

**Readfield Select Board
Regular Meeting
Agenda**

April 7, 2014

**Location: Town Office
Meeting Starts: 6:30 PM**

Pledge of Allegiance

1. **Minutes:** Select Board meeting minutes of March 24, 2014
2. **Warrant: 22** – 5 minutes

Communications – 30 minutes

3. Select Board communications
4. Town Manager
5. Boards, Committees, Commissions & Departments

Appointments/Reappointments – 10 minutes

6. Peter Barengo, for CWD representative
Shelly Gernstein, for CWD representative, Maranacook Lake Outlet Dam
Committee alternate member, and Readfield Enterprise Fund Committee member
Resignation: Lee Hepfner from Library Trustees

Unfinished Business:

7. Lien foreclosures update – 5 minutes
8. Legal services RFP responses – 10 minutes
9. Security camera systems review – 10 minutes
10. Ad hoc Public Works Committee directives – 10 minutes

New Business:

11. Audit review: Chris Backman, RHR Smith – 10 minutes
12. Cobbossee Watershed District update: Bill Monagle – 10 minutes.
13. Heritage Days: draft referendum question – 10 minutes
14. Town Meeting Warrant Draft with Budget recommendations – 60 minutes
15. Residents' letters – 15 minutes
16. Other (if needed)

Public Communications – 15 minutes

17. Members of the public may address the Select Board on any topic.

Executive Sessions

Adjournment

Readfield Select Board
Regular Meeting Minutes March 24, 2014 - Unapproved

Select Board members present: Valarie Pomerleau, Greg Durgin and Larry Dunn.

Others attending: Shannon Gould (PEG TV), Stefan Pakulski, John Parent, Thomas Dunham, Peter Davis, Debora Doten and Milton Wright.

The meeting was called to order at 6:33 pm by Mr. Durgin. The Pledge of Allegiance was made.

(1) Minutes: Motion by Mr. Dunn, **second** by Ms. Pomerleau to approve the minutes of 03/10/2014 as amended and 03/12/2014 as presented; **vote** 3-0-0.

(2) Warrant: The warrant was reviewed by Ms. Pomerleau. **Motion** by Mr. Dunn to approve warrant #21 in the amount of \$48,791.92, **second** Mr. Durgin; **vote** 3-0-0.

(3) Select Board communications:

- Ms. Pomerleau said the board is still gathering information for the ad hoc public works committee and they are looking for volunteers.
- The proposed 04/30/2014 date and topics for the Fayette regional meeting were discussed.
- Legal RFP questions update: Stephen Langsdorf of Preti Flaherty is on vacation and has not yet responded.
- The snowplow contractor will temporarily fix road signs to make them more visible and will fix them permanently when the weather allows.
- Mr. Durgin noted a letter was received from trails committee chair Milt Wright. The board will respond at a later date.

(4) Town Manager: Mr. Pakulski noted his report which listed his activities.

Motion by Mr. Durgin for the town manager to attend the annual statewide manager interchange on 3/28/2014, **second** by Ms. Pomerleau; **vote** 3-0-0.

- Ms. Pomerleau asked about possibilities for a demolition bin cover at the transfer station in order to prevent wet materials. Mr. Pakulski said the next phase for the SWRC to consider is to look at some type of coverage over the demo area. This will be a capital expense.
- Mr. Pakulski will check to see if any of his staff can attend the verbal judo session.

(5) Boards, Committees, Commissions & Departments:

- Ms. Pomerleau asked who would decide what a synopsis of the minutes would be if they are over two pages long. Mr. Pakulski said the town clerk would decide but she would have to indicate it was a synopsis of the approved minutes.
- Foreclosures were discussed. The code officer and the town manager will be inspecting the properties prior to the next board meeting.
- Critical dates for the annual town meeting were reviewed.

Motion by Mr. Dunn to set the on-floor town meeting for 06/12/2014 at 6 pm at the Readfield Elementary School, **second** by Mr. Durgin; Mr. Dunn **amended** the motion to include the voting portion of the town meeting to open on 06/10/2014 from 8 am to 8 pm, with town meeting to reconvene on 06/12/2014 at 6 pm at the Readfield Elementary School, the amendment was **seconded** by Ms. Pomerleau; **vote** on amendment 3-0-0; **vote** on original motion 3-0-0.

- Mr. Durgin referenced the letter from the school superintendent dated 03/19/2014 in regard to a moderator for the RSU meeting. Mr. Durgin will attend the next school budget meeting on 03/26/2014.

(6): Motion by Ms. Pomerleau to appoint the listed ballot clerks for 2014 and the listed election clerks for 2014 and 2015, **second** Mr. Durgin; **vote** 3-0-0.

(7) Spirit of America Nominations: The board gave unanimous consent to have the Spirit of America awards presented at town meeting and to order the plaques.

(8) Legal services RFP: Tabled to the 04/07/2014 meeting.

(9) Weathervane liquor license renewal: **Motion** by Mr. Dunn to waive the public hearing requirement for this application, **second** Ms. Pomerleau; **vote** 3-0-0.

Motion by Mr. Durgin to approve the liquor license for the Weathervane Restaurant, **second** Ms. Pomerleau; **vote** 3-0-0.

(10) 2013 Audit review: Mr. Pakulski reported the final draft for 2013 has not been received but is expected soon. He said for the year ending 6/30/2013 the audit shows the town is still in good fiscal condition and the unassigned fund balance is about \$800,000. This is slightly higher than the year before. No problems have been cited by the auditor. When the final draft is received it will be given to the board and a meeting can be scheduled with the auditor.

(11) PSAP contract renewal – RCC: **Motion** by Ms. Pomerleau to approve the PSAP agreement for 07/01/2014 - 06/30/2015 for the amount of \$15,293, **second** Mr. Durgin; **vote** 3-0-0.

(12) Security camera proposals: The quotes were noted to be out of date. Opinions regarding appropriate funding, if necessary, were discussed. John Parent recommended the board review whether they want to fund this in the upcoming budget or to push it ahead one year. He said the budget figure from last week's meeting was much larger than expected and the town will need to find funds for it at the next budget meeting on 04/03/2014. The board was in unanimous agreement to keep the \$2,500 funding for security cameras for the time being.

(13) Budget process updates: Individual board member reports were noted. John Parent gave an update. The committee will meet again to make adjustments. Mr. Parent said the committee discussed moving an \$111,000 bond payment to next year's budget as it was initially thought the payment would be due in 2013 but it is actually due in 2014. Mr. Pakulski further explained Key Bank did not require a payment in the first year of the bond; this was unexpected, and it can now be used to offset costs if approved at town meeting. Mr. Parent said the road committee will be meeting to discuss possible projects that could be put off. The town manager did not recommend this. The reason for the budget issue is road maintenance; this was paid for with bond money in the current budget, but there will be no bond money in the new budget. Carry forward accounts can also be reduced to help make up for this discrepancy.

There was a discussion about Heritage Days. Mr. Parent said it has cost tax money for the last few years. He said Karen Dube asked the budget committee to fund \$5,000 each year but to only hold Heritage Days every other year. The budget committee is only recommending \$455, which is to pay for an outstanding bill. Mr. Parent suggested the board put the decision to vote at town meeting.

Motion by Mr. Dunn to ask the town manager to draft a ballot question asking the voters whether or not to fund Heritage Days for 2014 not to exceed \$10,000 with tax dollars, **second** by Mr. Durgin; **vote** 3-0-0.

Mr. Durgin made a request for the public to attend budget meetings and thanked Tom Dunham for attending.

(14) Other:

- Mr. Dunn is meeting with the library building committee on 03/27/2014.
- Ms. Pomerleau said she has heard the state did reimburse the school for the 2013 retirement and the legislature promised to do the same for 2014 and 2015. Mr. Durgin said the most recent information from the state indicates the school will be getting more money than what was expected.
- Mr. Pakulski said information from MMA is not that the town is getting more revenue sharing but it was not to have as much taken out.

(15) Public communications: Mr. Durgin read the policy. There were no public comments.

Executive Sessions: **Motion** by Mr. Durgin enter into executive session pursuant to Title 36 MRSA Sec. 841-2 at 8:03 pm for a poverty abatement request, and invite the town manager and applicant to attend, **second** Mr. Dunn; **vote** 3-0-0.

Recorded by Deborah Nichols

The Select Board left executive session and reconvened in open session at 8:40 PM.

Motion by Mr. Durgin, **second** by Mr. Dunn, to approve an abatement in the amount of \$1,239.04 for the tax years 2011 and 2012. **Vote:** 3 – 0.

Seeing no further business before the Board, Mr. Durgin adjourned the meeting at 8:41 PM.

Recorded by Stefan Pakulski

3. Select Board communications

Gary Quintal, Senate District 14 candidate (unenrolled), will attend to introduce himself to the Board.

The Board also should assign members to present the different Spirit of America awards at the June Town Meeting. The Town Office will assist as needed with inviting each nominee to attend Town Meeting.

Board members may present other communications items.

4. Town Manager

Town Managers' Interchange: The Town Manager attended this annual event on March 28th in Bangor. Most of the sessions were about the uses of social media (Facebook, Twitter, Linked-In and YouTube) by municipal government. Although there are many possible benefits to using social media, there were also many cautions cited. Presenters from MMA are developing a social media use policy and will provide a training session on the "Do's and Don'ts" of social media at several upcoming events, such as MMA's Technology Conference in May. An afternoon session by MMA's Geoff Herman reviewed different legislative items of interest to municipalities, noting that many actions were aimed at fixing mistakes in the previous legislative session.

Waste Management contract proposal: Waste Management's current three-year contract for hauling and tipping of mainstream household waste and demolition materials from the Transfer Station will end on June 30, 2014. The company has presented a proposal to extend the contract for another three years. The Solid Waste and Recycling Committee (SWRC) has reviewed this proposal and recommends the Select Board consider it as well. This will be brought to an upcoming Select Board meeting. Accepting the proposal would require waiving the Board's purchasing policy, but there could be reasons to consider this.

A-Copi copier maintenance contract renewal – The Town's copier maintenance contract expired on March 31, 2014 and negotiations are underway for a contract renewal. Please see the attached copy of the just expired contract. A-Copi has agreed to continue the contract terms until a new contract can be negotiated. The Town has asked for a one-year renewal with no increases in unit costs. A-Copi has verbally acknowledged this request but not yet provided a written contract. If provided, the Town Manager requests the Board's authorization to sign a one-year contract extension with no unit cost increases.

In addition to the above items, the Town Manager attended a recent Road Committee meeting, met with the Library Building Committee chair and a representative from the Bank of Maine, finalized the 2013 audit, prepared materials for a pre-hearing with the Labor Relations Board (postponed to April 23rd), kept track of foreclosures and planned inspections with the Town Clerk and CEO, attended a KVCOG economic development committee meeting, worked with the Town's IT consultant on different issues, resolved a billing issue with Waste Management, met with the Select Board chair updates and planning, and continued work on the upcoming budget and Town Meeting warrant.

A-COPI IMAGING SYSTEMS

CONTRACT INVOICE

PLEASE REMIT TO: P.O. BOX 2240 AUGUSTA, ME 04338
 P: 207-623-2674 F: 207-582-0438

Invoice Number: 93851
 Invoice Date: 04/24/2013

COPY

RECEIVED
 APR 23 2013

Bill To: Readfield, Town of
 8 Old Kents Hill Road
 Readfield, ME 04355

Customer: Readfield, Town of
 8 Old Kents Hill Road
 Readfield, ME 04355

| Account No | Payment Terms | Due Date | Invoice Total | Balance Due | |
|---|---------------|-------------|---------------|-------------|-----------------|
| 001149 | Net 10 Days | 05/04/2013 | \$ 0.00 | \$ 0.00 | |
| Contract Number | Contact | P.O. Number | Start Date | Exp. Date | Contract Amount |
| CPC1686-04 | | | 03/31/2013 | 03/30/2014 | \$ 0.00 |
| Remarks | | | | | |
| Your Maintenance Agreement is for actual usage at .0041 black per copy and .063 color per copy and is billed monthly. Thank you for continuing with A-COPI / Kinney Office Systems. | | | | | |

Summary:

| | |
|---|---------------|
| Contract base rate charge for the 03/31/2013 to 03/30/2014 billing period | \$0.00 |
| Contract overage charge for this overage period | \$0.00 ** |
| **See overage details below | \$0.00 |

Detail:

Equipment included under this contract

Toshiba/E-Studio 4520c

| Number | Serial Number | Base Adj. | Location |
|------------|---------------|-----------|---|
| 1299 | SCAL917644 | \$0.00 | Readfield, Town of 8 Old Kents Hill Road Readfield, ME 04355 |
| Meter Type | Meter Group | Covered | Rate |
| B/W | B/W | 0** | \$0.004300 ** |
| Color | Color | 0 | \$0.066000 |

Toshiba/E-Studio 520

| Number | Serial Number | Base Adj. | Location |
|------------|---------------|-----------|---|
| 1824 | CZG512120 | \$0.00 | Readfield, Town of 8 Old Kents Hill Road Readfield, ME 04355 |
| Meter Type | Meter Group | Covered | Rate |
| B/W | B/W | 0** | \$0.004300 ** |

***Overage Details**

| Meter Group | Total Copies | Covered Copies | Billable | Rate | Total |
|---------------------------------------|---------------|----------------|----------|------------|---------------|
| B/W | 0 | 0 | 0 | \$0.004300 | \$0.00 |
| Meter Type | Equip. Number | Serial Number | Begin | End | Copies |
| B/W | 1299 | SCAL917644 | | | |
| B/W | 1824 | CZG512120 | | | |
| Total Grouped Overage Charges: | | | | | \$0.00 |

Stefan Pakulski Date: 5/8/13 *Stefan Pakulski*
 Town Manager
 Town of Readfield

Ray R. Greeley Date: 4.24.13
 A-COPI Imaging Systems

| | |
|---------------------|---------------|
| Invoice SubTotal | \$0.00 |
| Tax: | \$0.00 |
| Invoice Total | \$0.00 |
| Balance Due: | \$0.00 |

PLEASE REMIT TO: P.O. BOX 2240 AUGUSTA, ME 04338 207-623-2674

5. Boards, Committees, Commissions & Departments

Trails Committee discussion: The Select Board will consider the continued memberships of Rick and Karen Barton on the Trails Committee.

Depending on any Board action, there could be future amendments to consider for the Appointment Procedures.

Road Committee update: reviewed results of Planning Board public hearing on April 1st of proposed ordinance change for road standards. The Planning Board will review again on April 15th including comments received from the Road Committee.

The Road Committee considered whether to change proposed road reconstruction and paving projects next year and whether to recommend another bond to pay for this work. The committee voted unanimously to keep the proposed projects of completing shoulder work on Wings Mills Road, Adell Road, Lakeview Drive and Thundercastle Road; surface paving on Chase Road extension and Mooer Road; and maintenance shims and overlays on the upper section of Chase Road and Old Kents Hill Road. The committee also recommended funding this work by using \$30,000 from the Roads & Drainage carry forward and up to \$175,000 from the Town's unassigned fund balance.

Please see attached minutes from different committees, and a summary by Greg Durgin of the RSU budget meeting on March 26, 2014.

Readfield Conservation Commission Meeting Notes
Tuesday, February 11, 2014, 6:30 pm, Town Office

Members present: David Bagley, Dan Meyer (chair), Tim Sniffen, Jerry Bley, Andy Walsh, Bob Mohlar

Excused: Bruce Hunter

Called to order: 6:30 p.m.

Old Business:

Vernal Pool Inventory – Dan M. is working to complete the vernal pool database, then will schedule a meeting time with the Planning Board to discuss the findings of the project. Tim S. mentioned that the meeting may be an opportunity to increase awareness among Planning Board members of the importance of vernal pools .

Weed Wrenches – Members agreed that one large “Pullerbear” weed wrench will be purchased in April.

Membership Outreach Update – RCC posted notice in the Readfield Messenger (Feb. 2014) of openings for two members and an alternate.

FY2014 Draft Budget – Review and Discussion

RCC members reviewed and discussed the Proposed Conservation Commission Budget Request prepared by Tim S., Dan M. and David B. on January 31, 2014. Budget items were discussed item by item.

Expenditures to be covered by Property Tax

Maine Assoc. of Conservation Commissions – Members discussed the merits of continuing the town’s membership with MEACC. The group tentatively agreed to request \$165 for the annual membership fee pending further review and discussion. Funds for this line item will revert back to the town if not spent.

Publications – Tim S. discussed spending approximately \$200 from the FY2013 RCC budget for updating and revising the Town Trails Map (e.g., not all town properties are highlighted, snowmobile trail alignment incorrect, etc.). No maps are currently available. Art Grindle of the Kennebec Valley Soil and Water Conservation District (KVSWCD) will make the revisions/updates to the map.

Tim S. discussed the opportunity to create an “In Town Trails” map that would focus on conservation, recreational and historic points of interest (e.g., trails, boat ramp, historic sites, etc.) in the Readfield Corners area. The map will include trails on the Fairgrounds property, Maranacook Beach/park, Factory Square historic site, etc.

RCC will work with the Trails and Historic Committees to identify other sites to show on the map. Art Grindle of KVSWCD will design the map. Estimated costs are \$600 for design and \$200 for printing (\$800 total). Members agreed to request funds for this project.

Other Budget Requests - \$50 for general copying and \$50 for postage.

Expenditures to be covered by the Readfield Town Conservation Lands Account

Fairgrounds Property – All of the following items are associated with the Fairgrounds Property.

1) Members agreed to request \$600 for repairs to the Upper Fairgrounds Trail (new culvert and bluestone).

2) Members discussed the Trails Committee's funding request for \$1,600 for signs for the Fairgrounds property and Fogg Farm Conservation Area. Several RCC members raised concern about the cost of the signs (in light of potential vandalism, etc.) and suggested that funds be requested for signs at the Fairgrounds property (\$1,200) only at this time. RCC would consider additional funding requests for signs in the future.

3) Dan M. called three herbicide contractors requesting costs to spray poison ivy growing near the entrance to the parking lot at the Fairgrounds property. Tim S. also mentioned Southern Maine Forestry Services (Windham, Maine) as a potential contractor who has previously done similar work for the town (honeysuckle removal at the Town Forest). Members agreed to request \$1,000 for two herbicide applications (spring, mid-late summer) to control poison ivy.

4) Tim S. received a cost estimate of \$500 from Mark Birtwell (Town employee) to remove the remains of the grandstand from the property. Members agreed to this funding request.

5) A volunteer (Brandon Fyke) has offered to move the "pulling stones" in exchange for having a memorial plaque erected on the Fairgrounds property in memory of his grandfather. Since details of the memorial plaque are unclear, members agreed to have RCC's allotment of "pulling stones" moved by Mark Birtwell when the bleacher removal work is completed. No funds will be requested for this line item.

6) Since the Project Canopy grant money was not awarded to RCC, \$500 will be requested for plantings for the area between the parking lot and the abutter to the south.

Other Budget Requests

\$95 for Wayne property tax and \$300 for routine maintenance and repairs for town conservation properties.

A motion to request \$1,065 in expenditures to be covered by property tax and \$4,695 in expenditures to be covered by the Readfield Town Conservation Lands Account was approved by RCC.

Town Conservation Properties – Dan M. reported that harvesting activities at the Town Forest appear to be complete. The logging contractor will return to grade and seed the farmstead area in the spring.

Meeting adjourned at 8:35 pm. The next meeting is scheduled for March 11, 2014 at 6:30 p.m.

Submitted by Andy Walsh

Minutes of the Road Committee 2/12/2014

Members present: John Parent, Gene Murray, John Stanley, Barbara Bright, Pete Davis and Stefan Pakulski

Call to Order 5:14pm

1. Review and updated the Mission Statement

Road Committee Mission Statement

Provide the Town of Readfield with an annual repair and maintenance plan and long range capital improvement plan for the road network.

Responsibilities to the Select Board:

1. Recommend annual road maintenance priorities and budget.
2. Recommend annual road repair priorities and budget.
3. Develop and maintain long range road infrastructure capital repair plan and running estimate for same.
4. Provide subject matter expertise on municipal road maintenance, repair and construction, including contract/proposal review as necessary.
5. Review plans for proposed subdivision roads as requested by the Planning Board, if such roads anticipate becoming town roads.

Chair:

1. Schedules and chairs Road Committee meetings, propose meeting agendas, communications and coordinates activities with Municipal Officials and the Select Board.

Vice Chair:

1. Would assume duties of the Chair if the Chair is absent.
2. Perform duties delegated by the Chair.

Committee Members:

1. Attend meetings, review proposals or items brought before the committee.
2. Provide technical advice and counsel to the Chair.
3. Review proposals, problems, etc, brought before the committee and use their expertise to provide comments, suggestions and solutions.
4. Vote on agenda items when called for.

2. Finalizing Road Projects

2014-2015

| | |
|--|------------------|
| 1. Shoulders: complete installation on four recently reconstructed roads | \$ 45,000 |
| 2. Surface Pave: Chase and Moore | \$ 30,000 |
| 3. Shim and overlays: Old Kents Hill and Chase | <u>\$130,000</u> |
| | \$205,000 |

2015-2016

1. Surface Pave: Wings Mills and Thundercastle
2. Shim and overlays: Nickerson Hill, Lane, and P Ridge

2016-2017

1. Surface Pave: Adell and Lakeview
2. Shim and overlays: Scribner Hill and Giles

Town Manager presented Custom Budget Report as of 2/12/2014

Motion to support the 2014 Budget on Roads as presented with adjustments and additions and for the Chair to present the budget to the Budget Committee. Unanimously passed. Town manager will update the report for the Budget Committee.

3. Update on Combining Road Ordinances

Clif Buuck is working on the revision. Any comments by members due by March 1st

4. Ideas for Analyzing 2013 Road Projects

Present was the Town of Readfield 2013 Road Bond Summary

Recommendation was to compare apples to apples.

Chair will meet with Allen Curtis on 2/26/2014

5. New Items of Business

None

Adjourned 6:12 pm

RSU #38 Budget Meeting Wednesday, March 26th, 2014

Summary by Greg Durgin

In the introduction to the meeting, the chair of the board and superintendent reviewed the agreed upon goals for the FY 15 budget and stated RSU # 38 is projected to receive an additional state subsidy of \$291,678 but there is no official confirmation from the state as of last week for that figure.

To help reach the stated goal of no budget increase for this year, the RSU #38 Board has put forth a proposal to move the district's 5th grade classes to the middle school. The board listed the potential benefits to the 5th graders. This plan would save approximately \$63,000 with another \$63,000 still needed to be cut to reach the projected total shortfall of \$126,000 that is due to increased costs that the board has no control over.

The budget part of the meeting was devoted to taking public comments on this proposal followed by discussion involving just the board members and superintendent after the public comment section was completed. There was no vote scheduled to be taken on this plan at this meeting. This proposal is controversial to say the least and 20 members of the public spoke. Nineteen of the speakers were opposed to the plan and offered the board research done by education specialists from around the country. There were speakers from all four towns and there were over 100 residents in attendance and this part of the meeting lasted about an hour and a half. During the board discussion, several board members spoke against moving the 5th grades to the middle school.

There has also been a proposal to cut a full time technology staff position at the high school as well as reducing technology support throughout the district. There were comments from the audience that did not support the technology cuts. The board has scheduled a vote on the 5th grade idea at their next board meeting.

Additionally there were cuts made and new fees put in place at the last board meeting. They included reducing a high school receptionist position by 50%, and instituting a \$50 activity fee for middle school students and a \$75 fee for high school students.

The next RSU # 38 meeting is scheduled for Wednesday, April 2nd and includes budget discussion, voting, and regular agenda items. Additional budget meetings are April 9th and 16th. The 16th is the final voting on the total budget that will be presented at the annual meeting on May 7th. The final district vote is scheduled for June 10th in all four towns.

Respectfully submitted,

Greg Durgin

6. Appointments/Reappointments

Please see the attached applications from the following residents for the respective committee positions:

Peter Barengo: for Cobbossee Watershed District (CWD) representative

Shelly Gernstein: for CWD representative, Maranacook Lake Outlet Dam Committee alternate member, and Readfield Enterprise Fund Committee member

The Board could appoint one representative and one alternate to the CWD.

Please also see the attached resignation by Lee Hepfner from the Library Board of Trustees.

TOWN OF READFIELD

APPOINTMENT APPLICATION

RECEIVED
MAR 27 2014

The Select Board shall not discriminate against an applicant based on religion, age, sex, marital status, race color, ancestry, national origin, sexual orientation or physical or mental disabilities. The Select Board may exclude from consideration any applicant with physical or mental disabilities only when the physical or mental handicap would prevent the applicant from performing the duties of the appointment and reasonable accommodation cannot be made.

The Select Board shall have final authority over the appointment of citizens to Boards, Committees and Commissions that are instruments of Town Government. The Select Board shall not appoint an applicant to a position for which the applicant will likely have a frequent or recurring conflict of interest.

Please check one: 1st time appointment re-appointment

Which Board, Committee or Commission

are you applying for?

Cobbossee Water Shed District Rep

Name: Peter J. Barengo

Phone (H): 685-0928

Street address: 89 P Ridge Rd

Phone (C): 441-1799

Mailing address:

E-Mail: pjbarengo@yahoo.com

Below please tell us of any experience and/or training that might be useful in this position.

Lic Veterinary Technician -

Below please tell us the reason you are interested in applying for this position.

I enjoy serving on the town's budget committee, and would interested in serving in a different capacity using my veterinary and biology back ground.

If you are currently employed, what is your position?

Veterinary Technician

TOWN OF READFIELD

APPOINTMENT APPLICATION

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Please check one: 1st time appointment re-appointment

Which Board, Committee or Commission
are you applying for?

Cobbossee Water Shed District Representative

Name: *Shelly Gerstein* Phone (H): *685-9646*

Street address: *100 Touisset Pt. Rd* Phone (C): *660-8520*

Mailing address: *P.O. Box 8, Readfield*

E-Mail: *shellygerstein@gmail.com*

Below please tell us of any experience and/or training that might be useful in this position.

See attached

Below please tell us the reason you are interested in applying for this position.

See attached

If you are currently employed, what is your position?

TOWN OF READFIELD

APPOINTMENT APPLICATION

The Select Board shall not discriminate against an applicant based on religion, age, sex, marital status, race color, ancestry, national origin, sexual orientation or physical or mental disabilities. The Select Board may exclude from consideration any applicant with physical or mental disabilities only when the physical or mental handicap would prevent the applicant from performing the duties of the appointment and reasonable accommodation cannot be made.

The Select Board shall have final authority over the appointment of citizens to Boards, Committees and Commissions that are instruments of Town Government. The Select Board shall not appoint an applicant to a position for which the applicant will likely have a frequent or recurring conflict of interest.

Please check one: 1st time appointment re-appointment

Which Board, Committee or Commission

are you applying for?

Maranacook Lake Outlet Dam - alternate member

Name: Shelley Gerstein Phone (H): 685-9646

Street address: 100 Touisset Pt. Rd. Phone (C): 660-8520

Mailing address: P.O. Box 8, Readfield, ME 04355

E-Mail: shelleygerstein@gmail.com

Below please tell us of any experience and/or training that might be useful in this position.

See attached

Below please tell us the reason you are interested in applying for this position.

See attached

If you are currently employed, what is your position?

TOWN OF READFIELD

APPOINTMENT APPLICATION

The Select Board shall not discriminate against an applicant based on religion, age, sex, marital status, race color, ancestry, national origin, sexual orientation or physical or mental disabilities. The Select Board may exclude from consideration any applicant with physical or mental disabilities only when the physical or mental handicap would prevent the applicant from performing the duties of the appointment and reasonable accommodation cannot be made.

The Select Board shall have final authority over the appointment of citizens to Boards, Committees and Commissions that are instruments of Town Government. The Select Board shall not appoint an applicant to a position for which the applicant will likely have a frequent or recurring conflict of interest.

Please check one: 1st time appointment re-appointment

Which Board, Committee or Commission

are you applying for?

Readfield Enterprise Fund

Name: Shelly Gerstein Phone (H): 685-9646

Street address: 100 Touisset Pt. Rd. Phone (C): 660-8520

Mailing address: P.O. Box 8

E-Mail: shellygerstein@gmail.com

Below please tell us of any experience and/or training that might be useful in this position.

see attached

Below please tell us the reason you are interested in applying for this position.

I heard volunteers were needed.

If you are currently employed, what is your position?

Semi-retired last month

Experience and/or training for Shelly Gerstein appointment application

During 1970's & 1980's:

Built family home in rural area of Northern California.

Owned and operated a small excavation company – site prep, dig foundation, install septic systems etc

Owned and operated The Data Works, a computer service bureau in Gualala, California (Did billing and bookkeeping type services for clients)

School Board Member - Arena Union Elementary School District

President -Gualala Arts during period when we raised the funds to build an Art Center

Board Member - Gualala Chamber of Commerce.

During 1990's:

Publisher/editor of Coast and Valley Magazine, a local arts and community issues publication supported by advertising with a circulation of 40,000

Board Member of Mendocino County Retirement Association

2000 to present

Business Manager of LMI (Luthiers Mercantile International) a company which sells the woods, materials, and tools used to build acoustic guitars.

Robin L. Lint

From: Deborah Peale <deb.peale@gmail.com>
Sent: Wednesday, March 26, 2014 11:14 AM
To: Robin Lint
Subject: Fwd: Resignation from Library Board of Trustees

Hi Robin,

We have an opening on the library board of trustees. See below. Thanks.

Deb

Sent from my iPad

Begin forwarded message:

From: "Lee Hepfner" <lhepfner@roadrunner.com>
Date: March 26, 2014 at 11:05:31 AM EDT
To: "Deb Peale" <deb.peale@gmail.com>
Subject: Resignation from Library Board of Trustees
Reply-To: "Lee Hepfner" <lhepfner@roadrunner.com>

Dear Deb.

Please accept this as my resignation from the Board of Trustees of the Readfield Community Library, effective immediately.

Lee Hepfner

7. Lien foreclosures update

Please see the attached list of remaining liens scheduled to foreclose on April 9, 2014 (listed as of April 4th). Most or all of these are expected to be paid off prior to foreclosure.

The Code Enforcement Officer and Town Manager will provide any inspection information on these remaining properties at the Select Board meeting, including any possible recommendations to waive foreclosure according to the Board's policy.

2011 Tax Foreclosure List

Readfield
09:24 AM

Lien Process Edit List

3/27/2014
Page 1

Year : 2011 Interest as of 04/03/2014

| Acct Name | Principal | Lien Int | Costs | rrrent Int | Total |
|--|-----------|----------|-------|------------|----------|
| 14 *Blake Michael J MAINE STATE EMPLOYEES CREDIT UNION | 2,221.48 | 69.63 | 72.48 | 131.22 | 2,494.81 |
| 1445 *Bourque Megan S Savings Bank of Maine- BANK WILL PAY | 918.38 | 0.00 | 0.00 | 2.31 | 920.69 |
| 1327 *Choate Richard W Instamortgage.com | 759.98 | 23.82 | 72.48 | 44.89 | 901.17 |
| 989 *Dubois Duane H WINTHROP FEDERAL CREDIT UNION | 736.28 | 0.00 | 33.92 | 32.36 | 802.56 |
| 1037 *Evans Tina Z & Evans, Ronald C. WINTHROP FED CREDIT UN-Foreclosurer- BANK WILL PAY | 723.59 | 0.00 | 21.98 | 31.72 | 777.29 |
| 379 *Fogg Timothy NO MORTGAGE HOLDER | 1,202.35 | 0.00 | 0.00 | 0.13 | 1,202.48 |
| 403 *French Lloyd A & French Lori A PEOPLES HERITAGE BANK-Mortaged and they usually will pay if customer does not | 626.87 | 0.00 | 0.00 | 0.43 | 647.30 |
| 152 *Maranacook Motors Savings Bank of Maine-Foreclosurer- BANK IS PAYING | 3,600.82 | 112.85 | 72.48 | 212.69 | 3,998.84 |
| 991 *Readfield Family Market *P/P58 Savings Bank of Maine-Foreclosuer- BANK IS PAYING | 3,893.12 | 122.02 | 72.48 | 229.96 | 4,317.58 |
| 155 *Violette Ronald P/P#113 Savings Bank of Maine-Foreclosurer- BANK IS PAYING | 3,964.22 | 124.24 | 72.48 | 234.16 | 4,395.10 |

Count: 10 Totals: 18,667.09 452.56 418.30 919.87 20,457.82

8. Legal services RFP responses

This item was tabled from the March 24, 2014 meeting.

The Select Board Chair and Town Manager worked on a series of follow-up questions for two legal firms still in consideration for the Town's legal services contract. All Select Board members and Town employees were invited to provide input for these questions. Please see the questions and responses below from Lee Bragg at Bernstein Shur (copied from an email message). A second document has responses from Stephen Langsdorf at PretiFlaherty.

Responses from Lee Bragg at Bernstein Shur:

1. How would your firm calculate charges for time spent reading and drafting e-mail messages, or for phone calls lasting only a few minutes? Is there a minimum charge for any contact?

There is no minimum charge for communicating with attorneys in the office. We generally do not bill for quick exchanges that only require a few minutes to provide information.

2. From your experience with similar-sized towns, what would you recommend as an annual legal expense?

Having represented towns exclusively since leaving MMA in 1976 (it surprises me to type that date), I have long been convinced that it is very difficult for a town to accurately predict its legal budget on a consistent basis. Unanticipated issues often arise after the budget is adopted, although the actual expenditure of money for legal services remains within the control of the municipal officers during the budget cycle and only occurs at their direction.

The majority of the towns that I represent have populations under 5000. In those towns, the legal budgets can remain in the range of a few thousand dollars for many years, but then escalate significantly when a major issue arises. The nature of the tax base is often a factor, as in the case of clients like Baileyville, Bucksport, Millinocket and East Millinocket which have large industrial complexes that often create legal issues for those towns. Economic development initiatives, codes enforcement efforts and other types of matters vary from town to town and from year to year.

There are only a few types of legal matters on which a town might be forced to expend legal fees without choice by the Board. Tax abatement cases and appeals from permit denials are two examples of matters not covered by insurance that might require the unanticipated expenditure of legal fees.

3. What billing approach tends to provide the best value for towns, i.e. an hourly rate or a retainer, or combination?

All billing arrangements are intended to provide fair value of service for fair compensation. A retainer arrangement offers some predictability, but would not represent good value for a town if legal needs turned out to be less than predicted. Some retainer agreements are merely escrows against which fees are charged, resulting in no fee advantage for a town. Hourly arrangements are almost universal in

municipal work, with quoted fee caps sometimes being used in cases where the amount of work for a particular project is reasonably predictable.

4. Would Bernstein Shur consider discounted rates for other attorneys in the firm? Would this decision be up to the attorneys who are shareholders in the firm?

Yes, and this could be done on a case by case basis before a matter is assigned to another attorney.

5. Would your firm consider only billing for one attorney's rate when more than one attorney may confer on a subject for the Town?

Under our billing policy, the answer is a function of whether both attorneys add value by having the consultation. In other words, if I can resolve a question with 30 minutes of my time and 30 minutes of another attorney's time rather than 2 hours of my time, both attorneys should bill 30 minutes. We do not bill for two attorneys when one attorney is answering a quick question from another attorney, even though the discussion saves the first attorney considerable time in resolving a particular point. Further, I do not bill for discussions that transition cases to other attorneys. The billing approach is always about fair value within the instructions from the client. I am always willing to discuss fees before a matter is undertaken and after a matter is concluded. My practice is built on clients feeling that they received fair value for the fees paid.

6. Would your firm be willing to provide detailed billing along with invoices to show exactly the time spent on each activity by each attorney? Yes.
Would this cost more to provide? No.

7. Would your firm expect a contract with the Town to be longer than a one-year term?

Attorneys are ethically prohibited from entering into contracts that have a guaranteed term. Employment of an attorney is always "at will", although a contract can cover other details such as rates and scope of services.

8. If your firm was chosen, would you meet with the Select Board to review any other concerns prior to signing a contract?

I would welcome the opportunity to meet with the Board. Personal interaction is important to a good working relationship.

Lee Bragg

#8 continued

Preti

Stephen E.F. Langsdorf
slangsdorf@preti.com

Portland, ME
Augusta, ME
Concord, NH
Boston, MA
Washington, DC
Bedminster, NJ
Salem, MA

March 24, 2014

Stefan Pakulski, Town Manager
Town of Readfield
8 Old Kents Hill Road
Readfield, ME 04355

Dear Stefan:

Thank you very much for considering Preti Flaherty to supply legal services to the Town of Readfield. As requested in your email of March 14, 2014, I will answer the questions posed:

1. I am familiar with the Town of Readfield because I have been living and working in Central Maine since I joined Preti Flaherty as my first job out of law school in 1986. I have lived in Hallowell for 18 years and previously lived in Manchester and read the *Kennebec Journal* daily. I am aware of the controversy involving the public works department and was asked to write a letter to Readfield Town Council last year. I understand the significance of having the Kents Hill School in Town as it reminds me on a much smaller scale of Bowdoin College, where I am counsel to the Town of Brunswick. The multiple villages of Readfield is similar to Rangeley. I do not believe that the issues facing the Town of Readfield are substantially different than some of the other municipalities that I represent such as Chelsea, Jay and Rangeley.

2. The usual minimum charge is .20 hours for reading and responding to emails if they are substantive. If it is confirming an appointment or something that does not involve actual legal services, I do not charge. If I have multiple emails during a day it will still be a total of .20 unless it exceeds 12 minutes of work. I have always thought this was a fair charge, in this case .20 x 200 is \$40.00. It requires me to stop what I am doing and pay attention to and respond to the email.

3. I typically do charge both ways when I travel, but I would be willing to discuss only charging for one way if I were to be retained by the Town.

4. Depending on circumstances which may arise it could differ, but I would generally expect somewhere in the \$15,000-20,000 range as a reasonable budget for legal services for a municipality the size of Readfield.

5. For smaller towns I have typically always used an hourly charge because of a lack of guaranteed volume. I do charge a partial fixed retainer for both Augusta and Brunswick, which works out quite well. It allows staff and Selectmen (Council members) to be able to

PRETI FLAHERTY

March 24, 2014

Page 2

contact me for routine types of legal services without being concerned about the price of each contact. I would be willing to discuss a partial fixed fee for the Town of Readfield if that is something that you are interested in for the more routine legal services.

6. Our firm is willing to provide detailed billing which shows the amount of time and the person performing each task. There is no extra charge for this type of billing.

7. Naturally we would prefer to have a longer contract, but a one year contract to determine whether we are a good fit with the Town would be acceptable.

Again, thank you for the opportunity to present our qualifications to the Town and I look forward to an opportunity to meet with you and the Selectmen to discuss this further. Please let me know if you require any additional information.

Very truly yours,

A handwritten signature in dark ink, appearing to read 'S.E.F. Langsdorf', with a long horizontal line extending to the right.

Stephen E.F. Langsdorf

SEFL:ryp

9. Security camera systems review

This item was discussed briefly during the previous meeting. Please review again the materials included in the last packet for that purpose. The Select Board decided to keep the proposed budget amounts in the current draft budget for security camera systems at the Town Office and Transfer Station.

The Board could review further the background information on the systems.

10. Ad hoc Public Works Committee directives

The Select Board previously voted to establish this ad hoc committee on February 24, 2014 with the following motion:

“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.”

The Board discussed possible directives for the committee on March 10, 2014 as noted in the approved minutes:

“(6) Ad Hoc Public Works Committee: A first draft of directives and an example spreadsheet were provided. There was a board discussion. Mr. Durgin said any residents who wish to be on the committee will need to fill out an application. It was noted the time cost to do this work is being tracked. A summary as to whether public works was a loss or gain to the Town was requested at end of the committee’s work. Mr. Durgin suggested developing a plan to respond to the very lengthy email from Deb Doten and Peter Davis. Mrs. Reay said time is needed to get the information together.”

Please see the attached materials already shared as possible directives for this committee. The Board could consider formally setting detailed directives for this committee, as well as defining the number of committee members and a possible schedule.

The Town Office has not received any applications from anyone seeking appointment to this committee.

March 5, 2014

Readfield Ad Hoc Public Works Committee Directives (suggested by Sue Reay & Val Pomerleau)

Create spreadsheets for the following with criteria listed:

1. Trucks
2. Trailers
3. Snowplow equipment
4. Small tools
5. Payroll
 - a. Wages
 - b. FICA
 - c. Income protection
 - d. Health Insurance
 - e. Dental Insurance
 - f. Retirement costs
 - g. Insurance costs-unemployment
 - h. Miscellaneous costs-Mileage,
 - I. Spreadsheet with the following categories:
 - a. Legal costs
 - b. Audit cost-per budget committee request
 - c. Fuel costs
 - d. Truck repair costs
 - e. Equipment repair costs
 - f. Equipment rental
 - g. Rent paid
 - h. Cell phone costs
 - I. Office supplies
 - j. Miscellaneous items bought
6. Loans
 - a. Loan amounts
 - b. Interest paid
7. Inventory sold to Horne for \$ 8000.00 with sold costs for each

8. Income
 - a. URIP
 - b. Wayne
 - c. Manchester
 - d. Sales of PW trucks, equipment, etc..
 - e. Other income

9. Administrative costs
 - a. Stefan
 - b. Teresa

10. Costs for flyers-mailings-staff

11. Proposed Public Works Building Costs

12. List of all retained items

13. List of everything still for sale

14. Profit verses Loss between the two

Provide any and all spreadsheets town has on computers now.

Criteria on each spreadsheet:

1. Purchase Date
2. What purchased
3. Seller
4. Cost
5. Sold date
6. Sold to whom
7. Price paid
8. Date paid

READFIELD PUBLIC WORKS TRUCKS

| DATE PURCHASED | TRUCK PURCHASED | SELLER | COST | SOLD DATE | BUYER | PRICE | DATE PAID | NOTES |
|----------------|-----------------|--------------------|--------------|------------|---------------|-------------|------------|----------------------------------|
| 6-16-2008 | 1990 L7000 | O'Connors | \$17,222.00 | 10-26-2011 | Horne | \$3,000.00 | | |
| 4-6-2009 | 2002 3/4 Sierra | State Surplus | \$5,500.00 | 10-26-2011 | Horne | \$4,000.00 | | |
| 5-28-2009 | 2002 F 550 | S. C. Mclean | \$28,000.00 | 10-26-2011 | Horne | \$3,000.00 | | |
| 5-28-2009 | 1994 L9000 | S. C. Mclean | \$21,200.00 | 10/26-2011 | Horne | \$7,000.00 | | |
| 5-28-2009 | 1993 VOLVO | S. C. Mclean | \$24,000.00 | 10-26-2011 | Horne | \$12,000.00 | | |
| 7-2-2009 | 2010 7400 INT | Daigle & Hough | \$126,000.00 | 10-26-2011 | Hagar Ent | \$90,000.00 | | |
| 7-2-2009 | 2010 7400 INT | Daigle & Hough | \$126,000.00 | 10-26-2011 | Hagar Ent | \$90,000.00 | | |
| 8-6-2008 | 1990 C70 Chevy | Reay Exc. | \$5,000.00 | 10-26-2011 | Horne | \$2,000.00 | | |
| | 1997 Sierra | Donated Manchester | \$0.00 | 03-26-2012 | Mark Birtwell | \$1,000.00 | 03-26-2012 | Breakout-dat cut edges and truck |
| | 1995 Topkick | State Surplus | \$5,800.00 | 10-26-2011 | Horne | \$6,000.00 | | Need date |

TRAILERS

| | | | | | | | | |
|-----------|---------------|--|--|-----------|-------------|----------|------------|--------------|
| 8-20-2009 | 1996 Custom | | | | Jim Simmons | \$500.00 | | Need date |
| | 1989 Homemade | | | 3-20-2012 | Steve Wight | \$240.00 | 03-20-2012 | Bought where |

KEPT FOR TOWN MAINTENANCE AND CEMETERIES

| | | | | | | | | |
|-----------|-------------------|--------------|-------------|--|--|--|--|---------------------|
| 10-3-2006 | 2007 F 550 | Quirk | \$37,599.00 | | | | | |
| 10-3-2006 | Plow for truck | Quirk | \$16,801.00 | | | | | |
| | 2005 Dump trailer | | | | | | | |
| 8-10-2009 | 2010 Suretrac | Michaids Tr. | \$1,449.00 | | | | | Date & bought where |

11. Audit review: Chris Backman, RHR Smith

Please see the Town's audit for the fiscal year ending June 30, 2014. This was sent to each Board member in electronic form and has been posted on the website page with Board agendas and packets. A hard copy will be provided to each Board member directly from the auditor.

Chris Backman will attend the meeting to provide a summary of the audit, and to answer any questions from the Board and public.

As Chris will be traveling a fair distance, hopefully the Board would consider taking this item out of order, perhaps before the start of the unfinished business section of the agenda.

12. Cobbossee Watershed District (CWD) update: Bill Monagle

CWD director, Bill Monagle will provide a summary of the district's activities in the past year and a brief review of the pending budget proposal. The budget proposal represents up to a five percent increase over the Town's current assessment.

Mr. Monagle will respond to questions from the Board and public.

14. Town Meeting Warrant Draft with Budget recommendations

Please see the attached initial draft of a possible Town Meeting warrant with current Budget Committee recommendations for all budget categories.

The Budget Committee did not meet on April 3, 2014, but plans to review the budget again on April 10, 2014 especially to consider any revenue changes and possible expense reductions to limit any property tax impact. Therefore, the Budget Committee recommendations on tonight's draft warrant are not final.

It is important to note the Road Committee recommendations on use of the Roads & Drainage carry forward and use of the Unassigned Fund Balance to keep next year's municipal budget from raising taxes above this year's commitment. The Budget Committee has not yet considered these recommendations.

Tonight's review is mostly for informational purposes, and for the Select Board to provide any additional guidance to the remaining budget and warrant review process.

Annual Town Meeting Warrant

June 10 & 12, 2014

TO: Karen Peterson of the Town of Readfield, Maine, in the County of Kennebec.

GREETINGS: In the name of the State of Maine and the Town you are hereby required to notify and warn the inhabitants of the Town of Readfield, qualified by law to vote in Town affairs, of the Meeting described in this Warrant.

TO: The voters of the Town of Readfield, you are hereby notified to meet in Asa Gile Hall, 2nd floor (Town Office) in said Town on Tuesday, June 11, 2013, at 8:00 o'clock AM to act on Article 1 by written ballot and on Articles 2 through 5 by secret ballot. The polling hours will be from 8:00 o'clock AM to 8:00 o'clock PM. The meeting will recess at the completion of the count of the ballots until Thursday, June 13, 2013, at 6:00 o'clock PM. The meeting will reconvene at the Readfield Elementary School Auditorium in said Town on Thursday, June 13, 2013, at 6:00 o'clock PM.; then and there to act on Articles 6 through 56 as set out below, to wit:

Article 1. To choose a moderator to preside at said Town Meeting.

Article 2. To elect all necessary Town Officers as required to be elected by secret ballot (M.R.S.A. 30-A, Section 2528).

Select Board: One 3-year term

RSU #38 Advisory Board: One 3-year term, One 1-year term

RSU #38 Board: Two 3-year terms

Article 3. To see if the Town will vote Heritage Days

Article 4. To see if the Town will vote to hear and discuss any reports of any Boards or Committees or Officers of the Town.

Select Board Recommends: Ought to Pass

Article 5. To see if the Town will vote to allow the Select Board to establish salaries of Town Officers and Employees, not elsewhere established, for the period **July 1, 2014 - June 30, 2015.**

Select Board Recommends: Ought to Pass

Article 6. To see if the Town will vote to fix **September 26, 2014** or thirty days after the taxes are committed, whichever is later, and **February 27, 2015** as the dates on each of which one-half of the property taxes are due and payable, and as the dates from which interest will be charged on any unpaid taxes at a rate of ___% per year. (Note: Maximum interest allowed is 7% per the State.)

Select Board Recommends: Ought to Pass

Article 7. Shall the Town authorize the Tax Collector to pay interest at a rate of ___% (___%) from the date of overpayment, on any taxes paid and later abated pursuant to Title 36 MRSA, Sect. 505.4? (Note: If a municipality fails to set a rate, it shall pay interest at a rate of 7%.)

Select Board Recommends: Ought to Pass

Article 8. Shall the Town authorize the Tax Collector to accept payment of taxes not yet committed? (Note: This article is required by State Law, Title 36 MRSA, Section 506, at each Annual Town Meeting, in order to collect any prepayment--such as Tax Club payments--for taxes paid prior to commitment of said taxes).

Select Board Recommends: Ought to Pass

Article 9. To see if the Town will vote to authorize the Select Board on behalf of the Town to enter into single or multi-year contracts, leases, and lease purchase agreements, not to exceed five years, in the name of the Town if it is deemed to be in the best interest of the Town.

Select Board Recommends: Ought to Pass

Article 10. To see if the Town will vote to accept any gifts, unanticipated donations, or pass-through funds that may be provided by individuals, business associations, charitable groups, or other organizations, which have not been listed in any of the previous or following articles, if the Select Board determines that the gifts, donations, or pass-through funds and their purposes are in the best interest of the Town.

Select Board Recommends: Ought to Pass

Article 11. To see what sum of money the Town will vote to raise and/or appropriate for the *General Government* budget category:

Municipal Administration

Spent 2012-13 \$289,332 Approved 2013-14 \$288,563

Select Board Recommends: \$

Budget Committee Recommends: \$ 292,975

Insurance

Spent 2012-13 \$22,284 Approved 2013-14 \$21,250

Select Board Recommends: \$

Budget Committee Recommends: \$ 21,250

Office Equipment

Spent 2012-13 \$3,245 Approved 2013-14 \$4,650

Select Board Recommends: \$

Budget Committee Recommends: \$ 3,955

Assessing

Spent 2012-13 \$24,931 Approved 2013-14 \$32,800

Select Board Recommends: \$

Budget Committee Recommends: \$ 31,975

CEO/LPI/BI

Spent 2012-13 \$14,380 Approved 2013-14 \$22,762

Select Board Recommends: \$

Budget Committee Recommends: \$ 21,920

Town Boundaries

Spent 2012-13 \$0 Approved 2013-14 \$2,500

Select Board Recommends: \$

Budget Committee Recommends: \$ 1,000

(Note: will include some cost sharing with neighboring towns. This will be a carry forward account)

Municipal Maintenance

Spent 2012-13 \$59,278 Approved 2013-14 \$69,026

Select Board Recommends: \$

Budget Committee Recommends: \$ 71,565

Grant Writing/Planning Services

Spent 2012-13 \$0 Approved 2013-14 \$2,500

Select Board Recommends: \$

Budget Committee Recommends: \$2,500

(Note: \$2,500 from carry forward account. This is a carry forward account)

Heating Assistance

Spent 2012-13 \$1,509 Approved 2013-14 \$1,500

Select Board Recommends: \$

Budget Committee Recommends: \$ 1,500

(Note: Donations, this is a carry forward account, no tax dollars.)

Total General Government Category

Spent 2012-13 \$414,959 Approved 2013-14 \$445,551

Select Board Recommends: \$

Budget Committee Recommends: \$ 448,640

Article 12. To see what sum of money the Town will vote to raise and/or appropriate for the *Boards and Commissions* budget category:

Appeals Board

Spent 2012-13 \$0 Approved 2013-14 \$610

Select Board Recommends: \$

Budget Committee Recommends: \$ 610

Conservation Commission

Spent 2012-13 \$759 Approved 2013-14 \$1,593

Select Board Recommends: \$

Budget Committee Recommends: \$ 5,760

(Note: \$4,695 from carry forward account.)

Planning Board

Spent 2012-13 \$1,589 Approved 2013-14 \$2,799

Select Board Recommends: \$

Budget Committee Recommends: \$ 2,820

Trails Committee

Spent 2012-13 \$2,068 Approved 2013-14 \$2,095

Select Board Recommends: \$

Budget Committee Recommends: \$ 4,985

Total Boards and Commissions Category

Spent 2012-13 \$4,416 Approved 2013-14 \$7,097

Select Board Recommends: \$

Budget Committee Recommends: \$ 14,175

Article 13. To see what sum of money the town will vote to raise and/or appropriate for the *Town Buildings Operations & Maintenance* budget category:

Fire Station

Spent 2012-13 \$8,619 Approved 2013-14 \$8,734

Select Board Recommends: \$

Budget Committee Recommends: \$ 8,980

Asa Gile Hall(Town Office Building)

Spent 2012-13 \$23,404 Approved 2013-14 \$22,228

Select Board Recommends: \$

Budget Committee Recommends: \$ 20,318

Library Building

Spent 2012-13 \$3,625 Approved 2013-14 \$8,983

Select Board Recommends: \$

Budget Committee Recommends: \$ 15,479

Maintenance Building

Spent 2012-13 \$542 Approved 2013-14 \$1,500

Select Board Recommends: \$

Budget Committee Recommends: \$ 1,500

Total Town Buildings Operations & Maintenance Category

Spent 2012-13 \$36,190 Approved 2013-14 \$41,445

Select Board Recommends: \$

Budget Committee Recommends: \$ 46,277

Article 14. To see what sum of money the Town will vote to raise and/or appropriate for the *Community Services* budget category:

Animal Control

Spent 2012-13 \$19,965 Approved 2013-14 \$16,918

Select Board Recommends: \$

Budget Committee Recommends: \$ 16,420

Kennebec Land Trust

Spent 2012-13 \$0 Approved 2013-14 \$250

Select Board Recommends: \$

Budget Committee Recommends: \$ 250

Library Services

Spent 2012-13 \$25,900 Approved 2013-14 \$26,393

Select Board Recommends: \$

Budget Committee Recommends: \$ 26,496

(Note: This is a carry forward account.)

Readfield TV

Spent 2012-13 \$5,837 Approved 2013-14 \$6,275

Select Board Recommends: \$

Budget Committee Recommends: \$ 6,215

(Note: All funds for RTV are derived from Franchise Fees from Time Warner.)

Street Lights

Spent 2012-13 \$4,856 Approved 2013-14 \$5,500

Select Board Recommends: \$

Budget Committee Recommends: \$ 6,000

Maranacook Lake Dam

Spent 2012-13 \$0 Approved 2013-14 \$250

Select Board Recommends: \$

Budget Committee Recommends: \$ 250

Total Community Services Category

Spent 2012-13 \$56,558 Approved 2013-14 \$55,586

Select Board Recommends: \$
Budget Committee Recommends: \$ 55,631

Article 15. To see what sum the Town will vote to raise and/or appropriate for the **Recreation, Parks & Activities** budget category with the unexpended balances of the Beach, Recreation and Heritage Days to be carried forward:

Beach

Spent 2012-13 \$13,583 Approved 2013-14 \$11,138

Select Board Recommends: \$

Budget Committee Recommends: \$ 9,099

(Note: All expenses to be covered by permit fees and carry forward balance – no tax dollars)

Recreation

Spent 2012-13 \$6,821 Approved 2013-14 \$12,042

Select Board Recommends: \$

Budget Committee Recommends: \$ 9,922

(Note: Estimated revenues, No tax dollars)

Heritage Days

Spent 2012-13 \$9,872 Approved 2013-14 \$11,430

Select Board Recommends: \$

Budget Committee Recommends: \$455

(Note: \$455 to cover over spent budget in 2013-14) Considered overdraft \$455

Readfield Community Park

Spent 2012-13 \$365 Approved 2013-14 \$307

Select Board Recommends: \$

Budget Committee Recommends: \$ 306

Total Recreation, Parks & Activities Category

Spent 2012-13 \$30,641 Approved 2012-13 \$34,917

Select Board Recommends: \$

Budget Committee Recommends: \$ 19,782

Article 16. To see what sum of money the Town will vote to raise and/or appropriate for the following **Protection Department** category, and any unexpended balances to carry forward with the exception of the Ambulance Service, Dispatching and Emergency Operations Plan lines.

Operation of the Fire Department

Spent 2012-13 \$59,664 Approved 2013-14 \$80,065

Select Board Recommends: \$

Budget Committee Recommends: \$ 78,920

(Note: This line's unexpended balance will carry forward to the Capital Equipment line.)

Fire Department Capital Equipment

Spent 2012-13 \$0 Approved 2013-14 \$8,000

Select Board Recommends: \$

Budget Committee Recommends: \$ 5,000

Ambulance Service

Spent 2012-13 \$18,186 Approved 2013-14 \$20,250

Select Board Recommends: \$

Budget Committee Recommends: \$ 20,600

Waterholes

Spent 2012-13 \$0 Approved 2013-14 \$500

Select Board Recommends: \$

Budget Committee Recommends: \$ 500

Tower Sights

Spent 2012-13 \$0 Approved 2013-14 \$0

Select Board Recommends: \$

Budget Committee Recommends: \$ 1,500

Dispatching

Spent 2012-13 \$21,181 Approved 2013-14 \$24,802

Select Board Recommends: \$

Budget Committee Recommends: \$ 26,302

Annual Physicals

Spent 2012-13 \$0 Approved 2013-14 \$125

Select Board Recommends: \$

Budget Committee Recommends: \$ 125

(Note: from carry forward)

Personal Protective Gear Replacement

Spent 2012-13 \$0 Approved 2013-14 \$2,000

Select Board Recommends: \$

Budget Committee Recommends: \$ 2,000

Emergency Operations Plan

Spent 2012-13 \$0 Approved 2013-14 \$2,500

Select Board Recommends: \$

Budget Committee Recommends: \$ 2,500

Total Protection Department Category

Spent 2012-13 \$99,031 Approved 2012-13 \$138,242

Select Board Recommends: \$

Budget Committee Recommends: \$ 137,447

Article 17. To see what sum of money the Town will vote to raise and/or appropriate for the *Cemetery Department* budget category with the unexpended balance to carry forward.

Spent 2012-13 \$30,013 Approved 2013-14 \$33,083

Select Board Recommends: \$

Budget Committee Recommends: \$ 31,003

(Note: \$0 from Perpetual Care & \$0 from Expansion Trust Funds)

Article 18. To see what sum of money the Town will vote to raise and/or appropriate for the *Roads & Drainage* budget category with any unexpended balance of Road Reconstruction to be carried forward, and all other unexpended balances to be carried forward for Summer Roads

Summer Road Maintenance

Spent 2012-13 \$479,708 Approved 2013-14 \$89,650

Select Board Recommends: \$

Budget Committee Recommends: \$ 290,950

Road Reconstruction

Spent 2012-13 \$ 0 Approved 2013-14 \$700,000

Select Board Recommends: \$

Budget Committee Recommends: \$ 7,500

(Note: \$7,500 from carry forward from 2013 Road Bond)

Winter Road Maintenance

Spent 2012-13 \$241,244 Approved 2012-13 \$251,600

Select Board Recommends: \$

Budget Committee Recommends: \$ 255,940

Vehicles Maintenance

Spent 2012-13 \$12,960 Approved 2013-14 \$11,800

Select Board Recommends: \$

Budget Committee Recommends: \$ 10,400

Interlocal Work

Spent 2012-13 \$575 Approved 2013-14 \$2,200

Select Board Recommends: \$

Budget Committee Recommends: \$ 2,504

Total Roads & Drainage Category

Spent 2012-13 \$734,487 Approved 2013-14 \$1,055,250

Select Board Recommends: \$

Budget Committee Recommends: \$ 567,294

Article 19. To see what sum the Town will vote to transfer from available interest in the Cemetery Perpetual Care Trust Fund to establish a non-lapsing reserve account for mowing equipment.

Spent 2012-13 \$0 Approved 2013-14 \$0

Select Board Recommends: \$

Budget Committee Recommends: \$ 4,000

(Note: \$4,000 from Perpetual Care Trust Funds)

Article 20. To see what sum the Town will vote to raise and/or appropriate for the *Capital Improvements* budget category with all accounts to be carried forward.

Administration Technology

Spent 2012-13 \$1,828 Approved 2013-14 \$5,000

Select Board Recommends: \$
Budget Committee Recommends: \$ 3,000
Fire Station Addition (\$20,000 per Lee)
Spent 2012-13 \$0 Approved 2013-14 \$0
Select Board Recommends: \$
Budget Committee Recommends: \$ 0
Asa Gile Hall (Town Office)
Spent 2012-13 \$23,027 Approved 2013-14 \$30,000
Select Board Recommends: \$
Budget Committee Recommends: \$ 3,500
Fairgrounds Athletic Fields
Spent 2012-13 \$864 Approved 2013-14 \$50,000
Select Board Recommends: \$
Budget Committee Recommends: \$ 31,160
(Note: \$31,160 from carry forward. No tax dollars)

Cemetery
Spent 2012-13 \$0 Approved 2013-14 \$0
Select Board Recommends: \$
Budget Committee Recommends: \$ 17,500
Transfer Station
Spent 2012-13 \$18,789 Approved 2013-14 \$8,500
Select Board Recommends: \$
Budget Committee Recommends: \$ 11,500
Maranacook Lake Dam
Spent 2012-13 \$0 Approved 2013-14 \$2,400
Select Board Recommends: \$
Budget Committee Recommends: \$ 13,500
(Note: \$8,500 from carry forward account.)

Total Capital Improvements Category
Spent 2012-13 \$44,508 Approved 2013-14 \$95,900
Select Board Recommends: \$
Budget Committee Recommends: \$ 80,160
(Note: The unexpended balances in these accounts are non-lapsing carry forwards.)

Article 21. To see what sum of money the Town will vote to raise and/or appropriate for the ***Solid Waste Department*** budget category with all accounts to be carried forward.

Transfer Station
Spent 2012-13 \$222,778 Approved 2013-14 \$249,656
Select Board Recommends: \$
Budget Committee Recommends: \$ 251,867
(Note: Total expenses for the Transfer Station are proposed at \$251,867 and will be reduced by estimated revenues of \$37,600, leaving a net cost of \$214,267. Half of the total net cost will be Readfield's share: \$107,133.50. Wayne pays the other half.)

Backhoe
Spent 2012-13 \$2,530 Approved 2013-14 \$7,600
Select Board Recommends: \$
Budget Committee Recommends: \$ 2,600

Total Solid Waste Department Category
Spent 2013-14 \$225,308 Approved 2012-13 \$257,256
Select Board Recommends: \$
Budget Committee Recommends: \$254,467

Article 22. To see what sum of money the Town will vote to raise and/or appropriate for the ***Regional Assessments*** budget category:

Cobbossee Watershed District
Spent 2012-13 \$19,975 Approved 2013-14 \$19,975
Select Board Recommends: \$
Budget Committee Recommends: \$18,877
Kennebec County Tax
Spent 2012-13 \$268,743 Approved 2013-14 \$276,805

Select Board Recommends: \$
Budget Committee Recommends: \$ 282,293
(Note: includes 3rd of 5 extra payments for fiscal year transition fee.)

Kennebec Valley Council of Governments

Spent 2012-13 \$4,345 Approved 2013-14 \$4,345

Select Board Recommends: \$
Budget Committee Recommends: \$ 4,345

First Park

Spent 2012-13 \$25,536 Approved 2013-14 \$25,512

Select Board Recommends: \$
Budget Committee Recommends: \$ 26,105
(Note: Revenues expected at \$9,000)

Total Regional Assessments Category

Spent 2011-12 \$318,599 Approved 2013-14 \$326,637

Select Board Recommends: \$
Budget Committee Recommends: \$ 331,620

Article 23. To see what sum of money the Town will vote to raise and/or appropriate for the **Debt Service** budget category:

Fire Truck Lease 2010

Spent 2012-13 \$34,720 Approved 2013-14 \$34,721

Select Board Recommends: \$
Budget Committee Recommends: \$ 34,721

Road & Bridge Bond 2013

Spent 2012-13 \$0 Approved 2013-14 \$111,558

Select Board Recommends: \$
Budget Committee Recommends: \$ 109,117

Road & Bridge Bond 2004

Spent 2012-13 \$ 32,609 Approved 2013-14 \$31,607

Select Board Recommends: \$
Budget Committee Recommends: \$ 30,547

Road & Bridge Bond 2008

Spent 2012-13 \$193,274 Approved 2013-14 \$186,990

Select Board Recommends: \$
Budget Committee Recommends: \$ 180,825

Total Debt Service Category

Spent 2012-13 \$260,603 Approved 2013-14 \$364,876

Select Board Recommends: \$
Budget Committee Recommends: \$ 355,210

Article 24. To see if the Town will vote to raise and/or appropriate an amount equal to that paid to the Town by the State (based on snowmobile registrations) for the **Readfield Blizzard Busters Snowmobile Club** to be used for trail creation, maintenance and grooming.

Request by qualified petition: Dollar amount equal to that paid to the Town by the State for snowmobile registrations.

Spent 2012-13 \$1,588 Approved 2013-14 \$1,052

Select Board Recommends: Per letter of request

Budget Committee Recommends: Per letter of request

(Note: \$1,231 collected in snowmobile fees for the year ending 2014)

Article 25. To see if the Town will vote to raise and/or appropriate \$1,441 for the **Central Maine Area Agency on Aging/Cohen Center/Senior Spectrum:**

Request by qualified petition: \$1,441

Spent 2012-13 \$1,441 Approved 2012-13 \$1,441

Select Board Recommends: Per letter of request

Budget Committee Recommends: Per letter of request

Article 26. To see if the Town will vote to raise and/or appropriate \$1,000 for **Kennebec Behavioral Health Agency:**

Request by qualified petition: \$2,500

Spent 2012-13 \$2,500 Approved 2012-13 \$2,500

Select Board Recommends: Per letter of request

Budget Committee Recommends: Per letter of request

Article 27. To see if the Town will vote to raise and/or appropriate \$1,312 for *Family Violence Agency*:

Request by qualified petition: \$1,312

Spent 2012-13 \$ Approved 2012-13 \$

Select Board Recommends: Per letter of request

Budget Committee Recommends: Per letter of request

Article 28. To see if the Town will vote to raise and/or appropriate \$2,250 for the Courtesy Boat Inspection Program to the *Maranacook Lake Association for \$1,500*, and the *Torsey Pond Association for \$750* on Maranacook Lake and Torsey Pond.
(*Note: The purpose of the CBI program is to prevent the spread of invasive aquatic species, such as milfoil to these two lakes.*)

(Request by qualified petition)

Spent 2012-13 \$2,250 Approved 2012-13 \$2,250

Select Board Recommends: Per letter of request

Budget Committee Recommends: Per letter of request

Article 29. To see if the Town will vote to raise and/or appropriate \$909.30 for *Sexual Assault Agency*.
(*Request by qualified petition*)

Spent 2012-13 \$1,138 Approved 2011-12 \$1,138

Select Board Recommends: Per letter of request

Budget Committee Recommends: Per letter of request

Article 30. To see if the Town will vote to raise and/or appropriate \$231 for *30 Mile River Watershed Association*.
(*Request by qualified petition*)

Spent 2012-13 \$227 Approved 2013-14 \$231

Select Board Recommends: Per letter of request

Budget Committee Recommends: Per letter of request

Article 31. To see what sum of money the Town will vote to raise and/ or appropriate for the *Readfield Enterprise Fund* budget category with any balance to be carried forward:

Spent 2012-13 \$ Approved 2013-14 \$125,000

Select Board Recommends: \$

Budget Committee Recommends: \$ 5,000

(*Note: all funds are from loan repayments or other grants and donations – no tax dollars.*)

Article 32. To see if the Town will vote to raise and/or appropriate \$5,000 for a *Revaluation*.

Spent 2012-13 \$ 0 Approved 2013-14 \$5,000

Select Board Recommends: \$

Budget Committee Recommends: \$ 5,000

(*Note: Reserve non-lapsing account*)

Article 33. To see what sum of money the Town will vote to raise and/or appropriate for the *General Assistance* budget category:

Spent 2012-13 \$4,346 Approved 2012-13 \$4,205

Select Board Recommends: \$

Budget Committee Recommends: \$ 4,705

Article 34. To see if the Town will appropriate the following estimated revenues to *reduce the 2014 Tax Commitment*:

| | 2014 Budget |
|-----------------------------------|--------------------|
| State Revenue Sharing | \$110,000 |
| Interest on Property Taxes | \$ 16,000 |
| Interest on Investments | \$ 2,500 |
| Veterans Exemption | \$ 3,000 |
| Homestead Exemption Reimbursement | \$ 65,000 |
| Tree Growth Reimbursement | \$ 8,000 |
| Bete Reimbursement | \$ 9,000 |
| Boat Excise Taxes | \$ 6,000 |
| Motor Vehicle Excise Taxes | \$400,000 |
| Agent Fees | \$ 8,600 |
| Certified Copy Fees | \$ 1,250 |
| Other Income | \$ 2,000 |
| Heating | \$ 1,500 |

| | |
|---|------------------|
| Plumbing fees | \$ 3,000 |
| Land Use Permit Fees | \$ 2,000 |
| Dog License Fees | \$ 3,500 |
| Library Revenue | \$ 2,075 |
| Cable Television Fees | \$ 24,000 |
| Beach Income | \$ 9,099 |
| Recreation Income | \$ 9,922 |
| Protection | \$ 4,000 |
| Local Roads | \$ 34,000 |
| Interlocal | \$ 2,504 |
| Transfer Station | \$144,734 |
| First Park | \$ 9,500 |
| Snowmobile (State reimbursements) | \$ 1,231 |
| General Assistance (State reimbursements) | \$ 2,100 |
| Total | \$884,515 |

Select Board Recommends: \$
Budget Committee Recommends: \$ 884,515

Article 35. To see if the Town will vote to accept in trust from the persons or estates named below, the sums of money opposite their names, said sums to be deposited as part of the **Readfield Cemetery Trust Funds** and the income there from to be used for the upkeep and maintenance of cemetery lot(s) in the Town of Readfield cemeteries:

| | |
|--------------------------------|-------------------|
| (As of 3/20/14) Sweeney, Linda | \$200.00 |
| Barber, | \$200.00 |
| Lawler | \$200.00 |
| Hepfner, Leopold | \$400.00 |
| Mott, Carolyn | \$400.00 |
| Total: | \$1,400.00 |

Select Board Recommends:

Article 36. To see if the Town will vote to appropriate from the Unassigned Fund Balance an amount to cover **anticipated overdrafts** in the following accounts: (*Heritage Days \$455*)

Spent 2012-13 \$36,664 Approved 2013-14 \$0
Select Board Recommends: At Town Meeting

Article 37. To see what sum of money the Town will vote to appropriate from the Unassigned Fund Balance to **reduce the total tax commitment.**

Spent 2012-13 \$250,000 Approved 2013-14 \$0
Select Board Recommends: \$
Budget Committee Recommends: \$

Article 38. To see if the Town will vote to increase the **property tax levy increase limit** of **\$1,170,859** established for Readfield by State law in the event that the municipal budget approved under the preceding articles will result in a tax commitment that exceeds that property tax levy increase limit. **PAPER VOTE BY LAW!**

Select Board Recommends: At Town Meeting

Article 39. To see if the Town will **authorize expenditure of revenues** from Federal, State and local and private sources (including user fees), in those categories for which the revenue was intended (if no use is identified, the funds shall be deposited within the General Fund), in addition to the amounts appropriated previously in these Articles.

Select Board Recommends: Ought to Pass

Article 40. To see if the Town will vote to **authorize the Select Board to expend unexpended balances** appropriated in prior year(s) within the budget categories in which they were originally appropriated unless otherwise allocated within these Articles.

Select Board Recommends: Ought to Pass

Article 41. To see if the Town will vote to authorize the Select Board by majority vote present at a regular Select Board meeting, to **increase any line item up to five percent (5%)** by transferring funds from another line balance or miscellaneous income to pay for unexpected expenses. [The authorized budget will not be exceeded due to a positive vote on this article and any increase or decrease in one item will be offset by a corresponding increase or decrease in another line item(s).]

Select Board Recommends: Ought to Pass

Article 42. To see if the Town will vote to authorize the Select Board to expend up to *Fifty Thousand Dollars (\$50,000)* from the *Unassigned Fund Balance* (General Fund) to meet emergencies that may occur during the ensuing fiscal year.

Select Board Recommends: Ought to Pass

Article 43. To see if the Town will vote to *authorize the municipal officers* to retain; sell to the prior owner for taxes, interest and costs; or to sell tax acquired property on such terms as they deem advisable, and in accordance with a written policy regarding tax acquired property adopted by the Municipal Officers.

Select Board Recommends: Ought to Pass

Article 44. To see if the Town will vote to give the *municipal officers* the authority to issue a **Waiver of Automatic Foreclosure** when the municipal officers wish to avoid acquiring property that may be burdensome to the Town and to take court action if needed to foreclose at a later date, if desired. (*Examples of burdensome property are, but not limited to; a run-down dam, dilapidated building, a mobile home on someone else's property and/or a toxic waste site.*)

Select Board Recommends: Ought to Pass

Article 45. To see if the Town will vote to *authorize the municipal officers* to set miscellaneous fees charged for Town services not covered or set by State Statute.

Select Board Recommends: Ought to Pass

Article 46. To see if the Town will vote to amend the *Land Use Ordinance* of the Town of Readfield, Maine adopted in 1999 as described in the attached summary.

Select Board Recommends: Ought to Pass

Planning Board Recommends: Ought to Pass

(Note: See Summary attached)

Town Meeting Warrant for June 10 & 12, 2014
Voted to sign the 2014 Annual Town Meeting Warrant on June , 2014.

_____ Date _____ P. Greg Durgin, Vice Chair Date _____
Sue Reay, Chair

_____ Date _____ Lawrence Dunn Date _____
Allen Curtis

_____ Date _____
Valarie Pomerleau

15. Residents' letters

Please see the attached letters or email messages sent by several residents to the Select Board regarding the ad hoc Public Works Committee. The residents include Peter Davis, Deb Doten, Kathryn Woodsum, Grace Keene, John Parent, and Barbara Bright.

The Select Board will discuss these letters and consider any possible responses.

Stefan Pakulski

From: Grace Keene <g4k4@fairpoint.net>
Sent: Tuesday, February 25, 2014 3:27 PM
To: Sue Reay; Greg Durgin; Larry Dunn; Allen Curtis; Valarie Pomerleau
Cc: Stefan Pakulski
Subject: Ad Hoc Committee

To The Select Board:

I was not pleased to learn the Select Board voted 3-2 on Monday, Feb 24,2014 to have an Ad Hoc committee form to review info in regards to the Public Works. In my opinion, as a taxpayer in this town for the last 44 years, it is a waste of town resources. It is past time to put this matter to rest and move on.

Grace Keene
Beaver Dam Road
Readfield, Maine

Stefan Pakulski

From: Pete Davis <vetpete@aol.com>
Sent: Friday, March 07, 2014 1:44 PM
To: selectboard.ac@ne.twbc.com; selectboard.ld@ne.twbc.com; selectboard.pgd@ne.twbc.com; selectboard.vp@twbc.com; selectboard.sr@twbc.com
Cc: readfield.clerk@roadrunner.com; readfield.tmgr@roadrunner.com
Subject: Issues with Ad Hoc Committee

Hello,

This is a joint email from Deb Doten and Peter Davis. We are writing to express our disappointment with the Select Board's Approval (3 to 2 vote) of an Ad Hoc Committee to do the very loosely described work of providing a cost analysis of some sort with the close out of the Public Works Department. We have defined issues as well as questions for the Select Board to answer.

Issue 1

We looked at information that has been discussed in one way or another at recent Select Board Meetings. To date, we have taken the time to review Select Board Minutes, two audits, an inventory and Larry Perkin's 9/2011 email from the public record regarding the close out of the Public Works Department. In a few hours time, one can determine that all questions along the way were answered clearly and honestly by the Select Board at that time along with the Town Manager. One can easily determine that this department close out was a considerable expense to the taxpayers.

Select Board Meeting Minutes documented the opinions, concerns, questions, and Select Board responses regarding public works in all of the meetings in 2011. Nearly all of the documentation of citizen discussion showed that same people meeting after meeting requested detailed information meeting after meeting. These concerned citizens were the same people who supported this closure, and successfully campaigned to end this department. The minutes also noted that at least one current Select Board Member was involved in the audit review committee which was documented as pleased with the audit process (Select Board Meeting date August 1, 2011). The minutes also clearly document the constant push from the same citizens to sell equipment by a certain, rushed date that they wrote into the ballot question. These same citizens now are documented as saying that equipment was sold for a price well below the value.

The Public Works and Maintenance Inventory and Sale List – Oct.2011 to May 2012 documents the equipment sold in complete detail. It documents what was kept for the Maintenance Department, the Cemetery Maintenance, and what was for sale to the public. We are sure that there were office supplies, tables, coffee maker and other minor stuff that was absorbed for use at the Town Office. That did not seem to be worth the time for us to count this minor stuff in comparison to the massive amount of inventory that Select Board at that time and the Town Manager were literally forced into sales that were a loss of equity to the taxpayers.

The pro forma audit was completed by a professional firm selected through the Town Of Readfield's RFP. It couldn't be more objective. After all, the same minority of voters have been there to remind us all that RFP's are the way to go. We noted on page 18-19 estimated losses associated with eliminating the Public Works Department. These losses include severance packages, compensation of accrued time at \$76,311 and a potential expense of \$54,682 in potential unemployment benefits. Professional and legal fees, prepaid insurance commitments, expenditures related to moving equipment, and \$305,381 accrued interest balance on the capital lease agreement. The Town's projected expenditure to contract summer road services alone with outside third party contractors' documents total increase of \$178,972 for the years 2012 and 2013 more than the expenditures in years 2010 and 2012.

From Select Board Meeting Minutes, there is also documentation that the Town has spent the cash reserve that was present in 2011. We feel that this is an added cost closing this department.

The information in Mr. Perkin's email is concise. It would seem to us that all of the above information answered the questions, but we cannot speak for him.

We are sure there are more costs to the town that we have not reviewed. There is no doubt that documentation assures that this process to close public works cost the taxpayers at least \$500,000, and that the \$250,000 plowing contract that we have now is more than what we would be paying if we kept the public works department.

Please answer these questions.

What specifically do the Minority of Taxpayers who wanted Public Works dismantled is missing? Payroll is there, inventory is there, depreciation and investment losses are there. The constant push to sell equipment for less than its value is there. Specifically, what is the "it" that is missing to be done with this issue? Why is the pro forma audit not good enough? The members of the Select Board who voted to perpetuate this issue through the approval of the formation of this Ad Hoc Committee owe the rest of the Readfield taxpayers, especially those of us who are speaking out about their disapproval, a transparent answer to these questions.

Issue 2

It is clear to us that the "it" that is missing is the unstated yet very transparent agenda by this same minority of taxpayers is to eliminate the Town Manager from his job, and to make employment difficult for several employees. The quiet majority of the citizens in Readfield know this. The quiet majority of Readfield is comprised of citizens who do not want to be involved with the movement of removing trusted employees from their jobs. These are the people who do want to be "placed in front of firing squad", or do not speak because "they do they do not listen", or that do not want any more "knocks on the door to sign ridiculous petitions". One person at a social event two nights explained that she felt she had a lot to offer in town politics but did not want to put her reputation on the line. Please answer these questions.

What is the Select Board doing to reach out to the other 2300 or so voters in this town who trust the Town Manager and employees and want to live their lives without the drama that is so apparent in this town? What exactly have you done to involve them? From January 1 2013 to March 1, 2014, as a matter of public record, please document exactly how many written requests from different citizens(for example if the same person submitted 10 requests please note it) you each have received to create an ad hoc committee to examine the loosely defined closure of public works?

Issue 3

At every meeting the Select Board has added tasks for employees, especially the Town Manager, that appear to be above and beyond the scope of their required job descriptions. Excess FOAA's, micro-micromangement of policy implementation, pushing long time professional employees into a insecure work environment and forcing unionization, and inappropriate behavior in our Town Office are just a few of the issues that we have observed costing the tax payers additional money. This cost of this additional work, including the Select Board's legal bills, should be accurately included in the 2015 fiscal year's budget. Instead of going back in time to a look at Public Works information that is done, why not consider improving the work environment at the Town Office.

Please answer these questions:

What are you doing to change this toxic work environment? How are the Select Board's decisions and actions in the past 12 months saving the taxpayers money in this regard? What are you projecting for the cost of employee unionization?

Issue 4

As we reviewed the meeting last week, we heard two of three Select Board Members state that an Ad Hoc Committee is the only way to let for the issue "to be done". To us, this means that staff will once again go back to dealing with Public Works instead of doing their current work needed by the taxpayers to satisfy the minority of voters have been on a mission to close Public Works, and remove the Town Manager from his job, since the inception of the Public Department.

There is another way. That is to just let the issue go as Mr. Dunn and Mr. Durgin stated at your recent meetings. You as a Select Board can just make a stand as Larry and Greg did. The elephant died two almost three years ago and it is over. The smart, vocal minority with a well-crafted plan won the vote and raised our taxes. Other than the move to eliminate the Town Manager from his position, the only reason to have this Ad Hoc Committee is to refute one accurate comment made by the Town Manager in the Readfield Messenger written in December, 2011. This Committee will never find the answer to cost savings or loss without examining our current fiscal status of contracted plowing. Right of the top, one can see that the mil rate only went up despite the sale of equipment and the expenditure of the reserve that the Town had accrued. These facts are not a good indicator that our current system of contracted plowing is fiscally responsible. Rather than going backwards with an Ad Hoc Committee to examine old information, we challenge this Select Board to compare the costs of contracted plowing of the past two years, to what a public works plowing department would cost the taxpayers projected for FY 2016-2019.

Please answer this question.

The pro forma audit projected a contracted public works would be more costly than a town run public works. Now that you as a Board have three years of information (FY 2011- FY 2015), how does this method of running our town's plowing compare to cost to run a public works plowing department?

Issue 5

Two of the three of you that voted for the establishment of an Ad Hoc Committee stated that "this work will end it. Nothing more will come of it" and "this work will put the elephant to sleep".

Please answer these questions:

Does that mean that 4 out of 5 of the Select Board Members will vote to end the issue regardless of the results in an expensive report from this Ad Hoc Committee? How does creating a committee for which you will not do anything more with the information other than to put an elephant to rest make sense? How is that concept fiscally or administratively responsible to the ALL the taxpayers?

We realize that answering these questions may take time to craft a response to. We will not be at the Select Board Meeting this coming Monday due to prior commitments. While we would be happy to work with you to clarify information to answer our questions, we would like to have your answers in writing and be copied to the Town Clerk for public record. Lastly, we are not asking these questions of the Town Manager or members of the minority group who wants this Ad Hoc Committee. As the elected officials in Readfield's municipal government, we want to hear your responses.

Deb Doten & Peter Davis

Stefan Pakulski

Subject: FW: Fwd: Issues Associated with Ad Hoc Committee

From: John Parent [<mailto:johnp@lacorteequipment.com>]
Sent: Saturday, March 08, 2014 6:24 PM
Subject: Re: Fwd: Issues Associated with Ad Hoc Committee

Hi Deb and Pete,

Thanks for the email. This is unbelievable, and you're correct in saying that they have documented information on the cost of closing the PWD. The small group involved in wanting this ad hoc committee will not believe any of the information that is once again gathered about this issue. I think that it is now up to them to show us how much the tax payers have "saved" in taxes since we closed the Public Works Dept. Let's not hold our breaths while we are waiting.

The PWD, along with the equipment involved, was dissolved in a hurry because of this small group of citizens. The Town Manager did not have the time to get the best value out of the equipment because he was forced to liquidate it ASAP. Having been involved in the sale of equipment for years, I can tell you from experience that this is not the way to get the best value for the equipment that you want to sell.

I am not in favor of an ad hoc committee to study (again) the closing of the Public Works Dept. The information is already available to whoever wants to see it. It is now time for the Select Board members who want this ad hoc committee to look up this information and actually read it. You're correct that this is nothing more than a witch hunt to get rid of the Town Manager. They need to stop piling on work and harassing the Town Manager and the office staff. They only need to look at their actions since July 1st 2013 to see why the office staff has been unionized. Never in the history of our town has this unionization been attempted. I agree with the Greg Durgin and Larry Dunn, who voted against this ad hoc committee idea.

The elephant has died and it should stay dead. If the information on the closing of the PWD is made public, the silent majority will pay attention this time, and will be very angry with what they see.

Sincerely, John Parent, concerned tax payer.

Stefan Pakulski

Subject: FW: Fwd: Issues Associated with Ad Hoc Committee

----- Original Message -----

Received: 06:57 PM EST, 03/08/2014

From: "Kathryn Mills Woodsum" <kmwoodsum@myfairpoint.net>

To: "Deb Doten," <dadoten57@aol.com>, andrews.l.tolman@maine.gov, durgie@roadrunner.com, selectboard.ld@ne.twcbc.com, selectboard.sr@ne.twcbc.com, John Parent <johnp@lacorteequipment.com>

Cc: jmpgmp@myfairpoint.net, michael.laberge@maine.gov, pjbarengo@yahoo.com, Stefan Pakulski <readfield.tmgr@roadrunner.com>, Robin Lint <readfield.clerk@roadrunner.com>, Teresa Shaw <readfield.finance@roadrunner.com>

Subject: Re: Fwd: Issues Associated with Ad Hoc Committee

Greetings to all. A BIG thank you to Deb and Pete for writing this letter. I can feel my blood pressure rising just reading this. The nonsense that is going on at the the SelectBoard level of our town government is deplorable and embarrassing. I wholeheartedly agree with everything said and am in favor of we, the so-called silent folks, speaking up and demanding answers from the current SelectBoard. They do not understand that they are to represent ALL of the folks in town. We need to join together and make our voices heard.

I would like to let you all know that I am organizing an "Appreciate Your Town Manager and Staff" campaign. I have supplies available and will be going around OUR town to promote folks letting our employees know they are appreciated. Please send me names of any folks whom I can approach. I would like to number in the hundreds and plaster the town office walls with our thanks and appreciation. If you would like any of the supplies I am glad to share with you to spread the work and gather more notes.

Please know that positive energy, thoughts and actions DO make a difference. Take good care all,
Kathryn

Kathryn Mills Woodsum or Steven D. Woodsum
685-9094
kmwoodsum@myfairpoint.net

Stefan Pakulski

Subject: FW: Fwd: Issues Associated with Ad Hoc Committee

From: John Parent [<mailto:johnp@lacorteequipment.com>]

Sent: Saturday, March 08, 2014 8:07 PM

To: Kathryn Mills Woodsum; Deb Doten,; andrews.l.tolman@maine.gov; durgie@roadrunner.com; selectboard.ld@ne.twcbc.com; selectboard.sr@ne.twcbc.com

Cc: jmpgmp@myfairpoint.net; michael.laberge@maine.gov; pjbarengo@yahoo.com; Stefan Pakulski; Robin Lint; Teresa Shaw

Subject: Re: Fwd: Issues Associated with Ad Hoc Committee

Kathryn,

My sentiments exactly. I think it's time that the present Select Board shows the tax payers of Readfield how much money we have saved by closing the Public Works Dept. This was the biggest injustice that I have witnessed perpetrated on the tax payers. It's time that someone shows us how much money we've saved.

See you on Thursday. John

Stefan Pakulski

From: Barbara Bright <bsquare@myfairpoint.net>
Sent: Sunday, March 09, 2014 5:19 PM
To: Sue Reay; Greg Durgin; Valerie; Allen Curtis; Larry Dunn
Cc: Deb Doten; Pete Davis; Stefan Pakulski; Robin Lint
Subject: Ad Hoc Committee

To: Readfield, Maine Select Board:

I am one of the 2300 voters in Readfield who trust the Town Manager and who believes that Readfield is lucky to have him as Town Manager along with the other exceptional town employees.

I support 100% the review and analysis that Deb and Pete provided in their March 7th email and would like to see the answers to the questions they raised. printed in the Messenger for the benefit of the whole town.

It appears to me that this Ad Hoc Committee is being formed because a majority of the Select Board don't like the answers that have been given in a number of audits and studies and obtained from various sources that are detailed in the Doten/Davis email. So if you don't like the answers that this proposed Ad Hoc Committee discovers are you going to advocate an *Ad Hoc Committee for the Ad Hoc Committee?*

It appears that the elephant has died, been buried and now you are beating a dead horse.

I would assume that the Select Board could find some positive work that would the Town forward instead of wasting time and money on a long dead issue.

Barbara Bright
PineTree Studio
163 North Road
Readfield, Maine 04355
207.685.9787

Stefan Pakulski

From: Kathryn Mills Woodsum <kmwoodsum@myfairpoint.net>
Sent: Monday, March 10, 2014 5:39 PM
To: suereay.selectboard.com@aol.com
Cc: Stefan Pakulski; P. Greg Durgin; Robin Lint
Subject: Ad hoc public works committee comments

Greetings. I want to have my comments heard that were sent to you last week please.

I know there are those folks in town who refuse to leave the past in the past and who are on a witch-hunt for Stefan's job. This is something that the select board can, and should, control so as not to further embarrass our town. This issue was put to rest previously and that can be verified by written and approved minutes of the select board.

The same folks who are now asking for this committee and another evaluation of the data are the same ones who were outspoken against evaluating the data in the first place. They saw no value in going over the data or preparing any reports because there was nothing to be gained in their opinion. The work was done and showed that from an auditing standpoint public works and contracting cost virtually the same for the time period examined. The vote was held. The Town dissolved the department as requested by the vote. We held meetings to try and let folks express their opinions and be able to move on. All those who attended agreed to do so. You were one of them. And now you have chosen to go back on your word. Shame on that.

Why is the select board authorizing this? What is the purpose? What is going to be gleaned from the information? How is that information going to be used? In other words, what possible positive objective can be met from this work? There is nothing to be gained. The department was abolished, the audit was completed, the annual audits have been completed, and everything was transparent. With no positive objective in mind, this is proof positive that this is just being done as harassment to the town employees. Is that the kind of select board you are chairing, one that allows this?

As a resident of this town I am asking for a full accounting of all time spent by all employees working on anything to do with this adhoc committee. I am also asking for a cost analysis detailing how much money has been spent on winter and summer road work, by season, since the public works department was abolished.

You know as well as I do that prior select boards did everything they could to present the data asked for by citizens, to execute the will of the voters, and to promote open communication. Unfortunately that open communication only just became open when the signatures were gathered and turned in asking the select board to not renew the town managers contract. Did these folks really think that the previous select boards didn't know that was what they were after? They were just never brave enough to say it. Allowing folks in town to talk down about previous boards is not going to serve you, the current select board, well.

Thank you for your time, Kathryn

Kathryn Mills Woodsum or Steven D. Woodsum
685-9094
kmwoodsum@myfairpoint.net

16. Other (if needed)

17. Public Communications

Members of the public may address the Select Board on any topic according to the Board's communication policy.

Executive Sessions – Following all other agenda items above, the Select Board will consider entering separate executive sessions to discuss a pending union petition and personnel matters.