

Readfield Select Board Regular Meeting Minutes – January 8, 2024 – Approved

Select Board Members Present: Kathryn Woodsum (Chair), Sean Keegan (Vice Chair), Steve DeAngelis, Carol Doorenbos, Dave Linton

Excused Absent:

Others Attending: Eric Dyer (Town Manager), Anjelica Pittman (Board Secretary), Bill Starrett (Channel 7), Liz Glover (Channel 7), Lee Mank (Fire Chief), Jaaron Shaw, Steve Woodsum, Marty Hanish, Greg Durgin, Melissa Small, Pam Osborn, Grace Keene

Pledge of Allegiance

Regular Meeting Items - 5 min.

- 24-080 - Minutes: Select Board meeting minutes of September 11 and December 11, 2023
 - **Motion** to approve the minutes of September 11, 2023 as amended made by Sean, **seconded** by Dave, **vote 5-0** in favor
 - **Motion** to approve the minutes of December 11, 2024 as amended made by Sean, **seconded** by Dave, **vote 5-0** in favor
- 24-081 - Warrants: #27-30
 - **Motion** to approve Warrants #27 & 28 in the amount of \$62,825.22 made by Sean, **seconded** by Dave, **vote 5-0** in favor
 - **Motion** to approve Warrants #29 & 30 in the amount of \$481,126.89 made by Dave, **seconded** by Steve, **vote 5-0** in favor
 - Kathryn reminded board members to get into the Town Office and sign warrants between Monday at 3pm and Tuesday at noon in an effort to help the office run smoothly. She also suggested creating a policy to address the number of Select Board member signatures that are needed for financial warrants.

Communications - 35 min.

- Select Board Communications - Members of the Board may present general information- 5 min.
 - Sean thanked all the volunteer firefighters who helped clean up the storm just before Christmas, as well as community members who pitched in, as well as town staff.
- Staff Communication - 15 min.
 - Town Manager's Report – Presented by Eric, attached to the agenda
 - Treasurer's Report (December) – Presented by Eric, attached to the 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.
 - Jaaron Shaw – As a result of the storm, Jaaron lost internet for 11 days. Jaaron's experience of the storm, he was trapped at home, couldn't get out. Jaaron called CMP but they were not helpful, he called Winthrop about a tree on their line and he didn't get help there either. He also was not able to get ahold of Eric due to Eric's cell service also being affected by the storm.
 - Jaaron voiced his support for community fiber as someone who works from home. Kathryn let Jaaron know there is a Connectivity Committee currently but they are working on updating the franchise agreement with Spectrum. Jaaron paid \$1000 in connection fees to Spectrum and Eric

Readfield Select Board Regular Meeting Minutes – January 8, 2024 – Approved

said he would like to talk more to him about that. Jaaron also shared some coming CMP changes; they are now offering a technology rate for folks who use a lot of power per month. CMP also has a program for heat pumps, with a calculator available online, this is a pilot program limited to 5000 people.

Workshop - 35 min.

- Emergency Operations Plan Review / Tabletop Discussion with Chief Mank focusing on response, lessons learned, and anticipated operational changes related to the December 2023 storm
 - Chief Mank attended the meeting to discuss emergency operations. Lee talked about the importance of communication between officials in an emergency situation prior to any press conferences or talks to the media to ensure information being released to the press is accurate. He stated that the Select Board's job in the event of an emergency is to approve spending towards relief efforts and then apply for reimbursement, and that Eric as Town Manager is the designated speaker for the town.
 - Lee also advised Select Board members to take the ICS800 course for now until the G402 course is up and running.
 - It would be helpful to have all staffs emergency operations assigned duties outlined in the event that someone else needs to cover those duties. Eric mentioned the potential need for more radios as well as a Low Power FM channel in the event that cell phone towers are disrupted and landlines are down. It was also suggested that there be specified meeting times and locations for emergency operations personnel to check in with each other during an event, as well as encouraging residents on the Emergency Contact list to provide additional means of communication beyond landline telephones.
 - Lee responded to Jaaron's concern of potentially being trapped at home during an event without access for emergency responders if he were to need them; Lee said they would find a way to get there even if the roads are inaccessible, and reminded the public that if they need help, to still call 911 and the emergency responders will find a way to get to them. Kathryn asked Lee to write an article for the Readfield Messenger with that information, he agreed.
 - For the storm just before Christmas that knocked out power all across Maine, Lee said the Fire Department handled it similarly to how they managed the storm of October 2017. They coned off dangerous roads, however they did have a problem with people removing the cones and throwing them in the woods. Retrieving the cones isn't the only problem when this happens; it puts folks who travel that road after the people who remove the cones in danger. Eric responded that the town can get larger barricades, and also add reminders in town emergency alerts reminding residents not to move cones if they see them during an event.
 - Lee and Eric stated that the town can no longer assist with generators or sump pumps to residents in need as it puts the staff at risk and is a tremendous liability to the town.
 - Eric thanked the volunteers who promptly cleaned up the trails from the storms aftermath. He said the Fire Department did an exceptional job supporting the town during the last big storm.
 - Carol suggested using the Fire Department sign for information such as the Town Office being a warming and charging center in the event of an emergency or inclement weather.
 - Kathryn closed the workshop.

Old Business - 15 min.

Readfield Select Board Regular Meeting Minutes – January 8, 2024 – Approved

- 24-043 - Hear and consider an update on the Fairgrounds Project - 5 min.
 - The Fairgrounds Working Group is meeting this Thursday the 11th at 630pm to plan for the Public Hearing which is next Wednesday, January 17th. Steve received a plan from the architect and sent it out to the committee and they were all happy with it.
- 24-044 - Hear and consider an update on the Church Rd. Sidewalk Project - 5 min.
 - We are accepting comments online/email/telephone etc. if residents want to communicate or get information to the town. Any comments Eric receives he sends along to the engineers. On the town website, final approved DOT plans will be added to the existing Church Road website page. The page will continue to be updated and be a source of information.
- 24-047 - Select Board action item reporting - 5 min.
 - Steve – had a good meeting with Steve Vose, they talked about setting up times and access for the seniors in the community to walk during the winter at the high school where it is warm and safe to get some exercise Monday through Thursdays every week 3:30pm-8:30pm. There will be free cold water and snacks. It is a quarter mile to walk all the halls. The school is going to give monthly gift certificates for whoever walks the most miles from today through May 30. Walking on the weekends would require someone getting a key to let folks in, if they find someone interested in doing so, the school will be open also on the weekends. The school is also offering access to the weight room opening January 18 for 6 Thursdays, 6pm-7pm and 7pm-8pm. There is a charge for that as they need someone to be there for safety purposes. There is a scheduled Thursday meeting with Maine General Hospital who is considering making Maranacook a satellite site for some of their health programs. The town will put a flier on the website and in the February messenger.
 - Sean and Dave’s meetings were postponed due to weather.
 - Carol – Committee openings posted at the post office. She is working on revamping business listings, some only have landlines. Carol is also hoping to get the businesses on the shop local page, and is working on getting business owners to update information. Carol asked how RFPs are advertised and Eric responded that he reaches out directly to various vendors, posts them on the town website, and larger projects get posted to MMA’s website. Contractors can also subscribe for notifications of RFPs through the town website.
 - Kathryn – Paula Clark, Eric and Kathryn met to discuss ten ordinances that were old. They decided they will deal with 5 in 2024 and the other 5 in FY25. Eric is going to review E911 and floodplain, and communication towers and mass gathering will also be reviewed. Next year they will review the noise ordinance and sludge ordinance. Sludge is banned statewide so that ordinance does not need to be changed. The septage ordinance will be reviewed and updated. We have already worked on the tax acquired property ordinance; the cable TV ordinance is being done by the connectivity committee, legal and spectrum currently. Eric and Karen are working on updating the solid waste ordinance. Firearms ordinance will be done next year. Policies – 14 were 10 years old or older, 2 are already being revised, the warrant article policy and the disposition of tax acquired properties. There are still 12 others, Kathryn will meet with Eric to go through those in the spring.

New Business - 30 min.

- 24-082 - Consider a New England Libraries Grant - 5 min.
 - Melissa Small presented a grant application she submitted through the Association for Rural and Small Libraries which could provide funding for weatherization and sustainability initiatives etc.

Readfield Select Board
Regular Meeting Minutes – January 8, 2024 – Approved

Melissa submitted the application December 18 with Eric’s authorization. She will be notified February 9th, will receive funds end of February if approved, and they must spend the funds by December 2024. Melissa applied for the grant to fund more sustainable heating and cooling options for the upstairs two back rooms. Currently have heat pumps downstairs. Applied to get heat pumps upstairs and expand and upgrade patron computers. Currently there is only one each older PC and laptop. She applied for \$9,855 for two heat pumps. Ongoing electrical bills for the heat pumps would fall under the town budget. She applied for \$3,300 for 3 desktop towers, 3 larger upgraded monitors, 3 wireless keyboard and mouse sets, and 3 headsets for a total grant fund request of \$13,155. Kathryn was very pleased with the application and Melissa’s presentation. Sean suggested an additional docking station to hook up a secondary monitor if needed.

- **Motion** to approve the grant application in the amount of \$13,155 made by Carol, **seconded** by Sean, **vote 5-0** in favor
- 24-083 - Consider a Trail Naming Request in honor of Milton Wright - 5 min.
 - Marty Hanish presented the request by the Readfield Conservation Committee and Trails Committee to rename the currently named “orange trail” in the Torsey Pond Nature Preserve to “Milt Wright Trail” or “Milt’s Way” in honor of Milton Wright’s memory. If approved a bench and plaque will be added in Milt’s honor. Greg Durgin added that Milt was more than just an advocate; he was invested in his community.
 - **Motion** to change the name of the orange trail to Milt Wright Trail or Milt’s Way (to be chosen by the two committees) made by Carol, **seconded** by Steve, **vote 5-0** in favor
 - **Motion** to extend the meeting 10 minutes made by Sean, **seconded** by Carol, **5-0 vote** in favor
- 24-084 - Consider Commercial Hauler Permits for the Readfield Transfer Station - 5 min.
 - **Motion** to approve hauling permits from Archie’s Inc. and Galouch’s Waste through 2024 made by Sean, **seconded** by Steve, **vote 5-0** in favor
- 24-085 - Consider a potential Special Town Meeting to address Overlay Zoning requests - 5 min.
 - Eric will move forward with finding a place (with 100-200 person capacity) and date (potentially between February 13 and the end of March) to hold an on the floor meeting before the regular June town meeting.
- 24-086 - Consider a CMP Pole Permit for Plains Rd. - 5 min.
 - **Motion** to approve as presented made by Steve, **seconded** by Carol, **vote 5-0** in favor

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

- **Motion** to adjourn at 8:40pm made by Sean, **seconded** by Steve, **vote 5-0** in favor

Adjournment

Minutes submitted by Anjelica Pittman, Board Secretary