

Readfield Select Board

Regular Meeting Minutes – Monday, April 11, 2022 – *Approved*

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

Others Attending: Eric Dyer (Town Manager), Anjelica Pittman (Board Secretary), Hannah Flannery (Recreation Board)

Regular Meeting (5 min):

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

- **22-114-Minutes:** Select Board meeting minutes of March 14 and 28, 2022.
 - Board agreed to table the meeting minutes until the next Select Board Meeting. **Motion** made by Ralph, **seconded** by Kathryn, **5-0 Vote** in favor.
- **22-115-Warrants #38-41**
 - **Motion** made by Kathryn to approve warrants #38-41, **seconded** by Ralph, **5-0 Vote** in favor.

Communications (25 Mins):

- **Select Board Communications – 5 mins**
 - Sean reminded the town that the Easter egg hunt will be April 16, 2022, at 10am at the Fairgrounds, there will be candy, prizes, and fun, for more information, the event is posted on the town website.
 - Ralph mentioned that tick season is once again upon us, and residents should be regularly checking for ticks as the weather continues to warm up.
- **Town Staff Reports - 10 mins**
 - Treasurer's Report – March 2022 – Reconciliation balanced, no unusual activity, Audit meeting is tomorrow April 12, 2022, Budget is complete and awaiting approval from committees at the next meeting in June. Town residents have been paying up their real estate taxes. Revenues are up less than 1% for the month and 10% YTD. Expenses for the month are up due to administration; solid waste, and road work, however, expenses for the year are down due to capital variability in monthly expenses.
 - Town Manager's Report & Project Updates –
 - New staff members are settling in and adjusting well, all departments are fully staffed at this time.
 - The town office will be closed for Patriot's Day; the town manager will be out of the office for April vacation.
 - There is a comprehensive committee meeting this week, interested in creating public outreach, Heritage Days may be an opportunity.
 - Readfield corner sidewalk and safety planning to issue RFP for construction and design work. Dig safe complete at South Road and Kents Hill, installation in the next couple of weeks.
 - 5 streetlights in town have been installed by affinity lighting, CMP to begin billing for electricity of the 15-watt streetlights. There are another five streetlights planned in the budget for next year.
 - The sprinkler system project for the fire department is awaiting word from the Fire Marshall to move forward.

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- RFPs for winter maintenance in the 2022-2023 season have gone out with 4 companies initially showing up but none submitting a bid.
- Street sweeping will commence the end of April.
- Matt, Ben, and Steve have been doing a great job cleaning and maintaining town buildings.
- Electronic payments at the transfer station are fully operational. Projects are lined up for the transfer station; the brown building will be getting a remodel, repairing of damage to the hoppers and bins, a new railing and gate system will be installed. Underground electrical is being run to the booth, the swap and shop will soon be reopened. Also, installing full area lighting to the e waste container, white goods, and brush pile, special thanks to Karen Peterson.

Carol asked about speed signs at Kents Hill for the school and Church, Eric responded that there are centerline crosswalk signs placed to help slow people down.

Ralph mentioned three items for discussion, he is hopeful that in addition to the comprehensive planning board outreach that the group will send out a survey for representative sampling of what residents want. He also suggested the town look for legislative support for the fire department sprinkler system, as he is concerned the project is not being expedited. Thirdly, Ralph asked if the transfer station's new credit/debit card system is costing the town any money with fees, to which Eric responded that the users pay the merchant fee in their payment.

Kathryn clarified the reopening date of the Swap and Shop as May 1st; Sean asked where the parking will be for shoppers, which was answered that it will be at the end of the building as it was before it closed. Eric made a note to advertise and educate residents where to park and walk safely when visiting the Swap and Shop, as well as what can be donated.

- **Boards, Committees, Commissions & Departments – 5 mins**

No Comments

- **Board and Committee Minutes (see reverse for full listing)**

- **Public Communication – Members of the public may address the Select Board – 5 mins**

Bob Bittar – report of construction at intersections, several designs, Bob would like to see any plans near the Fire Department or Parking, Eric and Kathryn responded that there will be no impact to Bob's nearby properties and the Warrant for the planning board is on the roster for approval at tonight's select board meeting.

Appointments, Reappointments, & Resignations – 5 mins

- **22-116** – Consider the appointment of a slate of Ballot and Election Clerks for the June Town Meeting
 - Ralph **motioned** to approve, Kathryn **seconded**, **vote 5-0** in favor
 - Elections will continue to be held at Kents Hill School
- **22-117** – Consider the appointment of Robin Lint as Warden/Moderator for the June Town Meeting
 - Sean **motioned** to approve, Carol **seconded**, **vote 5-0** in favor
- **22-118** – Consider the appointment of Lee Livingston to the Cemetery Committee
 - Sean **motioned** to approve, Ralph **seconded**, **vote 5-0** in favor

Dennis waived Lee Livingston not being present since the appointment ends in June (2.5 months), all in favor.

Old Business (60 mins)

- **22-101** – Consider pending real estate foreclosures – 10 mins

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Foreclosure no longer pending, Eric reached out to the former owner to maintain and reclaim the home during the 30-day redemption period. The former owner received a private offer and after complication, enlisted the towns help. Eric recommended the property be marketed and sold by Les Priest (realtor). The town will consider an easement or conservation commission to find value and pursue easement, so former owner makes a fair price from the property. The town could consider helping that cost to make the former owner whole. Eric recommends the right of refusal to first offer of purchase to get the most money back to the former owner, fair market price.

Dennis agreed with Eric's statements, Ralph agreed and asked how a fair market value will be assessed without an appraisal. Eric responded that Les Priest would use comparable sales in the area. Kathryn mentioned that the property does not have sewer disposal, the property is land with a cabin and outhouse, no electric or septic installed, so no appraisal necessary.

The person interested in purchasing the property is a neighbor, not an abutter, with access through to the lot through deeded lot 118-016.

- **Motion** made by Kathryn, **seconded** by Ralph, **5-0 vote** in favor of Town Manager's direction
- **22-062** – Hear an update and consider the next steps for the Fairgrounds Community Park and Conservation Project status – 10 mins

Hannah Flannery attended with updates to the fairgrounds project; Abutters meeting held with good participation in person and via Zoom, discussed the cost of the project, voting will be in June, Eric updated the website with educational information for residents, completed application for Alford Grant, awaiting updated estimate from Mainland, IRT through National Guard is in work, gathering more information.

Eric added to Hannah's presentation that the Rec tab on the website has been updated with Fairgrounds information. He also mentioned that without any funding, the worst-case scenario financially for the Fairgrounds project will cost about \$20/year for the average taxpayer, for 20 years. Hannah said that Rec has been moving forward with the second working group Tuesday to review the plan on Friday, consultant plan will be out on Friday, then move to Engineer, once 70% of working plan complete, there will be an accurate cost estimate. The project will be in a good place to move forward within the next couple of weeks.

Sean thanked everyone involved in the Fairground project, he loves the name, appreciates the end goal compromises. Sean also stated that Bruce Hunter, while discussing the projects future, suggested the idea of creating a guiding document to changes and work that is in place for next year. Carol asked if the current layout is final, and where the basketball court will be placed. Eric replied that no, there is an updated name and the adjustments to the layout (and basketball court) will be presented Friday. Carol raised concern that the current layout doesn't seem symbiotic due to the courts and fields being far away from each other and Kathryn responded that there will be paths and trails to direct pedestrian traffic.

- **21-068** – Hear an update and consider next steps for broadband internet – 10 mins

Eric reported that the broadband project is in its negotiations/contracting phase. Axiom is working on draft contracts for baselines and terms and conditions. Meeting is scheduled for next Monday or Tuesday to move forward with discussions. Interest from other towns is growing in Axiom fiber optics, Wayne, Leeds, Vienna, Mt Vernon, all showing interest. Regional effort in contract negotiations within the month. Kathryn mentioned she is working on promotion materials and should be live in 2 weeks. Dennis brought up the importance to educate and inform the public as much as possible and reminded residents to go to the website to know the truth.

- **22-110** – Consider a final draft Town Meeting Warrant – 30 mins
 - **Articles 1-6:** Administrative, Article 2, the return of nomination papers, Article 4 needs the date edited. Kathryn **motion** to approve Warrant Articles 1-6 as amended, **seconded** by Sean, **5-0 vote** in favor
 - **Articles 7-9:** Budget, Kathryn **motion** to approve, **seconded** by Sean, **5-0 vote** in favor

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- **Article 10:** Broadband, Kathryn mentioned changes made, no adjectives per legal counsel, Kathryn **motion** to approve as amended, **seconded** by Sean, **5-0 vote** in favor
- **Article 11:** Budget, Kathryn **motion** to approve, **seconded** by Sean, **5-0 vote** in favor
- **Article 12 & 13:** Fairgrounds, Kathryn **motion** to approve, **seconded** by Sean, **5-0 vote** in favor, includes amended concept plan
- **Article 14-21:** Departmental budget, Kathryn **motion** to approve, **seconded** by Sean, **5-0 vote** in favor
- **Article 22:** Tax relief, Kathryn **motion** to approve, **seconded** by Sean, **5-0 vote** in favor
- **Article 23-30:** Third party allocation, Kathryn **motion** to approve, **seconded** by Sean, **5-0 vote** in favor
- **Article 31 & 32:** Departmental budget, Kathryn **motion** to approve, **seconded** by Sean, **5-0 vote** in favor
- **Article 33-37:** Departmental budget, Kathryn requests removal of period/space before comma, Kathryn **motion** to approve, **seconded** by Sean, **5-0 vote** in favor, as amended
- **Article 38:** LED lights – does not require a vote, Eric clarified there is no dollar value, the streetlights show up under community spending in budget. Kathryn **motion** to approve, **seconded** by Sean, **5-0 vote** in favor
- **Article 39:** LUO, due diligence done by Planning Board, Kathryn **motion** to approve, **seconded** by Sean, **5-0 vote** in favor.
- **Article 40:** Board of Appeals, Kathryn **motion** to approve, **seconded** by Sean, **5-0 vote** in favor

Kathryn thanked the Budget & Planning Committee/Board, Eric, Teresa, the Town office staff, for a streamlined process that was easy to work through. Eric stated that the Budget Committee is reviewing this week; the school budget is 7.8% increase which breaks down to about \$50/year more than 2019 pre Covid-19 pandemic taxes. This increase in taxes may be offset by lower internet costs. Carol asked if teacher negotiations are complete, and Eric replied that they are not yet.

New Business (20 mins)

- **22-119** – Discuss the upcoming Heritage Days celebration in August – 10 mins

Heritage days will be August 12 & 13 in 2022, seeking residents interested in planning, help with and to fundraise for event. Spirit of America awards will be given out at Heritage Days, vendor/maker/volunteer information will be available soon, updates can be found on the Heritage Days Facebook page. Sean added that the event will be a good opportunity to learn about people and events in our community, and Dennis encouraged the residents to join the fun of Heritage days whether to help or enjoy. Carol asked if the vendors are local Dennis responded that they are and as well come from nearby communities, the makers market is typically held at the Readfield Beach and has had metal smiths, painters, glassblowers and more in the past.

- **22-120** – Consider approval of welding and concrete repair work at the transfer station – 5 mins

Eric requested that the process for expenditures be changed to reflect anything costing over 5 thousand dollars require multiple quotes and anything over 10 thousand to require RFP process, Eric is asking to waive the process (suspending purchase policy) for this project so the town can hire Mark Newcomb (at \$7400) and authorize the current repair (\$2890) to move forward with funds from the operating budget.

Sean asked if the new railings at the transfer station will meet OSHA standards, Eric responded that yes, the railings will meet OSHA standards, but if residents have difficulty getting items over the railings, an attendant will be there to open the gates and help the residents dispose of their items. Carol suggested a sign be posted for residents to ask attendant for assistance, where needed. Kathryn suggested it could be time for the town to update the purchasing policy, Sean agreed, Dennis agreed it is a good topic but for another meeting. Kathryn

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motion to approve vendors and their estimates as provided to complete the welding and concrete work at the transfer station, **seconded** by Sean, **5-0 vote** in favor

- **22-121** – Schedule Select Board Meeting through July 2022 – 5 mins

The following meeting dates will all take place at 6:30pm:

April 25th, 2022 – Select Board meeting

May 16th – Select Board meeting

May 9th – Candidates Night with Dog Stevenson as facilitator

June 2nd – Public Hearing

June 13th – Select Board meeting

June 27th – Select Board Meeting

July 18th – Select Board meeting

August schedule pending until after elections

Other Business, Upcoming Meetings, Future Agenda Items (5 mins)

- Eric requested the Board to formally recognize Jerry Bley for his accomplishment in winning an award for his conservation efforts in Readfield.
- Eric also requested the Board approve supplemental information in packet regarding funding for Fairgrounds design additional consulting work, an extension on the original budget by 5 thousand dollars for the engineer Rick to use if needed. Sean asked if that would include planning permitting too and Eric replied that it will. Kathryn **motion** to approve, **seconded** by Sean, **5-0 vote** in favor to increase the budget from \$13,700 to \$18,700.

Motion made by Sean to adjourn the meeting, **seconded** by Kathryn, **Vote 5-0** in favor.

Meeting adjourned at approximately 8:20 pm

Minutes submitted by Anjelica Pittman, Board Secretary