

Readfield Select Board

Regular Meeting Minutes – Monday, January 10, 2022

Select Board Members: Carol Doorenbos, Ralph Eno, Sean Keegan, Dennis Price and Kathryn Woodsum
Others Attending: William Starrett (Channel 7), Eric Dyer (Town Manager), Kristin Parks (Board Secretary), Grace Keene, Matthew Seems, EMS Director Dovinsky, Lee Mank, Tom Molokie

Regular Meeting:

Dennis called the Select Board meeting to order at 6:30 pm followed by the Pledge of Allegiance

- **22-081 - Minutes: Select Board Meeting minutes of December 13, 2021**
 - **Motion** made by Kathryn to approve the Select Board meeting minutes December 13, 2021 as mentioned with the three grammar corrections, **second** by Sean. **Vote** 5-0 in favor.

- **22-082 – Warrants: #25-28 (FY22)**
 - Kathryn reviewed Warrants #25-26
 - **Motion** made by Kathryn to approve warrants #25A&B-26 in the amount of \$75,198.69, **second** by Carol. **Vote** 5-0 in favor.
 - Carol reviewed Warrants #27-28
 - **Motion** made by Kathryn to approve warrants #27A&B-28 in the amount of \$361,586.73, **second** by Carol. **Vote** 5-0 in favor.

Communications

- **Select Board Communications**
 - None

- **Town Staff Reports**
 - **Treasurers Report:** Review of December 2021 Report
 - **Town Managers Report:** Review of Town Manager Report dated 01/10/2022; Matt Seems, new Maintenance person was in attendance and gave a brief introduction.

- **Board, Committees, Commissions & Departments**
 - Comprehensive Plan Update: Eric gave an update in his Town Managers report; the committee is full and they are back to regular meetings.
 - Comprehensive Plan Committee minutes of September 22 & November 17, 2021
 - Conservation Commission minutes of November 9, 2021
 - Planning Board minutes of November 9, 2021

- **Public Communications - *Members of the public may address the Select Board on any topic***
 - None

Old Business:

- **22-076 – Hear an update on the Winthrop Ambulance Services from EMS Director Dovinsky**
 - Update by EMS Director Dovinsky; the Winthrop EMS is made up of Full Time and Per Diem staff. With being 2 years plus into the pandemic it has been a strain on everyone. The vaccine

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mandate didn't affect them as everyone was fully cooperative. Discussion with the Select Board on ways for people to get involved.

New Business:

- **22-085 – Review the Emergency Operations Plan**
 - Brief review and updates by Eric and Chief Mank. A few more updates need to be completed.
 - **Motion** made by Kathryn to accept the updated Emergency Operations Plan as presented and with the needed updates that need to be made by the Table Top exercise, **second** by Carol. **Vote** 5-0 in favor.

Appointments, Reappointments & Resignations:

- **22-083 – Consider the resignation of William Godfrey from the Planning Board**
 - **Motion** made by Kathryn to accept the resignation of William Godfrey from the Planning Board with regrets effective immediately, **second** by Carol. **Vote** 5-0 in favor.
- **22-084 – Consider the appointment of Noel Madore to the Planning Board as a full member**
 - **Motion** made by Kathryn to appoint Noel Madore to the Planning Board as a full member to finish out the vacated position of William Godfrey, **second** by Carol. **Vote** 5-0 in favor.

Old Business:

- **22-068 – Consider next steps for investigating broadband internet**
 - Expecting several meetings to be happening and have a good report after the next meeting.
- **22-051 – Consider final approval of the revised Board, Committee, and Commission Guide and a process for distribution**
 - Review of the final changes amongst the Select Board.
 - **Motion** made by Kathryn to accept the draft copy of the revised Board, Committee and Commission Guide and including that all municipal appointees (Budget Committee, Planning Board, School Board and Select Board) are expected to complete FOAA training within 30 days of being appointed or reappointed and provide certification to the Town Clerk and the Road Committee to go from a 7 Committee Group to a 5, **second** by Carol. **Vote** 5-0 in favor.

New Business:

- **22-086 – Consider a revised Policy on Electronic Devices, Documents and Communications**
 - Review by Eric; Policy is not just for email, it is a multi-purpose policy.
 - **Motion** made by Kathryn to accept the revised policy on Electronic Devices, Documents and Communications as presented in the Select Board packet, **second** by Carol. **Vote** 5-0 in favor.
- **22-087 – Consider approval of Commercial Hauler permits for the Transfer Station**
 - **Motion** made by Kathryn to approve the Commercial Hauler permits for Simmons Trucking and Archie's Inc. for 2022, **second** by Sean. **Vote** 5-0 in favor.

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- **Motion** made by Kathryn to approve Galouch’s Waste Commercial Hauler permit for 2022, **second** by Sean. **Vote** 5-0 in favor.

- **22-088 – Consider acceptance of a \$1,000 Maine Community Foundation Lifelong Community Fellows Program Grant**
 - **Motion** made by Sean to accept the \$1,000.00 Maine Community Foundation Lifelong Community Fellows Program Grant for the Age Friendly Committee, **second** by Carol. **Vote** 5-0 in favor.

- **22-089 – Discuss Fiscal Year 2023 Budget**
 - 2022-2023 (FY23) Budget & Warrant Schedule included in the packet. January 13, 2022 is the first meeting for first set of departments.

- **22-090 – Consider legal representation for the Town of Readfield Board of Appeals**
 - Separate Attorney to represent the Board of Appeals from the Planning Board.
 - **Motion** made by Sean to approve legal representation of Perkins/Thompson for the Town of Readfield Board of Appeals, **second** by Kathryn. **Discussion:** Retainer not expected. **Vote** 5-0 in favor.

Motion made by Kathryn to extend the meeting by 5 minutes, **second** by Dennis. **Vote** 5-0 in favor.

- **22-091 – Consider engagement with Main-Land Development for design services at Readfield Corner**
 - Review of information included in the Select Board packet. Work would be completed out front of the Readfield Post Office/Masonic Lodge.
 - **Motion** made by Kathryn to accept the Proposal Agreement for Professional Services Post Office Sidewalk Design and authorize the Town Manager to sign, **second** by Sean. **Vote** 5-0 in favor.

- **22-092 – Town Manager review and Contract renewal process**
 - Change Annual review process from October to July. This time looking at doing a limited scope review with just the Executive Session and set a new schedule for next time.
 - Executive Session set for Tuesday, February 15 at 6:00 PM

Other Business:

- **Proposal Agreement for Professional Services at Church Street Ballfields**
 - **Motion** made by Kathryn to accept the RS Leonard Proposal and authorize the Town Manager to sign, **second** by Sean. **Vote** 5-0 in favor.

Motion made by Ralph to adjourn the meeting at 8:35 pm, **second** by Carol. **Vote** 5-0 in favor.

Minutes submitted by Kristin Parks, Board Secretary