

Readfield Select Board

Regular Meeting Minutes – Monday, December 13, 2021

Select Board Members Present: Carol Doorenbos, Ralph Eno, Sean Keegan, Dennis Price and Kathryn Woodsum

Others Attending: William Starrett (Channel 7), Eric Dyer (Town Manager), Pam Mitchell, Lee Mank, Hannah Flannery, Matt Lajoie

Regular Meeting:

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

- **22-070 - Minutes: Select Board Meeting minutes of November 15, 2021 & December 6, 2021**
 - Amendment to November 15th minutes: Add the comments from the Town Manager report regarding SSMH and that the Town Office is open to any and all groups; including SSMH.
 - **Motion** made by Kathryn to approve the Select Board meeting minutes of November 15, 2021 as amended and December 6, 2021 as presented, **second** by Sean. **Vote** 5-0 in favor.

- **22-071 – Warrants: #21-24 (FY22)**
 - Kathryn reviewed Warrants #21-24
 - **Motion** made by Kathryn to approve warrants #21-22 in the amount of \$88,321.11 and warrants #23-24 in the amount of \$383,007.36, **second** by Ralph. **Vote** 5-0 in favor.

Communications

- **Select Board Communications**
 - Sean: Thank you to the Readfield Library for the tree lighting ceremony. Great job.
 - Ralph: As the Age Friendly Liaison; at this time the group has no requests but concerned with the budget as their needs are yet to be determined but would like to have a place holder in the budget process.
 - Dennis: Thank you to all for the holiday spirit around town.
 - Carol: Veterans Day Event was phenomenal, had a great turn out and fabulous job done.

- **Town Staff Reports**
 - **Treasurers Report**
 - Review of the November Treasurers Report by Eric
 - **Town Managers Report**
 - Review of the Town Managers Report by Eric

- **Board, Committees, Commissions & Departments**
 - Conservation Commission minutes of October 12, 2021
 - Comprehensive Plan Committee minutes of October 20, 2021
 - Broadband Internet Committee minutes of September 1, 2021

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

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Appointments, Reappointments & Resignations:

- **22-072 – Consider the appointment of Eric Dyer as Freedom of Access Act (FOAA) Officer**
 - **Motion** made by Kathryn to appoint Eric Dyer as the Freedom of Access Act Officer effective tonight and ending June 30, 3022, **second** by Sean. **Vote** 5-0 in favor.
- **22-073 – Consider the resignation of Sandra Rourke from the Cemetery Committee**
 - **Motion** made by Kathryn to approve the resignation of Sandra Rourke from the Cemetery Committee, **second** by Carol. **Vote** 5-0 in favor.
- **22-074 – Consider the resignation of Lindsey Morin from the Recreation Committee**
 - **Motion** made by Kathryn to accept the resignation of Lindsey Morin from the Recreation Committee with regrets, **second** by Sean. **Vote** 5-0 in favor.

New Business: *(Taken out of order)*

- **22-078 – Consider approval and acceptance of a \$4,965 Library grant through Association for Rural and Small Libraries**
 - Pam Mitchell went over the grant through the grant and the three areas that the funds will be used: Library Meeting/Program Space, Library Outreach and Teens/Children Programming.
 - Carol asked about use of ARPA Funds to help with the space issues at the library. ARPA Funds are restricted for certain uses.
 - Admin note: Procedure for grants is that the Select Board approve before applying and then accept when funds are granted/received.
 - Make the Library RFP a priority so work can be booked in a timely manner.
 - **Motion** made by Kathryn to approve the grant and accept the funding from the grant from the Association for Rural and Small Libraries New England Grant in the amount of \$4,965.00, **second** by Carol. **Vote** 5-0 in favor.

Old Business:

- **22-068 – Consider next steps for investigating broadband internet**
 - Update from Kathryn: The RFP has gone out with 4 towns involved; Fayette, Readfield, Vienna and Wayne. There were 12 companies that responded with 5 that intend to submit bids. Fayette may go with Red Zone and not the fiber to the home. The RFP will have each town separately and then one of all towns together.
- **22-051 – Final reading of the revised Board, Committee, and Commission Guide**
 - Review of the revised draft included in the packet and discussed by the Select Board. Changes to be made and brought back for review/reading once updated.
- **22-067 – Final reading of the revised Freedom of Access Policy**
 - **Motion** made by Sean to approve the revised Freedom of Access Policy, **second** by Kathryn. **Vote** 5-0 in favor.

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New Business:

- **22-075 – Review the Emergency Operations Plan and consider a schedule for revision and holding a tabletop exercise**
 - Brief review by Eric; updated annually except for last year due to COVID. Table Top Exercise as part of a Select Board meeting to be held in January at the Fire Station.
 - The Select Board and Lee Mank, Fire Chief would like to make sure that contracts are updated constantly to keep the plan the best up to date as it can be.

- **22-076 – Hear an update on the Winthrop Ambulance Services from EMS Director Dovinsky**
 - Kathryn gave a brief review of the letter from EMS Director Dovinsky of the Winthrop Ambulance Services as he couldn't be present tonight. This is a statewide issue and not just Winthrop Ambulance. Winthrop is doing everything that they can and ask for patience and understanding during this difficult time,

- **22-077 – Consider the use of ARPA funds to provide @2/hr premium pay for volunteer Firefighters retroactive to June 1, 2021 and forward through June 30, 2022**
 - Eric gave an update on the proposal to provide a \$2.00/hour premium pay to Volunteer Firefighters with use of ARPA funds. Proposing \$12.15 to \$14.15. Discussion amongst the Select Board on pay and time frame.
 - **Motion** made by Kathryn to pay the Readfield Fire Department responders a \$2.00/hour premium pay retroactive from June 1, 2021 through November 30, 2021 coming from the ARPA funds; to continue the bonus pay from the ARPA funds of \$2.25/hour for the time period of December 1, 2021 to May 31, 2022 and request the budget committee to try and appropriate funding in the future, **second** by Sean. **Discussion:** The \$2.25 brings the premium pay to an even \$15.00/hour for the second half of the year. **Vote** 5-0 in favor.

- **22-079 – Consider approval and acceptance of a \$1,000 Recreation grant through a Charles Schwab donor advised fund in recognition of Cash McClure – Maine Gatorade Boys Basketball Player of the Year**
 - Cash McClure wanted to donate the money he received from being Maine Gatorade Boys Basketball Player of the Year to the Recreation Department for use of Basketball needs so had to go through this process to do so.
 - **Motion** made by Sean to approve and accept the \$1,000.00 funds to the Recreation Department from the Schwab Charitable Organization in recognition of Cash McClure, **second** by Carol. **Vote** 5-0 in favor.

Motion made by Kathryn to extend the meeting by 10 minutes, **second** by Sean. **Vote** 5-0 in favor.

- **22-080 – Hear an update from the Recreation Board on the proposed ballfield project at the Fairgrounds and consider the used Contingency funds for additional planning and design work**
 - Matt Lajoie of the Recreation Committee went over the information in the packet from the combination meeting that was held last week. They are looking at the addition of a softball field and a basketball court. There were concerns on the environmental impact.
 - Recommendation of Eric to have the funds up to \$6,000 to cover the costs of design and planning work. The money would come from the Select Board Contingency Funds.

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- **Motion** made by Ralph to approve up to \$6,000 from the Select Board Contingency Fund to move forward with the recreation plan for the ballfield and basketball court, **second** by Kathryn. **Amended motion** made by Kathryn to set a date of February 1, 2022 for planning and design work to be submitted and April 1, 2022 for plan to be submitted to the Planning Board, **second** by Ralph. **Discussion:** Eric went over why the amount of \$6,000 was being requested. Dennis feels there is no reason to have the ballfield at the school and is all for the new field at the fairgrounds. **Vote on amended motion** 5-0 in favor. **Vote on original motion** 5-0 in favor.

Motion made by Sean to extend the meeting by 10 minutes, **second** by Kathryn. **Vote** 5-0 in favor.

Other Business:

- **Upcoming Select Board meeting schedule:**
 - January 10th and 31st; Table Top Exercise on the 31st
 - February 15th & 28th
 - March 14th
 - April 11th & 25th

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

Minutes submitted by Kristin Parks, Board Secretary