

**Readfield Select Board**  
**Regular Meeting Minutes January 13, 2014**

**Select Board members present:** Valarie Pomerleau, Sue Reay, Greg Durgin, Allen Curtis, Larry Dunn  
**Others attending:** Kristie Hutchinson (PEG TV), Stefan Pakulski (Town Manager), Pamela Osborn, Grace Keene, Debora Doten, Peter Davis, Tom Dunham, Lenny Reay, Sandra Rourke and William Bayreuther.

The meeting was called to order at 6:34 pm by Sue Reay, Chair. The Pledge of Allegiance was made.

**(1) Minutes:**

- **Motion** by Ms. Pomerleau to reopen the vote on the minutes of 12/16/2013, **second** by Mr. Curtis; **vote** 5-0-0. **Motion** by Mr. Durgin to correct the times on the minutes of 12/16/2013 as submitted by Mrs. Reay, **second** by Ms. Pomerleau; **vote** 5-0-0.
- **Motion** by Mr. Curtis to reopen the vote on the minutes of 12/23/2013, **second** by Ms. Pomerleau; **vote** 5-0-0. **Motion** by Mr. Curtis to correct the minutes of 12/23/2013 to read 'contract negotiations' as the reason for entering executive session, **second** by Ms. Pomerleau; **vote** 5-0-0.
- **Motion** by Mr. Dunn to accept the minutes of 12/30/2013 as amended, **second** by Ms. Pomerleau; **vote** 3-0-2 (Reay, Durgin abstain due to absence).
- **Motion** by Ms. Pomerleau to accept the minutes of 01/07/2014 as amended, **second** by Mr. Durgin; **vote** 5-0-0.

**(2) Warrant:** The warrant was reviewed by Ms. Pomerleau. **Motion** by Ms. Pomerleau to accept warrant #16 in the amount of \$44,841.86, **second** Mr. Durgin; **vote** 5-0-0.

**(3) Select Board communications and goals update:** Mrs. Reay gave an update and a reminder on several upcoming meetings. She made a statement to help clarify the budget process and encouraged everyone to attend budget committee meetings.

- Mr. Curtis asked about the status of the road project breakdown analysis.

**Motion** by Mr. Durgin to have a spreadsheet available for the summer roads project by the 01/27/2014 meeting, **second** by Mr. Curtis; **vote** 4-1-0 (Mr. Dunn opposed).

- Ms. Pomerleau is working on information about photocopy fees.

**Motion** by Mrs. Reay for Teresa Shaw to be paid an extra \$200 for filling in for the Town Manager while he was on vacation, **second** Mr. Durgin; **vote** 4-1-0 (Mr. Curtis opposed).

- There was a discussion about the recent ice storm expenses.

**Motion** by Mr. Curtis to transfer funds from accounts they were paid from to the emergency fund and bills are to be paid out of this emergency fund, **second** Mrs. Reay; *discussion* – the Town Manager said the combined amount is approximately \$9,900. **Vote** 5-0-0.

- Mrs. Reay noted the upcoming appropriations committee hearings regarding cuts to revenue sharing. Ms. Pomerleau encouraged the public to express their opinions with their representatives. Mr. Durgin noted school aid from the state has been cut as well.
- The RSU budget meeting updates from Mr. Durgin and Superintendent Wolfrom were briefly discussed.
- Mr. Curtis asked about follow up on the possible code enforcement violations he asked about 2 meetings ago. Mr. Pakulski said he has not directed the CEO to do anything with this, but Mr. Buuck is aware of these matters. Mr. Pakulski will follow up with Mr. Buuck.
- Ms. Pomerleau asked questions about employee overtime. Mr. Pakulski said employees only work overtime when he has authorized them to do so and overtime is budgeted for.

**(4) Town Manager:** Mr. Pakulski reviewed his written report that was included in the board packet and offered to answer any questions. Mr. Curtis said he would like to review any IT proposals that have been received. Mr. Pakulski said 6 responses were received with a range of \$50-\$150 per hour.

- Mrs. Reay gave a reminder that updated employee job descriptions are needed for review by the board at the 02/10/2014 meeting. This will be a first reading.

- Mrs. Reay made a statement that the sand provided at the transfer station is only available to residents on days the transfer station is open and residents are not permitted to enter the sand and salt shed; it is for authorized personnel only. Ms. Pomerleau said she appreciates sand being available over the gate when the transfer station is closed. Lenny Reay said at 7:45 am on Saturday cars were lined up to get into the transfer station, not only to dump trash but to get sand, but it was closed. Mrs. Reay addressed Lenny and said she defended the town decision to close the transfer station that day and the public should have stayed home. Mr. Dunn, Mr. Durgin and Mr. Curtis all agreed with Mrs. Reay that the town made the right decision. Lenny Reay said he is paying for a service, and there should have been sand available for the Taxpayers of Readfield.

**(5) Boards, Committees, Commissions & Departments:** The Cemetery Committee update was provided in Mrs. Reay's notes; Pete Davis said Road Committee updates were covered in the Town Manager's report.

**(6) Maranacook Lake Outlet Dam agreement update:** **Motion** by Mr. Curtis to readdress the Maranacook Lake Outlet Dam agreement and to reconsider for signatures of the board, **second** Ms. Pomerleau; **vote** 5-0-0. **Motion** by Mrs. Reay to accept the Maranacook Lake Outlet Dam agreement with one correction, page 3, item e – 'share' not 'sheet', **second** Mr. Durgin; **vote** 5-0-0. The board signed the clean copy.

**(7) Town Manager Roles & Responsibilities update – final reading:** There was a discussion about the staff hiring process. Grammatical corrections were noted.

**Motion** by Mr. Durgin to accept the Town Manager Roles & Responsibilities final reading tonight, contingent on grammatical corrections, with clean copy for signature at the next meeting, **second** Ms. Pomerleau; **vote** 5-0-0.

**(8) Select Board Roles & Responsibilities Appendix A:** The document was reviewed and changes noted.

**(9) FOAA policy updates – 2<sup>nd</sup> reading:** The policy was reviewed and discussed. There will be a final reading at the next meeting.

**(10) Town Manager Job Description:** The job description was reviewed and changes were noted.

**(11) Legal services review:** There was a discussion about the directive given to the Town Manager at the last meeting.

**Motion** by Mr. Dunn to reconsider the motion of the previous meeting in regard to the legal services directive to the Town Manager, **second** Mr. Curtis; **vote** 5-0-0.

**Motion** by Mr. Curtis to direct the Town Manager to create an RFP for Select Board review in regard to legal services for the Town of Readfield, **second** Mr. Durgin; *discussion* – Mr. Dunn made an amendment to the motion to set a date to present to the Board on 02/10/2014, **second** Mr. Durgin; **vote** on amended motion 5-0-0, original motion **vote** 5-0-0.

**(12) Other:**

- Lenny Reay said when taxpayers go to town meeting they would like to separate certain items out of warrant articles. Mrs. Reay said if residents want changes they need to attend budget meetings.
- There was a discussion about the naming policy. A second reading will be held on 01/27/2014.

**(13) Public Communications:** Mrs. Reay read the policy.

- Bill Bayreuther spoke in support of the Town Manager's contract renewal.
- Tom Dunham asked why town employees have filed to unionize. He also asked about a written account of the road commissioner duties.
- Deb Doten expressed concern about the burden placed on local government in regard to state funding cuts. She also spoke in support of the Town Manager and read a listing of positive feedback she received in regard to Mr. Pakulski.
- Lenny Reay asked Mr. Durgin if he would like to handle his previous question in-house. Mr. Durgin said it is a personnel matter and the town attorney suggested that was the way the board should respond.
- Deb Doten said she is also interested in the employees' interest in forming a union. She referenced the KJ article.
- Tom Dunham said he agreed with Lenny Reay on the sand issue on Saturday.

- Bill Bayreuther said he also wanted sand on Saturday and asked the Town Manager why the transfer station was not opened. Mr. Pakulski said the site was unsafe, roads were unsafe, one employee could not make it to work and the other employee said it was too dangerous to open.
- Pete Davis thanked Lenny Reay for sanding the Adell Rd. He said he needed sand too, but he got it on Friday.
- Lenny Reay reiterated his opinion on the transfer station not opening on Saturday.

**(14) Town Manager contract negotiations: Motion** by Mrs. Reay to enter into executive session pursuant to Title 1 MRSA Sec. 405(6)A to continue negotiations of the Town Manager's new contract, **second** Mr. Durgin; **vote** 5-0-0.

The board entered into executive session at 8:52 pm.

Recorded by Deborah Nichols

The board exited executive session and adjourned at 10 pm; no votes were taken.

Recorded by Stefan Pakulski