

Readfield Select Board
Regular Meeting Minutes – November 27, 2023 – 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), Bill Starrett (Channel 7), Liz Glover (Channel 7), Grace Keene, Dennis Price, Jill

Pledge of Allegiance

Regular Meeting Items - 5 min.

- 24-064 - Minutes: Select Board meeting minutes of November 13, 2023
 - **Motion** to approve the meeting minutes made by Sean, **seconded** by Steve, **vote 5-0** in favor
- 24-065 - Warrants: #23-24
 - **Motion** to approve warrants #23-24 in the amount of \$200,745.48 made by Sean, **seconded** by Steve, **vote 5-0** in favor

Communications - 25 min.

- Select Board Communications - Members of the Board may present general information- 5 min.
 - Carol Discussed the Union Meeting House and Historical Society's "Christmas through the Ages" event taking place Saturday, December 9, including six historical stops through town. Dale Potter Clark has out done herself with this event, very well planned and detailed. Tickets sold out quickly but there is a waiting list for those who would still like to sign up.
- Staff Communication - 5 min.
 - Town Manager's Report – Presented by Eric, attached to the agenda
 - Treasurer's Report (October) – 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.
 - None

Appointments, Re-appointments, and Resignations - 5 min.

- 24-058 - Consider the appointment of John Cannell to the Road Committee
 - **Motion** to appoint John to the Road Committee beginning tonight through June 30, 2025 made by Carol, **seconded** by Steve, **vote 5-0** in favor
- 24-066 - Consider the re-appointment of Joseph Andrew Walsh to the Conservation Commission
 - **Motion** to re-appoint Joseph to the Conservation Commission beginning tonight through June 30, 2026 made by Sean, **seconded** by Steve, **vote 5-0** in favor
- 24-067 - Consider the resignation of George O'Connor from the Planning Board
 - **Motion** to accept the resignation of George from the Planning Board made by Sean, **seconded** by Carol, **vote 5-0** in favor

Old Business - 20 min.

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- 24-043 - Hear and consider an update on the Fairgrounds Project - 5 min.
 - Steve updated the board; the Fairgrounds Working Group agreed on the Fairgrounds as the site for the basketball court, the next meeting is December 18 with a Public Hearing on January 17. On December 1, Regina Leonard, the Landscape Architect, will do a site visit to look at the site in person; the group is not required to attend the architect visit. They will be speaking again with the engineers, hoping to have an accurate idea of how much money to fundraise by the Public Hearing on January 17.
- 24-044 - Hear and consider an update on the Church Rd. Sidewalk Project - 5 min.
 - Eric presented a brief update; public communication will be the next step, with the engineers coming in January 16 for the meeting.
- 24-047 - Select Board action item reporting - 5 min.
 - Steve is working on getting approval and organization through the school to provide senior citizens a place to walk indoors during the winter time.
 - Dave is working on his programming and relationship building with contractors. He has started preparing a series of questions to open the conversation and hopefully get some feedback on how to get more people bidding on our RFPs.
 - Sean has been invited to a couple of BCC meetings to talk about programming (Recreation Board, the Library Board) and has received different ideas of how a position could be helpful to them.
 - Kathryn has sent an email to Paula Clark, chair of the Planning Board, asking for input on ordinance updates.
- 24-063 - Consider draft revisions to the Property Tax Assistance Ordinance - 5 min
 - There was only one change, to increase the assistance amount from \$400 to \$500 for property taxes. **Motion** made by Sean to accept the Property Tax Assistance Ordinance to the warrant for this year **seconded** by Dave, **vote 5-0** in favor.

New Business - 60 min.

- 24-068 - Hear an update on the status of Winter Road Maintenance - 10 min.
 - Matt Seems, Deputy Road Commissioner presented the update. Plow truck inspections completed, vehicles registered and insured. Scott will be running the same trucks as last year along with several spares. There are freightliners with plow wing and spreader, three quarter ton trucks with straight blades on them, also has an excavator to load heavy trucks. Scott has seven drivers and trucks out when it is snowing (exceeding the five required per contract). Last year Scott provided a very high level of service, not many complaints last year, many folks told Matt how impressed they were with the plowing, few complaints, a couple of mailbox issues which are to be expected. Matt reminded everyone to review the mailbox requirements and where to find them, as well as where to find Scott's number on the Maintenance page on the town website. Data was procured over the year so miles, time and routes are all documented and can be used for future contractors. Salt delivery was completed, Scott brought in sand. A plan is being made to look into possible repairs at the salt and sand shed. Town snow removal vehicles will be the same as last year as well and are all in working order. The Select Board thanked Scott Horne for excellent service and a job well done.
- 24-069 - Discuss the Heritage Days Committee and Annual Heritage Days Celebration - 10 min.
 - Dennis Price attended to discuss Heritage Days. Kathryn noticed that the Policy itself needs to be updated since the practice has changed. Dennis discussed how the last few years have been going

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as he has been organizing the event with the help of other boards, groups and leaders and chair people. The chair of the Heritage Days Committee functions more to market and advertise and get the information out about the year's events and sponsors. Dennis would like to find someone or multiple people to shadow him and eventually hand the reins over to. Dennis has retained a plethora of information saved since 2018 chronicling past years events and can be used to guide new members in coordinating Heritage Days without needing to reinvent the wheel.

- 24-070 - Conduct a quarterly review of Comprehensive Plan Goals - 20 min.
 - The Board discussed how they will conduct quarterly reviews, with a memo from Kathryn and Select Board goals in the agenda packet and the spreadsheet posted to the website. Different BCC's are assigned different portions of the Comp Plan. Select Board specifically has 68 ongoing goals, 36 short term, 52 mid-term, and 2 long term goals. The board discussed awareness of the fact that the plan is a guiding document and there are other BCC's who share some parts of it. They conferred over areas of the plan that take legal precedence, and things that are less urgent as well as things that can already be checked off as reviewed. The last Comp Plan showed that change does happen over a number of years.
- 24-071 - Consider draft revisions to the Warrant Article Petition Policy - 20 min.
 - Eric reworked this Policy to encourage active participation and review by organizations the Town supports through donation. The organizations currently send a letter each year requesting funding, and are presented in the warrant articles at the Town Meeting each year. The Policy would require that the organizations receiving donations do a new petition every three years consisting of 5% of the signatures required as of the last gubernatorial vote.
 - **Motion** to extend the meeting made by Sean, **seconded** by Kathryn, **vote 5-0** in favor.
 - The board discussed different options, either a lower threshold of signatures, or having someone from the organization attend a Select Bard meeting to brief the board and the town about their organization. The Board ultimately chose to revisit this Policy change at a follow up meeting.

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

- The next Select Board Meeting will take place on December 11, 2023.
- **Motion** to adjourn made by Sean, **seconded** by Dave, **vote 5-0** in favor.

Adjournment

Minutes submitted by Anjelica Pittman, Board Secretary