

**Readfield Select Board
Regular Meeting Minutes February 24, 2014**

Select Board members present: Valarie Pomerleau, Sue Reay, Greg Durgin, Allen Curtis and Larry Dunn.
Others attending: Shannon Gould (PEG TV), Teresa Shaw (Acting Town Manager), Pete Davis, Travis Frautten, Tom Dunham, Clifford Buuck, Stacey Shaw, Christopher Shaw, Lorraine Wagner and Sharon Dunn.

The meeting was called to order at 6:37 pm by Sue Reay, Chair. The Pledge of Allegiance was made.

(1) Minutes: **Motion** by Ms. Pomerleau, **second** by Mr. Durgin, to approve the minutes of 02/10/2014 as amended; **vote** 5-0-0.

Motion by Mr. Durgin to reopen the minutes of 02/03/2014 for the purpose of entering two names, **second** by Ms. Pomerleau; **vote** 4-0-1 (Mrs. Reay abstained due to absence).

Mr. Durgin requested adding 'Mr. Mark Birtwell and Mr. Seth McGee joined the board for a portion of the executive session' after the board entered executive session at 6:32 pm.

Motion by Mr. Curtis to approve the minutes of 02/03/2014 as amended, **second** by Mr. Durgin; **vote** 4-0-1 (Mrs. Reay abstained).

(2) Warrant: The warrant was reviewed by Ms. Pomerleau. **Motion** by Mr. Durgin to approve warrant #19 in the amount of \$41,713.77, **second** Mr. Curtis; **vote** 5-0-0.

(6) (Out of order) Readfield Enterprise Fund (REF) Committee – Travis Frautten: There was a question and answer period.

Motion by Mr. Durgin to appoint Travis Frautten to the REF Committee starting 02/24/2014, **second** Mr. Curtis; **vote** 5-0-0.

(3) Select Board communications:

- Peter Davis volunteered to serve on the non-disaster policy committee.
- Mrs. Reay gave a reminder of upcoming meetings.
- Mr. Curtis would like to attend the MMA technology conference on 05/01/2014. The board gave unanimous consent.
- Mr. Curtis met with Peter Davis, Road Committee Chair. They will meet together some time after 03/14/2014 to review the road reconstruction project.
- Ms. Pomerleau suggested moving the staff table during board meetings in order for it to be seen on TV. The board was in agreement.

(8) (Out of order) Land Use Violation/Proposed Consent Agreement – Clif Buuck: CEO Clif Buuck referenced the draft consent agreement and supporting documents included in the packet. He explained the violation, which was the construction of an apartment over a garage without the appropriate permits. The size of the lot was discussed. Three different options were discussed. Stacey Shaw said she believed all the necessary permits were in place. Chris Shaw said an apartment has been in existence over the garage for ten years. Mr. Shaw said they own the abutting back lot and are willing to combine both lots to make the entire lot four acres. This will bring the lot into compliance. There was a question and answer period.

Motion by Mrs. Reay to accept the land use consent agreement with Stacey Shaw, removing items #7 and #11 and inserting a paragraph that addresses adding on the two-acre abutting lot to combine it into a four-acre lot and to authorize the town manager to sign it, **second** Mr. Curtis; **vote** 5-0-0.

(4) Town Manager:

- Mr. Curtis submitted two draft job descriptions for volunteer website and *Messenger* help to serve as clarity for the town manager. Mrs. Reay requested feedback from employees as referenced in the town manager tasks no later than 03/10/2014.
- **Motion** by Mrs. Reay to close the town office for the employees to attend a verbal judo training session, **second** Mr. Durgin; **vote** 2-3-0; motion failed. **Motion** by Mrs. Reay to have the town office open from 5-6 pm on 04/02/2014 so that all employees can attend a verbal judo training session during the day,

second Mr. Durgin; **vote** 5-0-0. Ms. Pomerleau commented it is important to sign up soon as the class fills fast. She will attend, as well.

- Mrs. Shaw made note of the REF article that will need to be included on the town meeting warrant.
- Mr. Curtis will attend the legal services RFP bid opening.
- The bidder for the cemetery mowing RFP has withdrawn his bid. Lorraine Wagner said the bidder told her it was because he was moving out of state.
- A written legal log is due to be completed by the town manager no later than 02/28/2014.

(5) Boards, Committees, Commissions & Departments: No discussion.

(7) Public Works data & analysis – Val Pomerleau: Ms. Pomerleau said people have been requesting information since 2011. She also said Mr. Birtwell and Mr. Moultrie were paid with grant money to create an inventory when public works was closed so it should be easy to pull this information up. Mrs. Reay said once and for all this needs to be closed out and the only way to do this is with a committee. Mr. Durgin said that horse is dead and he is not sure a committee is the wisest way to go, and the town would be doing this for a vocal minority only. Mr. Dunn strongly opposed creating any type of committee as it will cost employee time and will only further divide the town. Ms. Pomerleau said there should not be a cost because it should already have been done. Mr. Curtis said he was originally against a committee but now believes in the need to eliminate this situation but with a caveat that once a document is created, it is done. Mr. Dunn said that is not possible. Tom Dunham commented people are entitled to organized information and he volunteered to help. Mrs. Reay said she represents 2,600 residents and she works for each and every one of them. Lorraine Wagner said she wants to see what the actual costs were. Sharon Dunn said it is time to bury this topic.

Motion by Mr. Curtis for the board to create an ad hoc committee to review all appropriate information in regard to the town public works department creation, operation and dissolution, and report this information to the select board, **second** Ms. Pomerleau; there was a discussion. Lorraine Wagner suggested using Larry Perkin's FOAA request as a basis for building the necessary information. Sharon Dunn said she wants a dollar-for-dollar account of what is going to be spent to do this because all taxpayers have a right to know. Pete Davis agreed with Sharon Dunn. He would like a dollar amount, employee amount and also the contractor cost versus what the public works department cost. Mr. Durgin called for a vote.

Vote 3-2-0 (Mr. Durgin, Mr. Dunn opposed). Mr. Durgin suggested the board members that voted in favor create a directive for the committee.

(9) Budget process update: Mr. Dunn attended the recent meeting and will provide a report at a later date. Teresa Shaw gave a rundown of what will be discussed at the upcoming meeting.

(10) Road Commissioner duties: Discussion **tabled** until 03/10/2014.

(11) Spirit of America nominations: Mr. Durgin said one resident has suggested a nomination but has asked about confidentiality. There was a discussion. It was noted 04/15/2014 is the deadline for nominations.

(12) Other: Mrs. Reay gave a reminder about openings on boards, committees and commissions.

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

- Sharon Dunn thanked the town employees. Mr. Durgin thanked Shannon Dunn and Kristie Hutchinson as well.

The meeting was adjourned at 8:30 pm.