

Town of Readfield
Boards, Committees & Commissions
Meeting Minutes (Approved & Draft Form)
as of 04-17-2024

- Board of Assessors April 1, 2024 - Draft

- Budget Committee March 27, 2024 - Draft

- Conservation Commission
April 11, 2023 – Approved
May 9, 2023 – Approved
June 13, 2023 – Approved
July 11, 2023 – Approved
September 12, 2023 – Approved
October 10, 2023 – Approved
November 14, 2023 – Approved
December 12, 2023 – Approved
January 9, 2024 - Approved

- Planning Board
March 19, 2024 – Draft
April 9, 2024 - Draft

Readfield Board of Assessors
Regular Meeting Minutes – April 1, 2024 – Unapproved

Present: David Ledew, Eric Dyer, David Linton, Steve DeAngelis, Carol Doorenbos

Property Tax Abatements and Supplements

- **Motion** to approve the Sweeney Abatement in the amount of \$406.56 made by Carol, **seconded** by Dave, **vote 3-0** in favor
- **Motion** to approve the Violette Abatement in the amount of \$8.50 made by Carol, **seconded** by Steve, **vote 3-0** in favor
- **Motion** to approve the Convery Abatement in the amount of \$101.96 made by Carol, **seconded** by Dave, **vote 3-0** in favor

Certified Ratio Discussion and Submission

- Reviewed letter from State and the State Report
- Reviewed Sales Ratio Study
- Reviewed Sales Ratio Analysis for 15% & 20%
- 20% consensus

Other Business

- None

Adjournment at 6:30pm

Minutes submitted by Anjelica Pittman

Readfield Budget Committee
Regular Meeting Minutes – March 27, 2024 – *Unapproved*

Budget Committee Members Present: Andy Tolman (Chair), Ed Sims, Ellen Schneider, Christine Sammons, Marty Hanish

Excused Absent:

Others Attending: Eric Dyer (Town Manager), Teresa Shaw (Finance Officer), Anjelica Pittman (Board Secretary)

Call to Order

Introductory Communications - 10 minutes

- Budget Committee Comments – None
- Town Staff Comments – Eric apologized for the last minute scheduling of this meeting and thanked all who were able to make it on short notice.
- Public Comments - None

Regular Business - 5 minutes

- Review and Approval of Prior Meeting Minutes
 - **Motion** to approve made by Ed , **seconded** by Chris, **vote 4-0** in favor

Old Business – 10 minutes

- Review and Discussion of Budget Adjustments – Eric went over the Revision Summary and updated the board on changes made since the last meeting. Ed asked if article #31 had been adjusted and Eric answered that the previous number was a baseline/holder and he adjusted to the real numbers when they came in. Marty asked what the RSU budget year is, it is July-June, same as the town. Andy asked if the Planning Board was given a stipend this year and they were, they did not ask for it but they do appreciate it.

New Business – 80 minutes

- Final Budget Review, Approval, and Warrant Vote
 - Article 7: **Motion** made by Chris to accept with a recommendation of yes, **seconded** by Marty, **vote 4-0** in favor
 - Article 8: **Motion** made by Chris to accept with a recommendation of yes, **seconded** by Marty, **vote 4-0** in favor
 - Article 9: **Motion** made by Chris to accept with a recommendation of yes, **seconded** by Ed, **vote 4-0** in favor
 - Article 10: **Motion** made by Chris to accept with a recommendation of yes, **seconded** by Marty, **vote 4-0** in favor
 - Article 13: **Motion** made by Chris to accept with a recommendation of yes, **seconded** by Marty, **vote 4-0** in favor
 - Article 14: **Motion** made by Chris to accept with a recommendation of yes, **seconded** by Ed, **vote 4-0** in favor
 - Article 15: **Motion** made by Chris to accept with a recommendation of yes, **seconded** by Ed, **vote 4-0** in favor

Readfield Budget Committee
Regular Meeting Minutes – March 27, 2024 – *Unapproved*

- Article 16: **Motion** made by Chris to accept with a recommendation of yes, **seconded** by Marty, **vote 4-0** in favor
- Article 17: **Motion** made by Chris to accept with a recommendation of yes, **seconded** by Marty, **vote 3-1** in favor, with Ed opposed
- Article 18: **Motion** made by Chris to accept with a recommendation of yes, **seconded** by Ed, **vote 4-0** in favor
- Article 19: **Motion** made by Chris to accept with a recommendation of yes, **seconded** by Marty, **vote 4-0** in favor
- Article 20: **Motion** made by Chris to accept with a recommendation of yes, **seconded** by Ed, **vote 4-0** in favor
- Article 21: **Motion** made by Chris to accept with a recommendation of yes, **seconded** by Marty, **vote 4-0** in favor
- Article 22-29: **Motion** made by Chris to accept with a recommendation of yes, **seconded** by Ed, **vote 4-0** in favor
- Article 30: **Motion** made by Chris to accept with a recommendation of yes, **seconded** by Ed, **vote 4-0** in favor
- Article 31: **Motion** made by Chris to accept with a recommendation of yes, **seconded** by Marty, **vote 4-0** in favor
- Article 32: **Motion** made by Chris to accept with a recommendation of yes, **seconded** by Marty, **vote 4-0** in favor
- Article 33: **Motion** made by Chris to accept with a recommendation of yes, **seconded** by Ed, **vote 4-0** in favor
- Article 34: **Motion** made by Chris to accept with a recommendation of yes, **seconded** by Marty, **vote 4-0** in favor
- Article 35: **Motion** made by Chris to accept with a recommendation of yes, **seconded** by Ed, **vote 4-0** in favor
- Article 36: **Motion** made by Chris to accept with a recommendation of yes, **seconded** by Ed, **vote 4-0** in favor
- Article 37: **Motion** made by Chris to accept with a recommendation of yes, **seconded** by Marty, **vote 4-0** in favor

Other Business - 5 minutes

- Other Business
 - After the previous Budget Committee and Select Board Public Hearing, Marty would like to see the Select Board look at the undesignated fund balance and come up with a set of standards. Andy agreed that it would be useful. Chris said she thinks Eric has done everything he can to streamline the budget since he began working for the Town of Readfield. Eric said it is a good idea to have a set of standards, there is a policy for fund balances and they could start there.
 - Next Public Hearing is scheduled for May 20, 2024

Closing Communications - 10 minutes

- Budget Committee Comments – None
- Town Staff Comments – Eric reminded the Board that there are three meetings in May regarding the FY25 Budget, two Joint Public Hearings on May 8 & 29 and a Select Board Public Hearing on May 20.

Readfield Budget Committee
Regular Meeting Minutes – March 27, 2024 – *Unapproved*

- Public Comments - None

Motion to adjourn made by Marty, **seconded** by Chris, **vote 4-0** in favor

Adjournment at 7:23pm

Minutes submitted by Anjelica Pittman, Board Secretary

Readfield Conservation Commission Meeting Minutes
Tuesday, April 11, 2023

Present: Bruce Hunter, Jerry Bley, Jaaron Shaw, Marty Hanish, Linnea Koons, Andy Walsh

Absent: Greg Durgin

Minutes for the March 14, 2023 RCC meeting were not available for review.

New Business

Old Business

Chaga Proposal - RCC will send recommendations regarding the Chaga proposal to the Selectboard; proposal will likely be on the SB agenda this spring (April or May). Linnea K. sent an updated contract document from the proponent's lawyer that provides more clarity on the proposal.

Fairgrounds Working Group - Andy W. and Jerry B. summarized the March 28th meeting of the FWG. Among the issues highlighted:

- Paving and striping the parking lot to improve efficiency of use (preferred over increasing the size of the existing parking area);
- Utilizing satellite parking areas near the FG for big events;
- Informed by Town Manager that there's not sufficient time to submit the Land and Water Conservation Fund grant application this year. The November 2023 ballot will have a warrant article to move forward with the application in 2024.
- Removal of the concession stand and basketball court from the concept plan;
- Delineating the preserved fields and the future development area on the plan;
- Adding an ADA accessible trail through the proposed pollinator garden and wildflower meadow;
- Ballfield construction in 2025 to coincide with construction of the Church Rd. sidewalk.
- Mitigation for the lost field habitat (managing 11.5 acres of field north of the FG for pollinators) is not part of concept plan but part of the agreement.
- Steve D. seeking more community access to RSU properties.

Open Space Plan - RCC group discussed whether there was the capacity to maintain more trails on OS parcels. Any new OS properties will need public access.

Comprehensive Plan - Linnea K. stated that the Comp Plan (draft) has RCC responsible for 52 action items. Jaaron S. stated that actions by the Enterprise Cmte. could conflict with RCC conservation goals for open space. Marty H. indicated that RCC may be omitted in actions that it should be involved in. SB has endorsed a \$50K contribution to the OS fund in the capital budget improvements article. RCC will

review the current inventory of open space parcels in town to determine their protection status.

Meeting adjourned at 7:55 p.m.

Submitted by Andy Walsh on July 9, 2023

Readfield Conservation Commission Meeting Minutes
Tuesday, May 9, 2023

Present: Bruce Hunter, Greg Durgin, Jerry Bley, Jaaron Shaw, Marty Hanish, Linnea Koons, Andy Walsh

Absent:

Minutes for the April 11, 2023 meeting were approved by RCC without comments.

New Business

Open Space Discussion – RCC members initiated a general discussion on Open Space (OS) in light of a recent article in the Advertiser (April 29, 2023) by the Citizens for Common Sense & Integrity (CSI). RCC agreed that defining OS is critical to ensure that future discussions are using a consistent definition, especially when determining the area of protected OS that currently exists in Readfield. Jaaron S. indicated that EPA has a definition of OS, but that it does not include protected lands. Marty H. stated that the town has approximately 1300 acres of OS with some level of protection.

Jerry B. stated that taxpayer funding for OS should be transparent and that the warrant article should be a separate item. Marty H. stated that money is needed to maintain OS infrastructure (parking, kiosks, etc.) and agreed that the OS article should be a separate item on the warrant. It was noted that the Comp Plan surveys indicate that town residents value the existence and availability of OS for scenic and various recreational uses; a fact used to support OS funding. Linnea K. has the section of the Comp Plan showing the results of the town survey specific to OS. The survey results regarding OS were somewhat contradictory in that most respondents want the town to purchase OS, but also indicated the town has enough OS.

Jerry B. recommended highlighting what the town has done to date regarding OS: Torsey Pond Nature Preserve, ballfield on Fairgrounds property, tree harvesting at the Town Forest providing income to fund conservation projects, etc. The town also protects actively managed agricultural land (Kents Hill Orchard and Belle Vue Farm). It was also stated that the Fairgrounds property demonstrates a balanced approach toward the use of town conservation properties.

Meeting adjourned at 8:25 p.m.
Submitted by Andy Walsh on April 6, 2024

Readfield Conservation Commission Meeting Minutes
Tuesday, June 13, 2023

Present: Bruce Hunter, Jaaron Shaw, Marty Hanish, Linnea Koons, Andy Walsh
Absent: Jerry Bley, Greg Durgin

Minutes for the May 9, 2023 meeting were approved by RCC with comment (forthcoming) from Linnea K.

RCC members briefly discussed the management of town-owned fields for grassland birds and pollinators. RCC will inquire whether plantings can be established at the old landfill site to improve the value of this site for grassland wildlife.

New Business

Maine Forest Service's Invasive Plant Management Program – RCC's application for funding for an Invasive Plant Control Practice Plan was approved by the MFS for invasive management at the Town Forest. A cost-share reimbursement of up to \$700 is available through the program. Harold Burnett (Readfield Town Forester; Two Trees Forestry) was contacted with notice to proceed. David Asherman (Two Trees Forestry) will be preparing the plan which must be completed by Oct. 1. Landowners with approved IPCPPs will be eligible to apply for the next phase of the program to receive free invasive plant treatment. RCC has \$1,500 budgeted for invasive plant management.

Open Space Plan – If the draft update of the Comprehensive Plan is approved, then the SB wants to update the town's Open Space Plan. RCC agreed that it will be important to break out different types of open space, since not all open space is publicly accessible. Jaaron S. stated the distinction between open space, as broadly defined, and "open area" that is unrestricted in terms of public access (e.g., trails). RCC agreed that open space definitions need to be clarified so citizens better understand what open space means (e.g., public access, resource protection only, scenic preservation, conservation easements with restrictions, etc.). RCC reviewed and discussed Jaaron S.'s draft compilation of all open space parcels in town, which includes acreage, owner, public access, and conservation status. RCC will provide additional input on the spreadsheet at the July meeting.

Meeting adjourned at 8:25 p.m.
Submitted by Andy Walsh on April 6, 2024

Readfield Conservation Commission Meeting Minutes
Tuesday, July 11, 2023

Present: Bruce Hunter, Greg Durgin, Jerry Bley, Jaaron Shaw, Marty Hanish, Linnea Koons, Andy Walsh

Absent:

Review of the June 13, 2023 RCC meeting minutes postponed until the minutes are received and reviewed by RCC members.

New Business

Habitat Management, Town properties – Bruce H. informed RCC that Joe Roy, MaineIFW Private Lands Wildlife Biologist, cannot attend the next meeting (September 12). IFW to assist RCC in identifying strategies for field management to promote wildlife and pollinator diversity.

Milkweed Propagation – Linnea K. mentioned MonarchWatch.org as a good resource for information regarding propagation of common milkweed for the benefit of monarch butterflies, including when to plant, preparing the seedbed, and growing and transplanting milkweed plants. Bruce H. is planning to visit the pollinator garden at Mahoosuc Land Trust's Valentine Farm this summer.

Old Business

Open Space Inventory – Jaaron S. and Linnea K. discussed the list of OS properties compiled to date. Some changes were made based on comments from RCC. Properties on the list that are not in Readfield (e.g., State Picnic Area) will be deleted. The estimated acreage of Readfield OS is currently 2,800 acres with approximately 1,400 acres conserved (via easement and/or ownership). Carleton Pond is open to public access but is not formally protected as the owners (GAUD) could sell the property for uses other than conservation. Jerry B. indicated that if public access at Carleton Pond is guaranteed, then this property can remain on the OS list.

RCC discussed the definition and distinction between Open Space and "Open Areas." Open Areas are lands protected with formal restrictions for their natural resource values (e.g., wetlands, a stream, or a beach, etc.). Open Space protects a broader range of values, including undeveloped land with natural resource values and land used for other purposes (e.g., cemetery). RCC is responsible for managing Open Areas in town.

The July issue of the Readfield Messenger has an article by Linnea K. entitled "What is Open Space? Part 1," which defines OS (per Comp Plan) and clarifies the differences between public and restricted access. Linnea is soliciting ideas for other articles.

Jaaron S. recommends updating the Town's Outdoor Recreation and Conservation Map to include the Draper property and removing the Kents Hill School property since it's not formally open to public access. Jerry B. recommended having links to larger properties with trail maps (e.g., Torsey Pond Nature Preserve, Town Forest).

Maranacook School Mowing and Ag Allies Grassland Bird Habitat Signs – RCC is working with Maranacook School to adjust the mowing schedule to protect grassland birds (mowing after July 15). Linnea K. talked to Shaun Drinkwater (Operations/Maintenance Dir.) regarding placing Ag Allies signs on the school property to inform visitors that the fields are managed for grassland wildlife.

Fairgrounds Working Group – The upcoming FWG meeting and cookout will be July 13 at Readfield Town Beach. Discussion will include the public meeting (May 16), town vote (June 13), whether the siting of a basketball court should be done by the FWG, and review of potential sites for a basketball court (Fairgrounds, Town Beach, Maranacook School).

Town Forest Invasive Species Plan – Andy W. will check in with Harold Burnett (Town Forester) on the status of the invasive species plan.

Note: next RCC meeting is scheduled for September 12, 2023

Meeting adjourned at 8:30 p.m.
Submitted by Andy Walsh on April 6, 2024

Readfield Conservation Commission Meeting Minutes
Tuesday, September 12, 2023

Present: Bruce Hunter, Greg Durgin, Jerry Bley, Jaaron Shaw, Marty Hanish, Linnea Koons,
Absent: Andy Walsh

Review of the July 11, 2023 RCC meeting minutes, voted to accept based on a few edits

New Business

Vernal Pools

The Vernal Pools map based on data collected from 1010 to 2012 is completed by Stantec Consulting Services. It was presented at the meeting. The discussion that followed elicited the request for the following edits:

1. Remove the date on the heading
2. Change note No. 1 to read: Vernal Pools were field verified by volunteers from the town of Readfield in the springs of 2010 - 2012
3. Change the color of the Significant Vernal Pool symbol to a bright red
4. Please add the location data for Significant Vernal Pools numbers 311 and 314.

No Hunting Signs

Linnea and Bruce will spend 2-3 hours putting up No Hunting signs at TPNP to see how much time it takes to post the signs

Pollinator Garden

It will be important to start small when planning the Pollinator Garden. Bruce recommended a space that is 15 ft. x 15 ft. It may be difficult to find volunteers to plant and weed the garden. It will take a big commitment. It was mentioned that Marianne Perry may be interested in helping with the garden.

Milt Wright

Marty suggested that we name a trail after Milt. He will look into how that is done.

Old Business

Ag Allies Grassland Bird Habitat Signs

Linnea will seek out Shaun Drinkwater at Maranacook to ask him if we can place the Grassland Bird Habitat in the south and southwestern fields near the school. We want to delay mowing where the birds nest in May and June.

Fairgrounds Working Group

The next meeting of the Fairgrounds Working Group will be 9/14/23.

Invasive Species Grant

Harold Burnett of Two Trees Forestry will be working on the invasive species plan for the town forest so that we can use the grant from the Department of Conservation to reduce the amount of Honeysuckle that has grown up where trees were harvested.

Submitted by Bruce Hunter

Readfield Conservation Commission Meeting Minutes
Tuesday, October 10, 2023

Present: Bruce Hunter, Greg Durgin, Jerry Bley, Jaaron Shaw, Marty Hanish, Linnea Koons,
Absent: Andy Walsh

Review of the July 11, 2023 RCC meeting minutes, voted to accept based on a few edits

New Business

Jaaron reported on changes to the town accounting system.

It was decided that we would name the 2nd Lake Overlook Spur at Torsey Pond Nature Preserve for Milt Wright. It will be called the Milt Wright spur and pond overlook. Milt was the steward for the TPNP trails

Old Business

No Hunting Signs

Marty, Greg, Linnea and Bruce will post 20 No Hunting signs at Torsey Pond Nature Preserve on Sunday, October 15 at 1:00pm. This will finish the No Hunting sign posting for 2023.

Vernal Pools Map

Tim will look for letter to Significant Vernal Pool property owners.

Ag Allies Grassland Bird Habitat Signs

Linnea will seek out Shaun Drinkwater at Maranacook to ask him if we can place the Grassland Bird Habitat in the south and southwestern fields near the school. We want to delay mowing where the birds nest in May and June.

Fairgrounds Working Group

The group is deciding between a location at Maranacook High School or the Fairgrounds to locate a basketball court.

Invasive Species Grant

Harold Burnett of Two Trees Forestry submitted the Invasive Plant Management Plan for the town forest on August 23, 2023

Pollinator Garden

The pollinator garden needs to be small because there will be a lot of work required to maintain it. A size of 15 x 15 feet would be a good place to start. Jerry would like to plant several pollinating species outside the garden in locations to the east of the parking lot. Marianne Perry would be a good person to ask to help.

Submitted by Bruce Hunter

Readfield Conservation Commission Meeting Minutes
Tuesday, Nov. 14, 2023

Present: Bruce Hunter, Greg Durgin, Jerry Bley, Jaaron Shaw, Marty Hanish
Absent: Andy Walsh, Linnea Koons

Review of the July 11, 2023 RCC meeting minutes, voted to accept based on a few edits

New Business

Readfield Conservation Commission early years celebration

Tim Sniffen, Bob Mohlar and David and Edwina Bagley attended the beginning of our meeting to reminisce about the early years of RCC. It was agreed that RCC was started 36 years ago. Tim brought some old photos. We shared a chocolate cake and cider. It was a nice time.

Milt Wright memorial spur trail and bench

\$200.00 will be put in the budget for the bench.

Old Business

Vernal Pools Map

Jerry said that he will write a letter to significant vernal pool landowners informing them that their pools have been mapped and what it will mean to them. Tim will look for a letter to Significant Vernal Pool property owners written as we were preparing to collect data on the pools to use as a template.

Ag Allies Grassland Bird Habitat Signs

Linnea will seek out Shaun Drinkwater at Maranacook to ask him if we can place the Grassland Bird Habitat signs in the south and southwestern fields near the school. We want to delay mowing where the birds nest in May and June.

Fairgrounds Working Group

Locations for the basketball court were pursued with Maranacook Community High School. The most appropriate location (where mobile classrooms had been removed) is going to be used for truck driving education and practice. The lower parking lot above the baseball field was also rejected because of the need for parking at the school. After this effort failed, it was decided to locate the basketball court near the softball and baseball fields at the Fairgrounds. This is a good example of how the Fairgrounds Management Plan works. The Conservation Commission was pleased to see the Management Plan followed and they now support the placement of the basketball court at the Fairgrounds.

Invasive Species Grant

Funding, up to \$700, was approved for the invasive species remediation plan for the Town Forest. We now await a plan from Davis Asherman of the Maine Forest Service.

Pollinator Garden

A small pollinator garden is being planned to accompany a number of single plantings of pollinators to be located near the garden and parking lot in the adjacent grasslands. Bruce will contact Marianne Perry to help plan the garden.

Submitted by Bruce Hunter

Readfield Conservation Commission Meeting Minutes
Tuesday, December 12, 2023

Present: Bruce Hunter, Greg Durgin, Jaaron Shaw, Marty Hanish, Linnea Koons, Andy Walsh
Absent: Jerry Bley

Review of the November 14, 2023, RCC meeting minutes approved by all RCC members except Linnea K. and Andy W. (abstain).

New Business

RCC Budget FY (2023-2024)

Among the budget items identified/discussed for the FY 24 budget:

- A memorial bench for Milt Wright (former Torsey Pond N.P. steward) to be placed on the spur trail at Torsey Pond Nature Preserve (TPNP).
- Invasive plant control and removal at the Town Forest (to supplement grant funding from the MFS's Invasive Plant Control Practice Plan funding), as well as a feasibility study for controlling invasive plant infestations at TPNP (e.g., glossy buckthorn).
- New kiosk at TPNP to replace the one damaged by the snowplow.
- General maintenance funds for routine maintenance such as mowing at the Fairgrounds property.
- Signage at the Town Forest, as well as some type of informational structure at the Belz Road gate.
- Linnea K. recommended funding for Chaga plots in appropriate locations on town properties (as previously discussed with JustNiks Mycosilva). RCC had recommended a 2-yr waiting period to gauge the success of the company before recommending if the town should invest in Chaga cultivation. Jaaron S. had reservations about local government being involved in a high-risk business venture. Marty H. suggested putting it in the draft budget and running it by Eric D. for comment. Linnea recommended a budget request for consideration by the Budget Cmte. and Selectboard, while continuing to gather additional information. Linnea K. and Bruce H. will meet with Eric D. on December 14, 2023, to further discuss.
- New signage along Fairgrounds trails due to realignment of existing trails as part of the new ballfield development at the property. Signage can be both for visitor navigation and education.

Marty H. mentioned that volunteer labor should be acknowledged in the budget to reflect its value in lowering overall costs.

RCC also mentioned that all property management plans and TF harvesting plans should be placed on the website to provide easy access for the public.

Fairgrounds Working Group – Greg D. summarized the last meeting of the working group, which included reaching consensus on a location for a basketball court at the Fairgrounds, and a revised concept plan by the architectural consultant to include an expanded parking lot, electrical service, pollinator path and garden, amenities such as porta-potties, kiosks, etc.

Meeting adjourned at 8:30 p.m.
Submitted by Andy Walsh on April 6, 2024

Readfield Conservation Commission Meeting Minutes
Tuesday, January 9, 2024

Present: Bruce Hunter, Greg Durgin, Jaaron Shaw, Marty Hanish, Linnea Koons, Jerry Bley, Andy Walsh

Absent:

Guests:

Review of the December 12, 2023, RCC meeting minutes; Greg D. motions to approve; Linnea K. seconds, all RCC members approve.

Old Business

Proposed Chaga Project -

- Conservation Lands Account (CLA) – RCC needs to confirm whether any remaining balance in the CLA at the end of the FY rolls over to the General Fund. RCC understands that the CLA is a designated fund that should not revert to the General Fund. Bruce H. will confirm this with TM. If money is rolled over to the General Fund, RCC can request that balance be returned to the CLA. It was noted that RCC should be confident of scheduling for any projects using CLA funds.

New Business

RCC Budget – RCC discussed the work items remaining for the current FY (FY 2024):

- New kiosk at Torsey Pond N.P. RCC will contact KLT regarding kiosk design options.
- Commemorative bench with plaque for Milt Wright (former TPNP trail steward) at the end of the spur trail of the Orange Trail. The Trail Cmte. has signed off on renaming this trail "Milt's Way."

RCC Budget – RCC estimated funds needed for next FY (2025). New and potential items include:

- Considering information signs for the Town Forest (made at Maine State Prison).
- Invasive plant control at Torsey Pond N.P. Andy W. will contact DEP regarding permitting requirements and control options for glossy buckthorn at TPNP.
- Andy W. will contact Maine Forest Service to determine if funding for implementation of invasive control plans (and subsequent planning/implementation funds in future years) will be available.
- KLT "Trail Blazer" membership (\$350). Jerry confirmed that the town doesn't pay membership dues to the KLT outside of the donation the RCC is proposing.

- Bruce H. informed the group that TM (Eric Dyer) was not in favor of the Chaga cultivation project (JustNiks Mycosilva) due to concerns about vandalism of equipment. Following the initial proposal by JustNiks Mycosilva to cultivate Chaga on town property, RCC proposed revisiting the proposal in two years to allow time to assess the company's operations/success. Marty H. suggested that RCC alert the Selectboard that we are assessing the Chaga project as a long-term prospect. Marty H. motioned "to not include the Chaga proposal in the budget at this time, but that RCC is following the Chaga concept closely and may bring it back during the next budget year." Motion seconded and approved. Jerry B. suggested that RCC could have the town provide the Chaga presentation to Readfield landowners as outreach.

Edited Vernal Pool Map – Bruce H. mentioned that there are location discrepancies on the Significant Vernal Pool Map between the original information and Stantec's map. Bruce H. and Jaaron S. will review/correct the data and amend the map as needed.

Fairgrounds Working Group – The next meeting of the FG working group will be on Thursday, Jan. 11, 2024 at 6:30 p.m. with a Public Meeting scheduled on Wednesday Jan. 17, 2024 to allow the public to comment on the concept plan. Working group members will present information regarding the various facets of the plan (e.g. softball field, basketball court, conservation tradeoffs, infrastructure, etc.). A cost estimate for the project will be provided at that time (no town dollars will be used).

Meeting adjourned at 8:30 p.m.
Submitted by Andy Walsh on April 6, 2024

Readfield Planning Board

Public Hearing Minutes of March 19, 2024 - Unapproved

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

Excused: Bill Buck, Henry Clauson

Others Attending: Chip Stephens (CEO), Anjelica Pittman (Board Secretary), Dave Linton, Carol Doorenbos, Marty Hanish, Grace Keene, Jill

Meeting called to order by Paula at 6:30 PM

Public Hearing:

Concerning Proposed Revisions to the Readfield Land Use Ordinance – The Planning Board will hold a Public Hearing to take public comment related to LUO revisions found to be necessary for compliance with P.L. 2021, c. 672 (LD 2003).

Paula gave a brief introduction of LD2003 as well as a background of recent work done with NorthStar Consultants for the incorporation of the legislation into Readfield's Land Use Ordinance. The three general areas of revisions included:

- Multiple dwelling units be allowed on one lot
- Dwelling unit density bonus – how many people can afford based on the median income in town – if qualified for affordable housing, would allow 2.5x the normal number of units on a parcel. Income levels have to be maintained to remain qualified.
- Accessory dwelling units such as in law apartments or small structures would be allowed on lots where a single family dwelling is the primary structure. ADU's must comply with all other requirements but not the land area. The principle dwelling unit and the accessory dwelling unit must have the same ownership and be conveyed together/. Size limitations - minimum of 190sqft per the state, and a maximum size of 700sqft per the town.

Peter added that the state law and DECD require towns to meet the standards, not exceed them. There is room to be more permissive in the future.

Paula opened the Public Hearing at 6:47pm

Marty Hanish asked Paula to elaborate on what qualifies the affordable housing definition. Paula directed him to the last page of revisions under definitions. For rental housing, the household's income must not exceed 80% of the area median income, and can afford 51% or more of the units in the development without spending more than 30% of the household's income on housing expenses. For owned housing, income must not exceed 120% of the area median, and can afford 51% or more of the units in the development without spending more than 30% of the household's income on housing expenses. Marty also asked if there was any affordable housing already in town and if the town has to have certain resources available to qualify, there are neither.

Carol Doorenbos asked for clarity on the density bonus and Paula responded that an affordable housing development would be able to put 2.5x as many units on the property if it qualifies. She also asked what the maximum number for multiple units on a lot are and Paula responded that the proposed limit is up to three dwelling units on a lot in a residential area, and up to four in growth areas. Affordable housing does depend on zones and districts and the Table of Uses in the LUO, some areas could trigger a subdivision which would have another set of requirements. Carol asked if the LUO with the LD2003 revisions would be in the warrant for Town Meeting in June and Paula answered yes. Carol was also happy to see the multi-town collaborative grant turned down at the last Select Board meeting. She was happy with the work the Planning Board and NorthStar Consultation accomplished to incorporate LD2003.

- **Motion** to close the Hearing made by Don, **seconded** by Peter, **vote 6-0** in favor.

Prepared by Anjelica Pittman, Board Secretary (unapproved)

Readfield Planning Board

Since the last Planning Board meeting, Paula was able to go over the revisions with the Town Attorney; some minor adjustments made as a result. More specifically the matter of short term rental time limits was removed as there is not time currently to make those changes and the state does not specify a length of time in the short term rental definition. If/when the Board revisits the short term rental issue; existing ADUs would not be affected. Municipalities may limit short term rentals linked to DECDs housing production goals.

- **Motion** made by Jack to approve the package of revisions to send to the Select Board for Warrant Articles with the inclusion of tonight's changes, **seconded** by Peter, **vote 6-0** in favor.

John and Peter thanked Paula for all her work on these revisions and Paula thanked board members for their help.

Next meeting scheduled for April 9, 2024. Chip informed the Board that April will be a busy month as there are many applications coming in.

Meeting adjourned by Paula at 7:53PM

Readfield Planning Board

Public Hearing Minutes of April 9, 2024 - Unapproved

Planning Board Members Present: Jack Comart, Henry Clauson, Peter Bickerman, Don Witherill, John Mitchell

Excused: Paula Clark (Chair), Brandon Fike, Bill Buck

Others Attending: Chip Stephens (CEO), Anjelica Pittman (Board Secretary), Mark Boenke, Shane Howley, Bob Berry, Kara Moody, Geoff Martin, Margo Stern, Barbara, Jim Amendolara, Rachel Kidman, Heather B, Jan

Meeting called to order by Jack at 6:30 PM

Public Meeting

Norwich Technologies/Readfield Main Street Solar, LLC. – Kara Moody, representative of Stantec and Geoff Martin of Norwich attended with their application for a solar energy project at 0 Main Street, map 143 lot 014 in the rural zone. In February 2024, this project applied for a Commercial Industrial District (CID) Overlay due to the collective solar panel/infrastructure size allowed in the town's Land Use Ordinance. The CID application went to town vote and was approved.

Kara and Geoff have returned to apply to complete the project. They gave an overview of their application, which the board has seen in recent months, and answered board member questions.

The decommission numbers they presented were developed with the State Decommission Law as a guide for the plan; it will be reviewed by the DEP and should be complete in a couple of months. Stantec/Norwich typically uses Krebs & Lansing for their consulting company on these plans. They have used them ten times in previous projects with consistently positive DEP reviews. The decommission plan was revised to include running power underground and once it is filed with DEP a copy will be mailed to the town.

The board discussed a need for site visit and concluded they could accomplish one between 5-5:30 PM on April 23 prior to the Public Hearing. Chip will get in contact with board members to nail down a time to meet for site visit. Peter and Henry will both be absent April 23, 2024.

Henry and Chip suggested Stantec and Norwich create a timeline of specific goals and requirements to ensure compliance throughout the project and construction. Chip will do site inspections throughout the process according to the timeline.

Motion made by Don to find the application complete, notify abutters, schedule a Public Hearing, and schedule a site visit, **seconded** by Henry, **vote 5-0** in favor.

0 North Wayne Road (Menatoma Camp Ground Road) – Shane Howley of Mainland Housing Development met with the board to apply for a 10 lot subdivision off North Wayne Road on behalf of John Lawrence/Lovejoy Ventures, LLC. The road would require reconstruction, and another road would be added. Hammerheads will be present at the ends of the road for emergency vehicle access and turn arounds. Each lot will have a private well and private septic system installed. According to the phosphorus calculations, lots 1 through 9 will also need storm drainage/gardens. Board members received submittal materials with a table of contents.

Prepared by Anjelica Pittman, Board Secretary (unapproved)

Readfield Planning Board

As a 10 lot subdivision, the LUO would require that the project be compliant with the requirements of a cluster development, which would also require two sketch plans. Shane suggested combining two lots into one to reduce the total number of lots and avoid being a cluster development.

The board asked that Shane also get documentation showing himself as the representative for John Lawrence/Lovejoy Ventures, LLC. Jack asked if the project is subject to DEP site review which Shane answered it is subject to an ERPA (Environmental Resource Protection Act) permit by rule permit and a DEP storm water permit by removal. Vernal pool inventory was also completed and none were located. Shane will verify if that is in the application packet yet or not.

Henry asked for clarity with a road issue, as North Wayne Road used to be a town road which still has a right of way belonging to the town, Shane has already discussed with the Town Manager. The applicant would be responsible for reconstruction of that road and the future maintenance would be covered by a road association. One portion of the road would be shared with Camp Menatoma.

Mark Boenke of Camp Menatoma added that they have not been approached by Lovejoy Ventures, LLC., about sharing the maintenance of that road for the first 400 ft. as well as possible damage done during construction. Mark also has a concern with the storm water and potential for road runoff. Also, three of John Lawrence's wood lots are part of the Camp Menatoma Associations and are subject to Camp Menatoma deeds and covenants.

Lot 10 has been recently sold within the last five years, the soil test results for that lot was not included in the application; it is still required. A soil test was done in 2015 for that lot by Vaughn Smith and a second one done by Mainland, which can be included in the packet of materials. Rain Garden details will also be added.

Items still needed for a complete application:

- Authorization of representation
- Vernal Pools report
- Rain Garden details
- Lot 10 soil test results
- New sketch plan with 9 total lots change
- Documentation from Camp Menatoma Association agreeing to shared road usage
- Letter from the Fire Chief
- Road association draft document
- Open Space cutting plan

Motion made by Don to continue the application without a determination of completeness at this time, **seconded** by Peter, **vote 5-0** in favor. Next Planning Board meeting availability to revisit this application is likely in May.

Other Business

Minutes of March 12 & 19, 2024 for approval – Tabled until the next meeting, Peter did give some edits to the minutes for the next meeting.

Readfield Planning Board

Chip spoke with MMA about a new mobile home law and they are drafting suggestions for towns for incorporation, this will allow mobile homes, manufactured homes newer than 1976 in all zones. The new law will be enacted between July and August. Chip will keep the board updated.

Chip will also get in touch with Norwich/Stantec and ask if board members who cannot make the scheduled site visit can do independent site visits as their schedule allows.

Meeting adjourned by Jack at 7:25 PM