

Readfield Select Board
Regular Meeting Minutes – Monday, January 9, 2023 – *Approved*

Select Board Members Present: Dennis Price, Kathryn Woodsum, Sean Keegan, Steve DeAngelis, Carol Doorenbos

Excused Absent:

Others Attending: Eric Dyer (Town Manager)

Pledge of Allegiance

Regular Meeting Items - 5 min.

23-065 – Minutes: Select Board meeting minutes of December 12, 2022

- Sean **motioned** to approve, Carol **seconded**, **5-0 vote** in favor

23-066 – Warrants: #25-28

- Warrant #25 & 26 – Carol **motioned** to approve, Sean **seconded**, **5-0 vote** in favor
- Warrant #27 & 28 - Sean **motioned** to approve, Steve **seconded**, **5-0 vote** in favor

Communications - 25 min.

Select Board Communications – 5 min.

- Sean thanked the Maintenance and Transfer Station personnel for all they have done through the last couple of winter weather and storms
- Kathryn asked Eric to forward Sean’s thanks on to the people receiving them and also mentioned that she handed out the Christmas Gift Baskets to staff and they were well received

Staff Reports

- Town Managers Report
- Treasurer’s Report – December

Boards, Committees, Commissions & Departments – 5 min.

- Board and Committee Minutes
- Recognize the contributions of Steve Monsulick to the Readfield Enterprise Committee, First Park, and the Town of Readfield
 - Steve one of the first people in town to look at economic development, had a big role in making First Park profitable, worked on the Readfield Enterprise Committee giving loans to local businesses. Steve was helpful, a problem solver, generous, supportive of the community children, he will be missed.

Public Communications – Members of the public may address the Select Board – 5 min.

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- Linnea Koons – Open Space Plan, pleased to see a comment made that having scenic areas and vistas dependent on land owners for being maintained is problematic, the existing plan lays out the problems very clearly.
- Bruce Hunter – Asked Eric if he has received a bill from Harold Piper for fixing the roads at the Town Forest – Eric responded that he believes we have paid out what needed to be paid out; he will double check with Teresa.
- Greg Leimbach has proposed an idea for a youth day camp during the summer, he will be bringing the idea to the attention of the Rec Board and will be presenting to the Select Board in further detail at the next meeting on January 23, 2023.

New Business – 30 min.

23-067 – Discuss the Comprehensive Plan update process – 5 min.

- Active public engagement process, mailer sent out, many meetings, one public hearing with four more planned, collected over 100 long form surveys and sixty short form surveys and administrative steps taken towards getting the updated plan accomplished. The town is asking for as much public participation as possible. Currently 2/3 of the way through with the process, a Public Hearing is scheduled for January 28th at 10am with Comp Plan Members, KVCOG, and there will be time for residents come in and speak about their vision for the town and any issues they would like addressed. Kathryn asked about the mailing that went out as she did not receive one, Eric will check in with the Post Office to ensure they also sent the mailings out to post office boxes.

23-068 – Discuss the annual Town Manager evaluation – 5 min.

- The board discussed the process for the Town Manager evaluation; four components of the evaluation are feedback from employees, board committee and commissions' chairs, major vendors and interlocal partners, and the public. It is highly encouraged that all of these components participate. Select Board members assigned to collecting input from each component are as follows:
 - Employees – Sean Keegan
 - Board, committee and commission chairs – Steve
 - Major vendors and interlocal partners – Carol
 - Public - Dennis

23-069 – Discuss Select Board approaches to open space policy and an update to the Open Space Plan – 20 min.

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- The town has heard a lot of concerns about open space and conservation and have begun to budget towards those areas to refocus and invest. The comprehensive plan process has showed how concerned the public is with the conservation of open spaces in town to include the town cemeteries.
 - Kathryn **motioned** to direct the following advisory committees (Age Friendly, Cemetery, Conservation, Recreation and Trails) of the town of Readfield to work jointly in updating the current Open Space Plan dated 2006 with the particular focus on these areas:
 - Inclusion of all town owned properties
 - All information verified to be current
 - Active and passive recreation on all town lands
 - Planning work will begin with the workshop at the select board meeting on the 23rd of January, with each committee having a representative present to begin planning for the update work which can begin following town meeting approval of the comprehensive plan. Sean **seconded**, Carol inquired about a list of the town owned properties and Eric responded that there is a list and a map already in place however both need updating. Sean mentioned the possibility of including the snowmobile club and Eric suggested the historical society as well. Carol did have some concern about the funding being classified within a group rather than separately, Eric responded that the grouping is done by the Budget Committee and was voted on by the public through the last Town Meeting. It was also explained that this particular vote pertains only to the updating to the open space plan and to make more transparent the town owned property and get the public's input on how that should be used and what should be spent preserving and maintaining it.
 - Jerry Bley from the Conservation Commission – Mentioned a tremendous amount has occurred since the last Open Space plan update (not involving town dollars), 200 contiguous open space acres have increased to 1000 through Kennebec Land Trust. Jerry also mentioned that the town of Winthrop is considering creating a plan for themselves and also inquired about cooperating with Readfield to potentially do a joint plan. He thinks it is a worthwhile endeavor to bring in a range of interests and awareness of all the conservation acquisitions in town but to be mindful of both the positive outcomes possible as well as implications that could come of it.
 - Bruce Hunter – Sees Carol's concern, feels that top priority is that everyone in town is warm and fed.

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- **Vote 4-1** in favor on the motion made by Kathryn and seconded by Sean.

Public Hearing – Community Resilience – 30 min.

Conduct a Public Hearing to discuss community resilience in Readfield in relation to the Maine Community Resilience Partnership Community Action Grant.

- Previously, the opportunity to apply for a \$50k grant opportunity was voted on and approved by the Select Board. This grant will be applied for in partnership with KVCOG. Robyn of KVCOG attended to discuss the opportunity. Robyn explained the areas that would be considered, the process and partnership between KVCOG and the Town as well as the different tiers of funding. Possibilities towards resiliency include but are not limited to energy efficiency such as converting town office lighting to LED, updating drafty old windows in the building to save heating and electricity costs, and potentially buying out the lease on the Town electric vehicle. The items mentioned are already things the town has been considering, but the grant could fund these things at no cost to the taxpayers. The draft resolution provides options to recognize and acknowledge impacts to agriculture and community due to things like weather events and energy consumption. The draft resolution includes ideas geared towards modernizing and improving resiliency in these areas with help from grant money through the partnership with KVCOG, along with input and feedback from the public.

Workshop – Emergency Operations Plan Tabletop Exercise – 30 min.

Conduct an Emergency Operations Plan Tabletop Exercise with Fire Chief Lee Mank.

- Lee appeared to brief the board and public on Readfield’s Emergency Operations Plan, updates and policy. Lee discussed types of disasters and areas that fall under localized events, weather events, isolation events, power outages. The importance of keeping records, role changes for Select Board personnel and town staff, training required. Scheduling changes and press conferences, command center set up, all circumstances pertaining to the Emergency Operations Plan and what is required to protect the people of the town in the event of an emergency.
- An inventory of the Emergency Operations kits include tools, a copy of the current plan, maps, radios connected to the Fire Departments frequencies for communication, office supplies, flashlights, visibility vests, among other items. The three kits can be found at the town office, fire department and transfer station.
- Lee also recommended all involved people take the ICS 800 training which can be found online.

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

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Motion to adjourn made by Sean at 8:30 PM **seconded** by Carol, **vote 5-0** in favor

Adjournment

Minutes submitted by Anjelica Pittman, Board Secretary