

Readfield Select Board
Regular Meeting Minutes – Monday, November 14, 2022 – *Approved*

Select Board Members Present: Dennis Price, Kathryn Woodsum, Sean Keegan, Steve DeAngelis, Carol Doorenbos

Excused Absent:

Others Attending: Eric Dyer (Town Manager), Anjelica Pittman (Board Secretary), Karen Peterson (Transfer Station Manager) Ryan Meserve, Ralph Eno, Greg Durgin, George & Erica O’Connor, John & June Cotnoir, Andy Walsh, Paula Clark

Pledge of Allegiance

Regular Meeting Items - 5 min.

- 23-047 – Minutes: Select Board meeting minutes of October 17, 2022
 - Kathryn **motioned** to approve, Steve **seconded**, **5-0 vote** in favor
- 23-048 – Warrants: #17-20
 - Warrant #17 & 18 – Kathryn **motioned** to approve, Sean **seconded**, **5-0 vote** in favor
 - Warrant #19 & 20 - Kathryn **motioned** to approve, Sean **seconded**, **5-0 vote** in favor

Communications - 25 min.

- Select Board Communications – 5 min.
 - Carol stated the Veterans Day ceremony held November 11, 2022 was a wonderful ceremony; Dennis did a great job organizing, and thanked participants.
 - Carol asked the Town Manager about the breakdown of costs and payment for the ACO position, and had concerns about position changeover. Eric responded that the ACO stipend budget covers payments made to the shelter, ACO time and mileage. Eric also explained that previous turnover was due to the ACO position being held by Town Staff. The contract changed to an independent position to minimize staff overtime pay. Any changes to the ACO stipend can be discussed at the Budget Meeting.
 - Sean reported a great turnout for Halloween Spooktacular including the Trunk or Treat, Movie Night and Pumpkins-a-Glow, 280 kids came through, and he also mentioned homes on Main Street were festive and the street was full of children trick or treating.
 - Kathryn made a **motion** to request the Select Board use the Select Board account line for \$390 in the budget to go towards gifting Town Staff with Christmas gift baskets, **seconded** by Sean, **vote in favor 5-0.**

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- Dennis welcomed some members from the Maranacook High School Golf Team and their coach Ryan. Ryan explained that the Maranacook Golf Team has 14 teammates, they play at the Augusta Golf Club, and he stated this year's team is one of the best he has ever coached. The kids work really well as a team, are very supportive of each other and they won the State tournament this year.
- Staff Reports – 5 min.
 - Town Manager Report
 - Treasurers Report – October
- Boards, Committees, Commissions & Departments
 - Board & Committee minutes (listed separately)
 - Dennis thanked the Boards for sending in their minutes
- Public Communication – Members of the public may address the Select Board – 5 min.
 - Ralph Eno presented information regarding the Maranacook Food Pantry at the Middle School which serves all towns in the RSU district; about 20 families frequent the pantry. The pantry also provides deliveries to those who cannot get transportation to the pantry, and a local farmer provides fresh produce. RSU 38 provides the building, thank you notes and administration. Ralph is trying to get on the June 2023 warrant by gathering signatures for a petition to get a \$1000/year annual allowance/donation from the town to help cover operational costs as the pantry is currently entirely voluntarily run and managed. He is asking for endorsement from both the Select Board and Budget Committee. If the petition becomes a warrant and the warrant passes, administrators for the pantry can reach out to other nearby towns for additional assistance. Kathryn and Ralph discussed that he will need a total of 157 signatures to meet the 10% threshold to become a warrant article. Eric also commented that he has had three General Assistance requests just in the prior week but food was not an issue due to the Food Pantry assistance.
 - Greg Durgin questioned a letter published in the Community Advertiser by the Select Board August 13, 2022 wherein Dennis wrote an article to address some resident's misinformed communications within the Advertiser. Greg was concerned that the letter was directed at him and articles he had written for the Advertiser prior to the Select Board article. Dennis responded to Greg that the Select Board was attempting to be heard and be transparent and informative and that the letter was not intentionally written to single out Greg or directed at him specifically. The

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Board's goal with their article was to ensure information going into the Advertiser is factual and that their perspective was also published.

- Greg also noted that the Library has computers for residents to use to complete the Comprehensive Plan Survey if they do not have access to a computer or internet otherwise.

Appointments, Reappointments, and Resignations 5 min.

- 23-049 – Consider the appointment of Christine Sammons to the Budget Committee
 - Kathryn **motioned** to approve the appointment beginning November 14, 2022 through June 30, 2024, Sean **seconded, 5-0 vote** in favor
- 23-050 – Consider the appointment of George O'Connor as an alternate member of the Planning Board
 - Kathryn **motioned** to approve the appointment beginning November 14, 2022 through June 30, 2026, Sean **seconded, 5-0 vote** in favor

Old Business 5 min.

- 23-043 – Discuss and develop Select Board budget goals – 15 min.
 - **Motion** made by Sean to extend the meeting another 30 minutes, **seconded** by Steve, **vote 5-0** in favor
 - Sean suggested a goal of increasing revenue streams for the town beach with vendors, space reconstruction, equipment, etc.
 - Dennis' goal suggestion is to put on the warrant a question asking to fund recreation and conservation through private funding and grants, he would also like to see ADA compliant pathway to improve beach access to residents with disabilities.
 - Carol would like to consider a mileage stipend for the ACO, but would prefer not to spend any more than is needed in general.
 - Kathryn's goal ideas are to fund all need and necessary expenses to maintain our Town and programs. Secondly, consider reducing, or postponing, wanted future projects not yet in progress. Thirdly, fund the Fairgrounds Project through grants, fundraising, ARPA and some tax funds if needed. Kathryn also suggested that rather than a flat budget, the town spend revenue coming in, or a specific dollar amount. That what we spend as a town is based off of only what has been proposed for revenue.

New Business - 45 min.

- 23-051 – Consider a Liquor License for the Weathervane Restaurant – 10 min.
 - Sean **motioned** to waive a Public Hearing, Kathryn **seconded, 5-0 vote** in favor

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- Sean **motioned** to approve the Weathervane Liquor License from December 15, 2022 through December 14, 2023, **seconded** by Steve, **vote 5-0** in favor
- 23-052 – Consider management recommendations for grassland areas at the Fairgrounds – 5 min.
 - Andy Walsh from the Conservation Commission attended to discuss the grassland management in town. As for the fields at the Fairgrounds specifically, the Commission would like to manage the fields for their conservation value, specifically the pollinators and Monarch Butterflies. Andy suggested not mowing during the summer (May 1st to October 1st), but waiting until after October 1st each year after the Milkweed and Goldenrod have gone to seed. In regards to woody vegetation that may grow back if mowing is, the suggestion is to mow one half of the field one year and the other half the next, and readjust that schedule as necessary depending on the reevaluation. The Commission is open to having a conversation with Matt Seems who does the mowing to discuss a plan. As these suggestions are still in draft form, and not much in the draft changes what is already in place, Kathryn suggested possibly having a workshop in December with the Conservation Commission, someone from Trails and Matt Seems to work together and accomplish everyone’s goals and piece are the different places in town in one place.
 - Andy also suggested adding something informational to the Kiosk to explain why the mowing is done the way it is to educate the public.
 - Eric said that the Town has been able to implement this plan effectively over the past three years, he likes the idea of having it be more universally applicable, and he agrees that it is a good management plan.
- 23-053 – Hold a follow-up discussion with Chairperson Clark on Planning Board remote meeting participation – 10 min.
 - Paula Clark responded to questions/concerns from Carol at the previous Select Board meeting pertaining to the Planning Board’s remote and in person meeting. Paula discussed with Planning Board members the reasons behind whether they meet in person or remotely, some reasons members gave were that they had a general discomfort with meeting in large groups; some members have immunocompromised relatives, some have their own personal health concerns. Remote participation also aids in flexibility with members schedule to meet the quorum for Planning Board meetings, which also minimizes absences. Some members travel for work or have spouses who travel which makes meeting in person more difficult due to childcare or being out of town altogether. The board as whole did not feel as though meeting remotely negatively

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affected their ability to conduct meetings, especially since meeting agendas and materials are emailed to each member in advance of each meeting by the CEO.

- Sean thanked Paula for thoughtfully providing feedback, Steve commented that the Planning Board requires a certain level of expertise and he trusts that they accomplish their work effectively for the Board. Kathryn felt the Planning Board was singled out unfairly as the Remote Meeting Policy has been upheld and followed properly by the Board. Kathryn called for a **motion** that the Select Board offer appreciation for the Planning Board in performing their work, Sean **seconded vote 4-1** in favor.
- Kathryn **motioned** to extend the meeting for 15 minutes, **seconded** by Steve, **vote 5-0** in favor
- 23-054 – Consider a revised Transfer Station Fee Schedule – 5 min.
 - The revised proposal for Transfer Station fees saw some increases due to vendor increases. Bulbs and paint recycling are free because they do not cost the town anything to recycle. Smoke detectors do cost \$10 to recycle, but to encourage residents to recycle them (due to their mercury content), the fee schedule will still offer smoke detectors be turned in to the Transfer Station for free. Fees on items outside of household trash are based on the cost of disposal by the companies that haul those items away; there is no profit margin for the Transfer Station. As for the proposal, some small typos will be corrected and sent to Eric.
 - Propane fees have been increasing every couple of weeks from the vendor, the Transfer Station does broker those out through Maine Resource Recovery Association (MRRA), so an increase for propane will also be necessary.
 - Kathryn **motioned** to approve the Transfer Station fee schedule as presented providing that clerical edits will be made, **seconded** by Carol, **vote 5-0** in favor.
- 23-055 – Consider a plan for auditor recommended revisions to our capital reserve accounting – 5 min.
 - Audit was presented several months ago, concerns around how reserve accounts were tracked, Eric and Teresa have since met with the auditors to look at those accounts more analytically and track accounts through Trio rather than through excel including creating special accounts for special revenues and reserves. The town is looking to do a policy change that prohibits excess money at the end of the year being put into reserve account. The new process will more specifically control money going into accounts and money going out by giving written descriptions of what each reserve account is and its purpose to better assist the Board in tracking

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those transactions. It is being proposed that a restructure/adjustment of accounts be done to meet auditing standards and implement in January or February of 2023.

- Kathryn also mentioned that the Transfer Station will be made a separate entity outside of the Readfield budget in Trio.

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

Motion to adjourn made by Steve at 8:50PM **seconded** by Sean, **vote 5-0** in favor

Adjournment

Minutes submitted by Anjelica Pittman, Board Secretary