student liaison via Steve) supports the site at the school.

5. Determining the next steps

Jerry raised the question – do we want to go public or have this committee make the decision for the site.

It is anticipated that there will be a public presentation of the options once all the pros and cons have been identified. That won't happen until we learn the results of the Facilities Committee and subsequently the RSU board. There are many items to be ironed out such as the legal rights of the town, maintenance issues as well as a public access policy during school hours.

Don made the point that with so much interest for including a pickle ball court, this was becoming a multi-use project and therefore would fit better at the Fairgrounds.

6. Project time-lime moving forward

The hope is that the Fairgrounds committee will have a definitive answer by early December and then plan a public forum shortly after the new year.

The Fairgrounds Working group will meet again on Nov. 21 to discuss the response from the school and in the interim, Jerry will also contact Regina to make a site visit for the area at the Fairgrounds that is under serious consideration.

Meeting adjourned 7:50 pm.

Respectfully submitted, Elaine

Minutes of Fairgrounds Meeting Nov 21, 2023

Present: Jerry, Steve, Greg L. Greg D. Andy, Rob, Kathy, Sean, Hannah, Deb, Jackie, Elaine

On Zoom: Howard, Don and Aryan Rai (reporter from KJ) Guest: Bruce Hunter

Agenda:

- I. Minutes of 11/2/23 meeting Approved as is
- II. Consensus on siting the Basketball Court – to be called Basketball-Sports Court going forward. Jerry reviewed the conversation held with the RSU Facilities committee – bottom line, RSU does not want to lose access to the parking lot behind the middle school for a variety of reasons – parking for sporting events, a place for spectators. Consensus was achieved with the Conservation Commission agreeing to live with the decision to place it in the woods between the current trail and cemetery.
- III. Presentation to Public at a meeting scheduled for Jan 17, 2024
Regina Leonard will work on a revised concept plan with the following items that are to be included:
 - Expanded parking lot that adds 10 spots; 2 accessible spots
 - Support for paving the parking lot; at a minimum the accessible spots will be paved
 - 250 foot softball field
 - If possible, a row of trees down the middle of parking lot
 - Electrical service – underground
 - Potable water from the water district if cost-effective (Eric will contact)
 - Pollinator path/garden, ADA accessible, with benches
 - Barrier at the entrance to the parking lot
 - 2 Trail kiosks
 - 2 Porta-pottys; one of which ADA accessible
 - Access road for vehicle
 - Meadow habitats preserved

What is not included in the current concept plan:

- Concession stand
- Playground
- Dog park

IV. Other

Jerry met with Eric who will contact Main-Land Development to get a cost estimate for this project. Greg suggested that the estimate separate out the material costs from the labor.

Regina will be visiting the site on Dec. 1st. at 1 pm.

Next Fairgrounds meeting will be Monday Dec. 18, 6:30 pm.

Meeting adjourned 7:40 pm.

Respectfully submitted, Elaine