

Readfield Select Board
Regular Meeting Minutes – June 20, 2023 – Approved

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

Budget Committee Members Present: Andy Tolman, Marty Hanish, Ed Sims, Ellen Schneider

Excused Absent: Chris Sammons

Others Attending: Eric Dyer (Town Manager), Anjelica Pittman (Boards Secretary), Brandon Fike, Greg Durgin, Ralph Eno, Joel & Virginia Parker, Alan Curtis, Paula Clark, Bruce Bourgoine, Pat Clark, Melissa Small, Jaqueline Drouin, Sonya Clark, Ron Smith (RHR Smith), Pam Mitchell, Brenda Lake, John Mitchell, Jill, Michelle, Bill, Jack Comart, Mike, Brian McCarthy, Penny Eno, M Clark, Lori Nolette, MHC, Kristin Parks, Homeowner (x7)

Pledge of Allegiance

Regular Meeting Items - 5 min.

23-140 - Minutes: Select Board meeting minutes of June 5 and 7, 2023.

- **Motion** made by Kathryn to approve both the June 5 and June 7 meeting minutes as amended, **seconded** by Sean **vote 5-0** in favor.

23-141 - Warrants: #49-50

- **Motion** made by Sean to approve warrants #49 & 50 in the amount of \$390,268.65 **seconded** by Carol **vote 5-0** in favor.

Communications - 20 min.

Select Board communications. - 5 min.

- Sean – Congratulations to Dave on his Election win and thank you to Dennis Price for all he has done to support the citizens of Readfield during his two terms as a Select Board member and Chair.

Staff communication - 5 min.

- Town Manager’s Report
- Treasurer’s Report - May

Boards, Committees, Commissions & Departments - 5 min.

- Board and Committee Minutes (listed separately)

Public Communication - Members of the public may address the Select Board - 5 min.

- Ralph Eno – Here on behalf of the Maranacook Food Bank to thank the voters for the overwhelming approval of article 31 to allocate a \$1000 donation to the Maranacook Food Bank.

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- Alan Curtis – Came to follow up on his request for the town to look into options to reinstate senior hours at the transfer station. Kathryn responded that the SW&RC meets July 12, 2023 and they will discuss options. Carol suggested designating the first parking spot for seniors. Alan agreed that that could be a good solution.
- Bruce Bourgoine – thanked Dennis for his time on the board and congratulated Dave for being elected to the Select Board. Bruce requested that the board honor the articles that were passed at last Tuesdays Town Meeting and touched on the misinformation surrounding the warrant articles leading up to the election.
- Greg Durgin – Congrats to Dave, echoing a lot of what Bruce said. Thanks to Ralph for pushing the initiative to get the donations from the towns for the Maranacook Food Pantry. Ralph completed his term on the Select Board and took no time in getting involved in the food pantry and has been a huge support there. Thank you also to the other two towns, Mount Vernon and Augusta
- Virginia Parker – Attended to discuss a mishap with the zoom link for the May 16 Fairgrounds meeting, she asked that the Select Board ensure the correct links are attached to the corresponding meeting. Virginia piggybacked Alan Curtis concern regarding senior hours at the Transfer Station and that there is no additional cost for the time we were using for the seniors at the Transfer Station since it is already open at that time for commercial haulers.

Joint Select Board and Budget Committee Workshop - 60 min.

23-142 - Hear a report from RHR Smith on Audit and Accounting - 30 min

Ron Smith – Principal of RHR Smith – discussed the towns budget audit, Ron said the town’s budget is in a great place, is being well managed and discussed the new software system implementation and how that will help to streamline information and make it more quickly accessible. Ron will be returning periodically to continue the discussion and help where needed. Ron also answered questions of both the boards and residents.

23-143 - Discuss Select Board policy on “Capital Reserve” accounts and warrant articles - 30 minutes

Marty – During recent budget improvements some issues were brought up by residents and board members concerning capital improvements warrant articles and how those are presented on the Town Meeting ballots with a goal of allowing residents to vote more specifically on Capital items. Two reasons to increase that flexibility, allow voters more say on specific items, and include a formal written policy for transparency. The Budget Committee discussed this in detail and came up with four options for improvement.

- Option one – present all capital items in separate one item articles.
- Option two – a variation, things considered infrastructure maintenance could be in one article and everything else would go in separate one item articles.
- Option three – state of criteria, anything requiring bonding, or new etc. would be in a separate item article.
- Option four – leave things as they are, and the Select Board would decide which things go together and which are separated out. Ultimately, whichever option is chosen will be a Select Board decision.

Eric presented a summary of previous articles included in capital improvements over the years with dollar amounts, inclusion and voting results. All articles passed in aggregate. Kathryn summarized that all capital items however presented have been approved and passed by the voters over the decades.

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Ron's advice was to start with a plan or policy, be flexible. General fund balance is healthy, a policy there to aid in tax relief or capital reserve needs. General practice is to begin with general fund policy which rolls into capital improvements plan, and marry that with the needs with the town. A buffet of the four options Marty mentioned would be a good move for Readfield. Ellen mentioned that the plan is revisited every year. There is a tension where the budget committee is trying to smooth out peaks and valleys overall to minimize tax impacts. Members of the Select Board discussed the options, road management plan, and open space.

- **Motion** made by Steve that we ask Eric in consultation with the Budget Committee to consider feedback given tonight to come up with a proposal as a basis for discussion by July or August **seconded** by Sean **vote 5-0** in favor.
- Sean **motioned** to extend the meeting 30 minutes **seconded** by Dave, **vote 5-0** in favor

Appointments, Re-appointments, and Resignations - 10 min.

23-144 - Conduct the election of Select Board Chair and Vice Chair, and appoint Select Board members to the following positions (*this item will be taken out of order at the start of the meeting*):

- Sean **motioned** to elect Kathryn as the select board chair, **seconded** by Steve DeAngelis, **vote 5-0** in favor
 - Steve **motioned** to nominate Sean as the vice chair **seconded** by Carol, 5-0 vote in favor
 - Sean **motioned** to extend (at 9:15) the meeting for another 10 minutes, **seconded** by Carol, **vote 4-1** with Steve opposed.
- Note Taker / Time Keeper - Sean
 - Quarterly Financial Warrant Reviewers (four) – Sean (1st quarter), Steve (2nd quarter), Kathryn (3rd quarter), Dave (4th quarter) with Kathryn as backup for all
 - Fairgrounds Working Group Representative - Steve
 - Solid Waste and Recycling Committee Representative - Kathryn
 - Age Friendly Committee Representative - Steve
 - Readfield Enterprise Committee Representative - Dave
 - First Park (Kennebec Regional Development Authority) Representative – Resident primary, with SB alternate - Carol
 - Board of Assessors (three) – Carol, Steve, Dave

23-145 - Consider a slate of reappointments for municipal Boards, Committees, and commissions

- **Motion** made by Sean to approve the slate of re-appointment applications for the following committees:
 - Age Friendly
 - Appeals Board
 - Budget Committee
 - Cemetery Committee
 - Conservation Commission
 - Enterprise Committee
 - Library Board of Trustees
 - Recreation Committee
 - Road Committee

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- Solid Waste and Recycling Committee
- Trails Committee
- Planning Board

Thank those residents for their continued effort to volunteer, **seconded** by Steve. Carol mentioned that some folks would like to see term limits, specifically with the Planning Board and would like to see the head of the Planning board change. Sean voiced support for Planning Board volunteers. **Vote 5-0** in favor.

23-146 - Consider the re-appointment of Eric Dyer as Town Manager, Treasurer, Tax Collector, Road Commissioner, Welfare Administrator, and Public Access Officer.

- **Motion** made by Steve, seconded by Sean, Dave would like to see if there are any areas that can be pieced out to take some of that load off of Eric in the future. Eric responded that a lot of these jobs are delegated out to the staff and he feels that the balance is okay currently. **Vote 5-0** in favor.

23-147 - Consider the re-appointment of Karen Peterson as Transfer Station Manager

- **Motion** made by Sean, **seconded** by Steve, **vote 3-2** with Carol and Dave opposed.

23-148 - Consider the re-appointment of Lee Mank as Fire Chief

- **Motion** made by Sean **seconded** by Steve. Carol would like to have Lee come back and discuss the Covid Vaccination policy. Eric will discuss that with Lee. **Vote 5-0** in favor
- **Motion** made by Sean to extend the meeting for 15 minutes, **seconded** by Carol, **vote 5-0** in favor.

Old Business - 15 min.

23-127 - Discuss the August 11-12 Heritage Days celebration - 5 min.

Heritage Days this year will include:

The Historical Society's Wine and Cheese Party from 5-7PM Friday and hopefully also having a community sock hop at the beach. Saturday offers the Masons breakfast from 7-10AM, the Library Booksale at the Fire Station, a history walk with Dale Potter-Clark, kickball at the Fairgrounds, the makers market and community fair will be at the beach from 12-4PM with local businesses and community organizations including blacksmiths, glass blowers, and food provided by the Weathervane. There will also be live music from the Evan Hanes Trio. From 6-8PM there will be the Spirit of America awards and Pot Luck at Giles Hall. Fireworks will be at the Beach at 9PM. Next meeting is Sunday June 25th at 1PM.

23-135 - Consider a proposal for planned capital improvement work at the Readfield Library - 10 min.

MHC Maine Highlands Contractor – provided more information and attended a library board meeting to explain things in further detail. RFP no bids initially, MHC came through and provided a bid for the work, the Library Board was collectively pleased with the presentation and offer from MHC due to factors such as the heavily used ramp, the needs of the library patrons, and safety and security of the egress stairs in an emergency situation. Pam also noted that the results of the grant application should be received in about a week.

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- **Motion** to approve Maine Highlands Contracting to complete the work at the library up to \$73,975 **seconded** by Steve, **vote 5-0** in favor

New Business - 5 min.

23-149 - Consider Spirit of America Award nominations - 5 min

- Sean **motioned** to nominates 1-4; Kathryn would like to see 1-3 and 5. Sean withdrew his motion.
- **Motion** made by Sean to award residents 1-5 that have not been already nominated, **seconded** by Dave, **vote 5-0** in favor.

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

Summer 2023 schedule for Select Board meetings:

July 24th

August 21st

September 18th

- **Motion** to approve the above meeting dates made by Steve, **seconded** by Dave, **vote 5-0** in favor.

SB Retreat will be scheduled at the July meeting. Also discussed how to present the New Member Orientation and the board agreed that could be done with Eric and Kathryn and the new member rather than in a meeting with the whole board.

Adjournment made by Kathryn at 9:28PM

Minutes submitted by Anjelica Pittman, Board Secretary