

Readfield Select Board

Regular Meeting Minutes – February 26, 2024 – Approved

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

Excused Absent:

Others Attending: Eric Dyer (Town Manager), Anjelica Pittman (Board Secretary), Bill Starrett (Channel 7), Liz Glover (Channel 7), Brandon Fike, Jaaron Shaw, Kristin Parks (Town Clerk), Ben Rodriguez (Town Sexton), Greg Leimbach

Pledge of Allegiance (6:30)

Regular Meeting Items - 5 min.

- 24-099 - Minutes: Select Board meeting minutes of February 12, 2024
 - **Motion** made by Kathryn to accept the meeting minutes, with the addition of a motion made by Sean and seconded by Dave to approve warrants #33-34 in the amount of \$493,561.69 from the previous meeting, **seconded** by Sean, **vote 5-0** in favor.
- 24-100 - Warrants: #37-38
 - Tabled for the next meeting
- 24-093 - Warrants: #33-36 – Reconsidered as there was a vote on the warrants at the previous meeting, however no motion or second was made.
 - **Motion** made by Sean to approve warrants #33 & 34 in the amount of \$493561.69, **seconded** by Dave, **vote 5-0** in favor.
 - **Motion** made by Sean to approve warrants #35 & 36 in the amount of \$95236.48, **seconded** by Dave, **vote 5-0** in favor.

Communications - 25 min.

- Select Board Communications - Members of the Board may present general information- 5 min.
 - Carol requested the Special Town Meeting election information be added to the Fire Station sign, and she also requested for Eric to purchase new letters for the FD sign.
- Staff Communication - 5 min.
 - Town Manager’s Report – Eric gave a brief report where he discussed
 - the new F550 truck lease purchase
 - FEMA disaster relief being offered for destruction caused from the December 2023 storm
 - Completed foreclosure process, no properties foreclosed this year for nonpayment of taxes, Eric thanked staff for their assistance.
 - Reminder: Special Town Meeting February 27, 2024 at 6pm at the Alford Center at Kents Hill to vote on Commercial Industrial Overlay District rezoning for two properties in town
- 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. - None

Old Business - 20 min.

- 24-043 - Hear and consider an update on the Fairgrounds Project - 10 min.

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- Eric noted that the group is moving forward with fundraising and grant efforts, thanked Greg Leimbach for all his work. Kathryn asked what sort of fundraising is being considered and Eric responded on the ground fundraising and is drafting a pledge letter currently. Carol asked that everyone keeps in mind where trees are planted and will be planted and how that will affect ongoing maintenance specifically; she said trees should not be placed in play spaces or parking spaces.
- 24-044 - Hear and consider an update on the Church Rd. Sidewalk Project - 5 min.
 - Public Hearing went well last week with close to 40 people in attendance. He addressed the road safety and parking, as well as drainage (which will not change). Due to the federal funding of this project, requirements are strict. There will be no tax impact to this project but will be ongoing maintenance costs to be aware of. Sean mentioned that if the project is voted down at Town Meeting that we will have to pay back the funds already spent on the project, Eric added that is approximately \$75k so far. Carol was concerned about the idea of having 3 speedbumps, which Kathryn responded there has to be two on either side of a raised sidewalk. The speedbumps were recommended by the engineer but Eric will discuss with the engineers.
- 24-047 - Select Board action item reporting - 5 min.
 - Steve – reported that there have not been any weekend walkers at the school as no one has offered to be the key keeper yet.

New Business - 65 min.

- 24-101 - Discuss the proposed Community Programming Coordinator position - 10 min.
 - Eric updated that the position is still in the planning phase, he did create a draft job description (included in the agenda packet) that he will send to the Rec Board and have them review as well. Carol stated the responsibilities for the position seem vast and Eric replied that much of it consists of things that are already being done by volunteers and staff but there are additional duties added for future growth. Greg added on behalf of Hannah Flannery that if the position is part time it could be revenue neutral with fees for sports and such. Eric said the revenue from sports activities may even fund this position in the future. It will also reduce the need for a beach superintendent and two additional part time beach attendants which will roll into this position. As a part time position there would not be any health insurance, or other full time benefits cost. Eric would like to offer the position for about \$18/hour and he thinks teachers and or retirees could be good candidates for the position.
 - **Motion** made by Steve to support the direction the draft job description is taking and supports putting it out for vote, **seconded** by Sean, **vote 5-0** in favor.
- 24-102 - Consider amending the Messenger Policy to accommodate business promotion - 10 min.
 - Kristin attended the meeting to discuss the Readfield Messenger Publication and how incorporating business listings could complicate the process. She and Eric did update the previous Messenger Policy to include some minor changes (included in the agenda packet). The board discussed different methods for including local businesses in the messenger, potential for adding a QR code to the business listing on the website, and to not favor any local businesses over the others.
 - Sean **motioned** to approve the updated Messenger Policy, but to retract subsection 3.5, **seconded** by Carol, **vote 5-0** in favor.
- 24-103 - Consider proposals for Cemetery tree work - 10 min.

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- Ben went over RFP bids for Cemetery tree work. He had 4 companies bid; he created a spreadsheet with bid tabulations to present to the board. The two lowest bids came from Stevenson Solutions and Poulin Tree. Ben recommended Poulin Tree based on the closeness in price and to further develop relationships with local businesses. The board advised against that, as they were concerned what that could mean for the towns good relationship with Stevenson. Due to the additional treatment suggestions within the spreadsheet, the Board asked Ben to only put the two lowest bidders on the spreadsheet and clean it up a bit for readability. This item will be added to the next meeting agenda to reconvene and discuss again.
- 24-104 - Consider a first reading of the revised Solid Waste and Recycling Ordinance - 10 min.
 - Kathryn and Jaaron added some edits to the draft that were not included in the draft within the meeting agenda. They would also like to separate out the definitions and lists sections in the operations manual and reference to it so they can be more easily updated and added to. Kathryn would also like to see definitions of the town and Town Manager added in the operating manual and policies for the public. Jaaron suggested putting “Town Manager” for the first mention and adding “referred to as XYZ...” for additional mentions in the document.
 - Solid Waste & Recycling does require that Transfer Station stickers be adhered to residents’ windshields.
- 24-105 - Consider a first reading of the revised Marijuana Establishments Ordinance - 5 min.
 - Only one change, to limit the number of caregiver dispensaries to two.
 - **Motion** made by Sean to approve the ordinance update, **seconded** by Steve, **vote 5-0** in favor.
- 24-106 - Consider revisions to the Transfer Station Fee Schedule - 10 min.
 - **Motion** made by Sean to approve the Transfer Station Fee Schedule update, **seconded** by Dave, **vote 5-0** in favor.
- 24-107 - Discussion of Comprehensive Plan Goals - 10 min.
 - The board reviewed the spreadsheet which is the same used in November with the addition of a date and reference column. Portions of the Comp Plan will be reviewed by the respective committees. The Select Board has already acted on 27 out of 90 of their assigned tasks. The board will discuss progress made again prior to Town Meeting in June.

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

- Reminder that Select Board Meetings will take place March 11 and 25th with a joint Select Board and Budget Committee Meeting on March 20. The RSU has their Budget Workshop March 27th and Select Board members are encouraged to attend.
- **Motion** to adjourn at 8:30pm made by Carol, **seconded** by Sean, **5-0 vote** in favor.

Adjournment

Minutes submitted by Anjelica Pittman, Board Secretary