

**Readfield Select Board  
Regular Meeting  
Agenda**

**May 5, 2014**

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

**Pledge of Allegiance**

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

**Communications – 30 minutes**

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

**Appointments/Reappointments – 10 minutes**

6. Election Warden: Ellen Blanchard  
Public Works ad hoc committee: Anita Buss and Raymond Renner  
Library Board of Trustees: Brenda Lake, Pam Mitchell, and Beverly Monsulick

**Unfinished Business:**

7. Non-disaster plan policy (second reading) – 5 minutes
8. Letters to residents – 20 minutes
9. Town Meeting Warrant, final draft – 10 minutes
10. Legal Services contract award consideration – 5 minutes

**New Business:**

11. FEMA resolution (Fayette example) – 5 minutes
12. Somerset PSAP contract – 5 minutes
13. Gile Hall brick repointing quotes – 5 minutes
14. Other (if needed)

**Public Communications – 15 minutes**

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

**Executive Session – update on union negotiations**

**Adjournment**

**#1**

**Minutes**

**Readfield Select Board**  
**Regular Meeting Minutes April 22, 2014 - Unapproved**

**Select Board members present:** Valarie Pomerleau, Greg Durgin, Larry Dunn, Sue Reay and Allen Curtis.  
**Others attending:** Shannon Gould (PEG TV), Teresa Shaw (Acting Town Manager), Peter Barengo, Thomas Dunham, Grace Keene, G. Marianne Perry, John Perry, Karen Peterson, Robin Lint (Town Clerk), Debora Doten, Peter Davis, Lorraine Wagner, John Parent and Sandra Rourke.

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

**(1) Minutes: Motion** by Ms. Pomerleau to approve the minutes of 04/07/2014 as amended, **second** Mr. Curtis; **vote** 5-0-0.

**Motion** by Mr. Durgin to approve the minutes of 04/15/2014 with additions, **second** Ms. Pomerleau; **vote** 5-0-0.

Mr. Durgin noted the town librarian was married.

**(2) Warrant:** Mr. Durgin reviewed the warrant. **Motion** by Mr. Durgin to approve warrant #23 in the amount of \$32,625.18, **second** Mrs. Reay; **vote** 5-0-0.

**(3) Select Board Communications:**

- Mrs. Reay noted she will not be in attendance at the meetings on 04/30/2014 and 05/05/2014. She also said the RSU vote date changed to 05/14/2014. The drug take back day will be held on 04/26/2014 from 10 am to 2 pm at the transfer station. She thanked Teresa Shaw for filling in for the town manager and thanked Ms. Pomerleau for the verbal judo comments.
- Mr. Dunn gave an update on the library building committee. They would like to be put on the agenda for 05/19/2014. They will also be meeting again next week.
- Mr. Curtis began a discussion regarding the options available for posting meeting videos online. He will research this further at the conference he will be attending in May. There was a continued discussion.

**Motion** by Mr. Durgin to authorize Mr. Curtis to look into getting more information for select board meetings out in alternative means as opposed to copying on disk and report back to the select board and to review policies to make sure they are being followed and bring the information back to the board, **second** Mr. Curtis; there was a discussion. **Vote** 4-1-0 (Mr. Dunn opposed).

**(4) Town Manager report:** Mrs. Reay gave a reminder about the Fayette joint meeting on 04/30/2014.

Mrs. Reay asked about former conversations regarding the rec. committee and ballfield upkeep. Mr. Durgin said he would have to review his notes but he believes the plan is for the rec. committee to take over the maintenance of it.

**(5) Boards, Committees, Commissions & Departments:** There were no comments. Mrs. Reay thanked the cemetery committee for their minutes.

It was noted the in RSU Superintendent's letter that the subsidy has increased to \$52,808.

**(6) Appointments/Reappointments:**

- **Motion** by Mr. Curtis to reappoint the following members based on the terms of the application for Michael Laberge, Peter Barengo, John Perry for the budget committee, **second** Mr. Dunn; **vote** 5-0-0.
- **Ad hoc public works committee:** Mrs. Reay referenced the appointments and procedures policy. It was noted it is posted on the website but not on the PEG station or posted downstairs. Mrs. Lint explained the timing process of posting. There was a discussion. Mrs. Lint will work on a location in the town office to post the openings. Mrs. Reay said would like a diversified group and said the board all agreed with this. Tom Dunham explained why he wanted to be on the committee.

**Motion** by Mr. Durgin to appoint Thomas Dunham the public works ad hoc committee for the duration of the committee session to look at public works accounting, **second** Ms. Pomerleau; **vote** 4-1-0 (Mrs. Reay opposed due to not following policy).

- Cemetery committee: There are two applications for one opening. Marianne Perry was in attendance but John Moran was not. Mrs. Perry explained why she would like to be on the committee. The board reviewed the chair's recommendations. Mr. Curtis said he would like to have a discussion with Mr. Moran.

**Motion** by Mr. Dunn to appoint Marianne Perry to the cemetery comm. for a term starting tonight for the remainder of Lee Hepfner's term, **second** Mr. Durgin; there was a discussion. John Parent recommends Marianne Perry for the position. Sandra Rourke said the Deputy Clerk told Mr. Moran he did not have to be in attendance because it was a reappointment. Karen Peterson asked what credentials Mr. Moran listed on his application. The board read them. She then asked what Marianne Perry's credentials were. The board read them. Mrs. Peterson said from her observations in working with Mrs. Perry she would be a positive contribution to the committee. **Vote** 3-2-0 (Mrs. Reay opposed due to not following policy, Mr. Curtis opposed because he feels Mr. Moran needs to be in attendance to defend his application).

**(7) Town Meeting Warrant Draft with Budget recommendations:**

- **Motion** by Mr. Dunn to approve the wording of the greeting in article 1 and article 2 as presented with the exception of June 12, 2013 to be changed to June 12 2014, **second** Mr. Curtis; **vote** 5-0-0.
- Article 3: **Motion** by Mr. Dunn for the wording 'shall the Town of Readfield raise and appropriate the sum of \$5,000 annually, beginning this year, to fund Readfield Heritage Days celebration being held every other year, beginning in 2015, and with maximum funding of \$1,000 from tax revenue.' This question is intended to determine the wishes of the voters in regard to the Heritage Days celebration. The amount of \$5,000 would be raised by taxation in 2014 if the question passes. It would still be necessary for the voters to approve future appropriations on an annual basis.' **Second** Mr. Curtis; **vote** 5-0-0.
- Article 4 **Motion** by Mr. Dunn as presented, **second** Mr. Curtis; **vote** 5-0-0.
- Article 5 **Motion** by Mr. Dunn as presented, **second** Mr. Curtis; **vote** 5-0-0.
- Article 6 **Motion** by Mr. Dunn as presented, **second** Mr. Curtis; **vote** 5-0-0.
- **Motion** by Mr. Dunn to include 'and ought to pass', **second** Mr. Curtis; amended to include 'for the above', **vote** on amendment 5-0-0; **Vote** on original motion 5-0-0.
- Article 7 **Motion** by Mr. Dunn as presented, **second** Mr. Curtis; there was a discussion. **Motion** by Mr. Dunn to make an amendment to include the note in italics, **second** Mr. Curtis; **vote** on amendment 5-0-0; **vote** on original motion 5-0-0.
- Article 8 **Motion** by Mr. Dunn as presented, **second** Mr. Curtis; **vote** 5-0-0.
- Article 9 **Motion** by Mr. Dunn as presented, **second** Mr. Curtis; **vote** 5-0-0.
- Article 10 **Motion** by Mr. Dunn as presented, **second** Mr. Curtis; **vote** 5-0-0.
- *General Government category*: **Motion** by Mr. Dunn to recommend \$451,020, **second** by Mr. Curtis; ; **vote** 2-3-0 (Mrs. Reay, Ms. Pomerleau and Mr. Curtis opposed). There was a discussion about changing the warrant into line item categories. **Motion** by Mr. Curtis that the category of general government be reduced for a total amount of \$441,910, **second** Mrs. Reay; there was a discussion. **Vote** 1-4-0 (Mr. Curtis was in favor). **Motion** by Mrs. Reay to recommend \$449,520 for the general budget category, **second** Mr. Durgin; **vote** 5-0-0.
- *Boards and Commissions category*: **Motion** by Mr. Dunn to recommend \$14,125, **second** Mr. Durgin. There was a discussion. Mr. Durgin called the question. **Vote** 3-2-0 (Ms. Pomerleau, Mr. Curtis opposed).
- *Town Buildings Operations & Maintenance category*: **Motion** by Mr. Dunn to recommend \$50,377, **second** Mr. Durgin; **vote** 5-0-0.
- *Community Services category*: **Motion** by Mr. Dunn to recommend \$54,864, **second** Mr. Curtis; **vote** 5-0-0.
- *Recreation, Parks & Activities category*: **Motion** by Mr. Dunn to recommend \$19,327, **second** M. Curtis; there was a discussion about removing heritage days. **Vote** 5-0-0.

- *Protection Department category*: **Motion** by Mr. Dunn to recommend \$137,342, **second** Mr. Curtis; there was a discussion. **Vote** 5-0-0.
- *Cemetery Department category*: **Motion** by Mr. Dunn to recommend \$31,003, **second** Mr. Curtis; There was a discussion regarding splitting the category into two articles - mowing \$15,693 and maintenance \$15,310. **Vote** 2-3-0 (Mrs. Reay, Ms. Pomerleau and Mr. Curtis opposed). Ms. Pomerleau said she voted no because she believes in line item budgets. Mrs. Reay explained her opinion that it would help town in future budgeting. Mr. Curtis is of the same opinion as Ms. Pomerleau. **Motion** by Ms. Pomerleau to do the cemetery department in two line items \$15,310 for maintenance, \$15,693 for mowing, **second** Mr. Curtis; there was a discussion. Ms. Pomerleau amended her motion to see what sum of money the town will raise and appropriate for the cemetery department for mowing \$15,693 and another line item to see what sum of money the town will raise and appropriate for cemetery department maintenance in the amount of \$15,310 with the unexpended balance to carry forward for both lines, **second** Mrs. Reay; there was a discussion. **Vote** on amendment 0-5-0. John Parent asked how the board would present this to the voters. **Motion** by Mrs. Reay to extend the meeting to 10 pm, **second** Mr. Durgin; **vote** 4-1-0 (Mr. Dunn opposed). **Motion** by Mrs. Reay for a new article to see what sum of money the town will raise and or appropriate for the cemetery department mowing category with the unexpended balance to carry forward, the select board recommends \$15,693, **second** Ms. Pomerleau; **vote** 3-2-0 (Mr. Durgin, Mr. Dunn opposed). **Motion** by Mrs. Reay for a new article to see what sum of money the town will vote to raise and or appropriate for the cemetery maintenance budget category with the unexpended balance to carry forward, the select board recommends \$15,310, **second** by Mr. Curtis; **vote** 3-2-0 (Mr. Durgin, Mr. Dunn opposed).

**Motion** by Mr. Durgin to take item #11 out of order, **second** Mr. Curtis; **vote** 5-0-0.

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

- Lorraine Wagner said she is a member of the cemetery committee and she feels that Marianne Perry and John Moran would both be a great asset. She wants Mr. Moran to be considered because she is resigning tonight from the cemetery committee. She would like Mr. Moran to be reconsidered. She asked if the appointments were advertised and was told it was put on the website, but not in the *Messenger* because Mr. Hepfner had just passed away. It was not advertised in other areas of the policy. She reiterated she wanted reconsideration for Mr. Moran. She also said she feels some of the other categories should be broken down by line items.
- *Roads & Drainage category*: **Motion** by Mr. Dunn to recommend \$567,294, **second** Mr. Durgin; there was a discussion about the summer roads carry forward. Mr. Dunn called the vote. **Vote** 3-2-0 (Ms. Pomerleau, Mr. Curtis opposed).
- *Cemetery Perpetual Care category* **Motion** by Mr. Dunn to recommend \$4,000 with the note included, **second** by Mr. Curtis; **vote** 5-0-0.
- *Capital Improvements category*: **Motion** by Mr. Dunn to recommend \$60,160 to include the note, **second** by Mr. Curtis; **vote** 5-0-0.
- *Solid Waste Department category*: **Motion** by Mr. Dunn to recommend \$253,185, **second** Mr. Curtis; **vote** 5-0-0.
- *Regional Assessments category*: **Motion** by Mr. Dunn to recommend \$331,620, to include the note, **second** Mr. Curtis; there was a discussion. **Vote** 3-2-0 (Mrs. Reay, Mr. Durgin opposed).
- *Debt Service category*: **Motion** by Mr. Dunn to recommend \$355,210, **second** Mr. Curtis; **vote** 5-0-0.
- *Readfield Blizzard Busters Snowmobile Club, Central Maine Area Agency on Aging/Cohen Center/Senior Spectrum, Kennebec Behavioral Health Agency, Family Violence Agency, Maranacook Lake and Torsey Pond Associations, Sexual Assault Agency and 30 Mile River Watershed Association categories*: **Motion** by Mr. Dunn to recommend per letter of request, **second** Mr. Curtis; **vote** 5-0-0.
- *Readfield Enterprise Fund category*: **Motion** by Mr. Dunn, with any balance to be carried forward, to recommend \$5,000 with the note included, **second** Mr. Curtis; **vote** 5-0-0.

- *Revaluation category*: **Motion** by Mr. Dunn to recommend \$5,000 with the note included, **second** Mr. Curtis; **vote** 5-0-0.
- *General Assistance category*: **Motion** by Mr. Dunn to recommend \$4,705, **second** Mr. Curtis; **vote** 5-0-0.
- *Estimated revenues to reduce the 2014 Tax Commitment category*: **Motion** by Mr. Dunn to recommend \$884,515; Mrs. Reay made an amendment to \$883,873, **second** Mr. Durgin; **vote** on amendment 5-0-0; **vote** on original motion 5-0-0.
- *Readfield Cemetery Trust Funds*: **Motion** by Mr. Dunn to suspend the reading and recommend \$1,400, **second** Mr. Curtis; **vote** 5-0-0.
- *Anticipated Overdrafts category*: **Motion** by Mr. Dunn to recommend as presented at town meeting, **second** Mr. Curtis; Mrs. Reay made an amendment to change the unassigned word, **second** by Mr. Dunn; **vote** on amendment 5-0-0, **vote** on original 5-0-0.
- *Unassigned Fund Balance to reduce the total tax commitment category*: **Motion** by Mr. Dunn to recommend \$150,000, **second** Mr. Durgin; there was a discussion. Mr. Dunn made an amendment to recommend \$100,000, **second** Mr. Durgin; **vote** on amendment 4-1-0 (Mr. Curtis opposed). **Vote** on original motion as amended 4-1-0 (Mr. Curtis opposed).
- *Property tax levy increase limit category*: **Motion** by Mr. Dunn to recommend at town meeting, **second** Mr. Curtis; **vote** 5-0-0.
- *Expenditure of revenues category*: **Motion** by Mr. Dunn to recommend as ought to pass, **second** Mr. Curtis; **vote** 5-0-0.
- *Increase any line item up to five percent (5%) category*: **Motion** by Mr. Dunn to recommend ought to pass, **second** Mr. Curtis; **vote** 5-0-0.
- *Authorize the Select Board to expend unexpended balance category*: **Motion** by Mr. Dunn to recommend as ought to pass, **second** Mr. Curtis; **vote** 4-1-0 (Mrs. Reay opposed).

**Motion** by Mr. Durgin to extend the meeting to 10:30 pm if need be, **second** Mr. Curtis; **vote** 3-2-0 (Mrs. Reay, Mr. Dunn opposed).

- *Authorize the Select Board to expend up to \$50,000 from the Unassigned Fund Balance category*: **Motion** by Mr. Dunn to recommend ought to pass, **second** Mr. Durgin; **vote** 3-2-0 (Mr. Curtis, Ms. Pomerleau opposed).
- *Authorize Municipal Officers in regard to tax acquired property category*: **Motion** by Mr. Dunn, **second** Mr. Curtis; **vote** 5-0-0.
- *Waiver of automatic foreclosure category*: **Motion** by Mr. Dunn to suspend the reading and recommend ought to pass, **second** Mr. Curtis; **vote** 5-0-0.
- *Authorize Municipal Officers to set miscellaneous fees category*: **Motion** by Mr. Dunn to recommend ought to pass, **second** Mr. Curtis; **vote** 5-0-0.
- *Acceptance of 2014 ATV and Trailer from the Readfield Fire Association category*: **Motion** by Mr. Dunn to recommend ought to pass, **second** Mr. Curtis; **vote** 5-0-0.
- *Inactive reserve accounts category*: **Motion** by Mr. Dunn to use Lee Bragg's notes as written and as read with the recommendation of ought to pass, **second** Mr. Curtis; **vote** 5-0-0.
- *Reserve account for East Readfield Cemetery category*: **Motion** by Mr. Dunn to use Lee Bragg's notes as written and as read with the recommendation of ought to pass, **second** Mr. Curtis; **vote** 5-0-0.
- *Amendment of the LUO category*: **Motion** by Mr. Dunn with the recommendation of ought to pass, **second** Mr. Curtis; **vote** 3-2-0 (Mrs. Reay, Ms. Pomerleau opposed-not enough information).

**(8) Public Hearing Schedule**: May 19, 2014 at 6 pm.

**(9) Non-disaster policy**: Mr. Durgin summarized the document which he and Lee Mank worked on. This is a first reading only.

**(10) Other:** Mrs. Reay distributed draft letters to the board to answer the questions asked previously by residents. There was a lengthy discussion.

Meeting adjourned at 10:20 pm.

Recorded by Deborah Nichols

**#2**

**Warrant  
Presented  
at Meeting**

**#3**

**Select Board**

### **3. Select Board communications**

David Bustin, Democratic candidate for Readfield's new Senate district, will attend the meeting to introduce himself to the Select Board during this item.

The Select Board may hear other communication items from Board members.

**#4**

**Town Manager**

#### 4. Town Manager

In addition to regular management duties since the previous Select Board meeting, please see updates on the following items:

**Joint meeting postponed** – This dinner meeting originally scheduled for April 30<sup>th</sup> will take place with the Select Boards from Readfield, Wayne, and Fayette hopefully in late May at the Fayette Elementary School. The boards will discuss regional issues such as: shared Town boundary lines and GIS mapping applications, the abolishment of the EPS School funding formula, possibilities for a future natural gas pipeline, FEMA's ice policy, community broadband and regional transportation. Local surveyor, Dan Harriman will attend to talk about Town boundary lines, and a representative from KVCOG will talk about GIS mapping. Fayette's Town Manager will provide a new meeting date.

**Trees work** – ATL Tree Service removed two large, mature pine trees from the right-of-way on Morrill Road in front of a residence. Three private vehicles had been destroyed in the same location by another pine tree that fell in a recent wind storm. The two trees that were removed presented possible hazards to the road and adjacent property.

**Town Meeting preparations** – The Town Clerk reports that all logistic arrangements have been made for the annual Town Meeting in June. The elections will be held at the polls upstairs in Gile Hall on June 10, 2014. The business or on-floor portion of the Town Meeting will be held at Readfield Elementary School at 6:00 PM on June 12, 2014. Ballots for elections will be available to absentee voters on May 12, 2014. The Town's annual report also will be printed and available at this time.

**Cattle escapes** – ACO Karen Peterson reports there were three calls on April 26<sup>th</sup> and April 28<sup>th</sup> for one cow escaping from Ed Munson's farm again. The cow trespassed onto adjacent properties and also into Main Street/Route 17. The ACO had assistance from a Deputy Sheriff in corralling the cow once, and also helped Mr. Munson to assess weak points in the fencing. Munson said he would fix the fence, but more escapes seem likely at this point, creating public safety hazards again on the road.

**Street light location options** – The Road Committee recently recommended that the Select Board could consider contracting with CMP to place a new street light at one of three possible locations: the intersection of Lane and P Ridge Roads, the intersection of Stanley Road (Rte. 135) and Main Street (Rte 17), or the intersection of Gorden Road (Rte 135) and Main Street (Rte 17). Town Meeting already authorized the Select Board to contract with CMP for a new street light. The decision of the site is up to the Select Board.

**EOP committee** – This committee will meet in the next few weeks to review the status of the emergency operations plan, and possible purchases to make in support of the EOP with the current approved budget.

**Next Select Board meeting agenda items** – The next agenda will include review of liquor license renewal applications for the Readfield Emporium and an annual event at Kents Hill School. The Select Board also will hold a quarterly performance review with the Town Manager, and there will be some guidance on this process

**Schedule** – The Town Manager will be away from the office May 14 – 16, 2014.

**#5**

**Boards,  
Committees,  
Commissions  
& Departments**

**#6**

# **Appointments**

**CERTIFICATE OF APPOINTMENT and OATH  
FOR THE TOWN OF READFIELD**  
(TITLE 30-A, M.R.S.A.ss2602)

**Appointment by the Select Board**

To Ellen Blanchard of Readfield, in the County of Kennebec and State of Maine: There being a vacancy in the  
Person's name  
position of Warden the Select Board of the Municipality of Readfield do, in accordance with the  
Position  
provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such  
appointment to be effective May 5, 2014 thru December 31, 2014.

Given under our hands this 5th, day of May 2014.

***Select Board of Readfield***

\_\_\_\_\_  
Sue Reay

\_\_\_\_\_  
Greg Durgin

\_\_\_\_\_  
Valerie Pomerleau

\_\_\_\_\_  
Allen Curtis

\_\_\_\_\_  
Larry Dunn

**TOWN OATH**

I, Robin L. Lint, hereby certify that Ellen Blanchard this day personally appeared before me and took  
Clerk's name Person's name  
the following oath:

I, Ellen Blanchard, do swear, that I will support the Constitution of the United States and of the State, so long as I shall  
Person's name  
continue a citizen thereof.

I, Ellen Blanchard, do swear, that I will faithfully discharge to the best of my abilities, the duties incumbent on me as  
Person's name

Warden according to the Constitution and laws of the State. So help me God.  
Position

Appointees signature: \_\_\_\_\_ Date: \_\_\_\_\_

Before me, \_\_\_\_\_, Clerk of Readfield

Date: \_\_\_\_\_, Time: \_\_\_\_\_

**STATE OF MAINE**

County of Kennebec

\_\_\_\_\_, 2014\_\_

Personally appeared the above named Ellen Blanchard who has been duly appointed by the Select Board to the  
person being sworn in  
position of Warden in said Municipality, and took the oath necessary to qualify him/her to discharge said duties for  
Position  
the term specified above according to law.

Before me, \_\_\_\_\_ Municipal Clerk  
Robin L. Lint

APR 21 2014

# 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:  1<sup>st</sup> time appointment  re-appointment

Which Board, Committee or Commission

are you applying for?

AC-HOC Public Works

Name: Anita H. Buss Phone (H): 685-4047

Street address: 225 Torsey Shore Rd Phone (C): 642-5200

Mailing address: PO Box 254 Readfield

E-Mail: anitahbuss@qahon.com

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

Resolving situations that have two sides using unbiased data.

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

Truthfully I would like to remove the big elephant from the divided town we called me home since I was ten and fought for my country

If you are currently employed, what is your position?

NA

APPLICATION FOR APPOINTMENT FOR:

Name: Anita Buss Position: Ad Hoc Committee Term: till Disolve

CLERK'S USE BEFORE THE APPOINTMENT

Open position: Public Works Informant Term: till Disolved

Was this position advertised? [X] Yes [ ] No If no, please explain:

Is there a recommendation attached? [ ] Yes [X] No If no, please explain:

by Volunteer NO Committee set up yet

CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment? [ ] Yes [ ] No If yes, what date:

Is an Oath appropriate: [ ] Yes [ ] No If yes, what date:

SELECT BOARD APPOINTMENT

To Anita Buss of Readfield, in the County of Kennebec and State of Maine: There being a position on the Adhoc Public Works Com we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

[ ] thru [ ] . Given under our hand this [ ] , day of [ ] , 2014.

Sue Reay

P. Greg Durgin

Lawrence Dunn

Valarie Pomerleau

Allen Curtis

# 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:  1<sup>st</sup> time appointment  re-appointment

Which Board, Committee or Commission

are you applying for?

Public Workers Adhoc Com.

Name: Raymond C Renner Phone (H): 685-9546

Street address: 83 Walker Rd. Phone (C): \_\_\_\_\_

Mailing address: Readfield MA 04255

E-Mail: rayrenner@gmail.com

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

Select. Engineer, wrote contracts, Administered contracts and maint. FAA, mil., CMP retired

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

To serve my community

If you are currently employed, what is your position?

Retired



# 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:  1<sup>st</sup> time appointment  re-appointment

Which Board, Committee or Commission

are you applying for?

LIBRARY BOARD

Name: BRENDA LAKE Phone (H): 685-3529

Street address: 78 TALKWOOD DRIVE Phone (C): 242-5996

Mailing address: " " " READFIELD

E-Mail: bbllake@gmail.com

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

24 years member of RC Library Board, 5 years as Chair.  
M.S. degree - 8 years high school librarian in Wintthrop  
25 years volunteering and substitute teaching in this school district.

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

I have enjoyed and continued to contribute to this Board over the years, and would like the opportunity to serve 3 more years!

If you are currently employed, what is your position?

RSU #38 substitute teacher in the libraries

APPLICATION FOR APPOINTMENT FOR:

Name: Brenda Lake Position Library Bd. of Trustees Term: 3 yr.

CLERK'S USE BEFORE THE APPOINTMENT

Open position Library Trustee Term: 6-30-2017

Was this position advertised?  Yes  No

If no please explain:

April 23 2014 To: Readfield Select Board From: Deborah Peale, Chair RCL

Dear Select Board members,

Is there a recommendation attached? yes →

I highly recommend the reappointment of Brenda Lake and Pam Mitchell to the Readfield community Library Board of Trustees.

Both women attend meetings regularly and contribute a vast amount of experience, time and effort to maintaining and improving library services.

CLERK'S USE Thank you for your consideration. Sincerely, Deborah Peale Chair Readfield Community Library

Chair has been notified of appointment?  Yes  No If yes what date:

Is an Oath appropriate:  Yes  No If yes what date:

SELECT BOARD APPOINTMENT

To Brenda Lake of Readfield, in the County of Kennebec and State of Maine: There being a position on the Library Bd. we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

7-1-2014 thru 6-30-2017. Given under our hand this 5, day of May, 2014.

Sue Reay

P. Greg Durgin

Lawrence Dunn

Valarie Pomerleau

Allen Curtis

# 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:  1<sup>st</sup> time appointment  re-appointment

Which Board, Committee or Commission  
are you applying for?

Library

Name: Pam Mitchell Phone (H): 685-3052

Street address: 987 Main Street Phone (C): 242-2068

Mailing address: 987 Main St, Readfield, ME 04355

E-Mail: prm313@gmail.com

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

I am a teacher, so I have experience with children's literature and am a contact between the library and elementary school.

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

I like to give something (my time) to my community and love to encourage reading!

If you are currently employed, what is your position?

Kindergarten teacher @ RES

APPLICATION FOR APPOINTMENT FOR:

Name: Pam Mitchell Position Library Board of Trustees Term: 3 year

CLERK'S USE BEFORE THE APPOINTMENT

Open position Board Trustee Term: 7-1-14 = 6-30-17

Was this position advertised?  Yes  No If no please explain: re-appointment

April 23 2014 To: Readfield Select Board From: Deborah Peale, Chair RCL

Dear Select Board members,

Is there a recommendation attached? yes I highly recommend the reappointment of Brenda Lake and Pam Mitchell to the Readfield community Library Board of Trustees.

Both women attend meetings regularly and contribute a vast amount of experience, time and effort to maintaining and improving library services.

Thank you for your consideration. Sincerely, Deborah Peale Chair Readfield Community Library

CLERK'S USE AFTER THE APPOINTMENT

Chair has been notified of appointment?  Yes  No If yes what date:

Is an Oath appropriate:  Yes  No If yes what date:

SELECT BOARD APPOINTMENT

To Pam Mitchell of Readfield, in the County of Kennebec and State of Maine: There being a position on the Library Board of Trustees we the Select Board of the Municipality of Readfield do, in accordance with the provisions of the laws of the State of Maine, hereby appoint you to said position within and for the Municipality of Readfield, such appointment to be effective:

7-1-14 thru 6-30-17. Given under our hand this 5, day of May, 2014.

Sue Reay P. Greg Durgin Lawrence Dunn

Valarie Pomerleau Allen Curtis

# 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:  1<sup>st</sup> time appointment  re-appointment

Which Board, Committee or Commission

are you applying for?

Library Board

Name: Beverly Monsulick Phone (H): 685-4353

Street address: 41 Walker Road Readfield Phone (C): 207-446-9989

Mailing address: PO Box 285 Kents Hill ME 04349

E-Mail: BJSS1976@gmail.com

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

Previous - office manager Kents Hill Lumber Co 37 years + experience with building materials and construction.  
Cross Country Rep for Awesome Bear Society - 8 years + involved with organizing societal events,  
Girl Scout Leader 4 years, Den Leader Boy Scouts - 4 years

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

I believe the library is a community asset and should continue for generations to come.

If you are currently employed, what is your position?

Currently - handle daily functions for our other corporations - paying bills, generating monthly reports for the accountant.



April 14, 2014

To: Select Board, Readfield Maine

From: Deborah Peale, Chair RCL

Dear Select Board Members,

We currently have one opening on the Library Board of Trustees. I highly recommend Beverly Monsulick for this opening.

As you know we lost our long time treasurer, Lee Hepfner. Lee set the standard for the treasury position. He prepared Sue Westlake for the job and she officially took over in the fall of 2013 with intentions of serving for several years. Due to unforeseen circumstances she will be resigning from the position in the fall of 2014. Beverly has agreed to assume the treasury position when Sue resigns. Appointing Beverly now will allow for a smooth transition in the fall.

Beverly will bring to the board many years of experience as office manager for Kents Hill Lumber Company, along with years of volunteer experience with various organizations and the schools.

Please keep any additional applications on file for when Sue Westlake steps down in the fall. Thank you.

Sincerely,

Deborah Peale

Chair, Readfield Community Library

**#7**

# **Non-disaster Plan**

## Non Emergency Operations Plan (EOP) Protocol

The policy for responding to Non EOP incidents shall mirror the initial Recovery Flowchart for the Town of Readfield's approved EOP protocol.

When a non-emergency incident occurs and is reported to the Readfield Fire Department Incident Command (I/C), the chief will notify appropriate agencies and the Readfield Town Manager.

At that point, a decision is made whether the incident is significant enough to warrant expanding the response to invoke the town's Emergency Operation Plan or to respond using regular emergency procedures.

**#8**

**Letters of residents**

## **8. Letters to residents**

Please see the attached letters (drafted by Sue Reay and Greg Durgin) to several residents in response to their messages to the Select Board concerning the creation of the ad hoc committee on Public Works. Sue Reay presented these draft versions at the meeting on April 22, 2014 and asked for input from the rest of the Board before sending final versions to the named residents.

Greg Durgin edited the versions of these letters for grammar and readability as of May 6, 2014. These are slight revisions from what was posted in the initial packet for this meeting. The earlier versions have been removed from the packet on the Town's website as well. The newly edited versions also will be sent electronically to the Board.

No further revisions will be posted prior to the meeting on May 5, 2014, but the Board could consider whether any further revisions or corrections are needed.

4/23/2014

Grace Keene

Re: Response to e-mail on Feb. 25, 2014

Grace,

Thank you for sharing your concerns and thoughts with the Select Board.

We hope that the Ad Hoc Committee is not a waste and the town will be able to move forward.

We do not promote wasting town resources in order to accomplish this goal. We voted to move forward on this knowing that statements have been made that all the documents currently exist so it should be only a matter of compiling them into a useful document that can be easily referenced.

The vote on this was a consensus vote by the board and we hope the people in the Town of Readfield will respect that decision and support the efforts of their elected officials.

Thank you for your interest in town affairs.

**Select Board of Readfield**

---

**Sue Reay, Chair**

---

**Greg Durgin, Vice-Chair**

---

**Lawrence Dunn**

---

**Valarie Pomerleau**

---

**Allen Curtis**

4/23/2014

Tom Dunham

Re: Response to e-mail on March 9, 2014

Tom,

Thank you for contacting us with your comments.

We are hoping, as stated multiple times that all of this documentation regarding public works currently exists and will not be a cost to the taxpayers.

This was a consensus vote by the board and we hope the people in the Town of Readfield will respect that decision and support the efforts of their elected officials.

On another note, although you are entitled to your own thoughts and opinions, we feel it is inappropriate for you to allege that we are cleaning up messes from previous boards. In the future, please refrain from these kinds of statements as they don't follow our Public Communications Policy.

Thank you for your interest in town affairs.

Select Board of Readfield

---

Sue Reay, Chair

---

Greg Durgin, Vice-Chair

---

Lawrence Dunn

---

Valarie Pomerleau

---

Allen Curtis

4/23/2014

**Barbara Bright**

**Re: Response to e-mail on March 9,2014**

Barbara,

Thank you for contacting us regarding your concerns.

We are unaware of any information that speaks on behalf of 2300 residents that you are referencing in your e-mail. If you could provide us this information it would be really helpful.

It is the hope of this board that by forming this ad hoc committee that we once and for all present documentation supporting the actual costs involved with the formation and subsequent disbanding of the Public Works Department. The current board does not plan on wasting time and or money on this issue. Every e-mail seems to state that all the documentation is done. We just need it provided as a packet to us.

The statement was made: This is going to put this to rest forever. As far as we are concerned, this will be the last effort on this issue.

The vote on this was a consensus vote by the Board and we hope the people in the Town of Readfield will respect that decision and support the efforts of their elected officials.

Thank you for your interest in town affairs.

**Select Board of Readfield**

---

**Sue Reay, Chair**

---

**Greg Durgin, Vice-Chair**

---

**Lawrence Dunn**

---

**Valarie Pomerleau**

---

**Allen Curtis**

4/23/2014

Kathryn Woodsum

Re: Response to e-mail on March 10, 2014

Kathryn,

Thank you for contacting us with your concerns.

By now you must know, until the packet came out, we were unaware of this e-mail. Sue's select board e-mail on AOL was only a temporary e-mail account for a short period of time, due to Time Warner Cable issues.

To reiterate, as we did in the previous response to you - as a former/current board member who worked on the public communications policy, we are disappointed that you would send out this type of email.

Public works final documentation verses estimated contracted services is all that the auditor provided. Actual data has never been comprised to our knowledge, so we can't agree with you at this point that they cost virtually the same.

And yes, Sue was on the healing committee and wanted this to be behind us. But as a previous board member, you know all too well that we can't control what citizens bring forth and want for information.

The positive outcome to this information hopefully will be that the residents will finally have actual documentation from the start to the finish of public works, not estimates. Moving forward, this information could be very helpful if the town wants to look into creating another public works department or another department of this magnitude in the future.

The information could show us how to better be prepared for future projects and examine what worked well and what didn't.

As with a separate citizen's email, it is very disturbing that the thought of having public works information compiled into a document is perceived as a witch hunt to get rid of the Town Manager. Are you insinuating that during this process information may be discovered that would imply that information may come out that didn't previously?

We know it is not possible to change all the perceptions people have as to why this information needs to be compiled but the main reason and the goal we hope to achieve is that in the future when someone might want to look into creating

another Public Works Department or a different department for the town, we would have this documentation showing what goes into creating a department, the things done well and the things we want to avoid doing the next time around.

Because you are a former select board/present budget committee member, we find your accusations that we are harassing town employees inaccurate. As you are well aware, such accusations and any facts to back them up should be presented through the proper channels so we can address them as a select board and take proper action taken so that it does not happen.

Sue, as the chair of a board of five, works with four other select board members who have their own individual thoughts and opinions. We all need to be able to agree or disagree at times.

You may put in a FOAA request for information you want per the FOAA policy. As long as the document exists, your requests will be fulfilled.

No matter how you look at it, 153 signatures were gathered in less than a week. The document clearly stated those residents did not support the renewing of the Town Manager's contract. As you know that contract was renewed by the select board. We feel it would be a grave injustice if we, as a board, do not take this seriously and do all we can to figure out and resolve issues residents have. This can only be accomplished if residents come forth and let us know what their reasoning was for signing.

Could you please present facts that substantiate your accusation – "letting folks talk down previous boards." We don't feel we have been remiss but will be diligent in observing for this type of behavior.

The vote on this was a consensus vote by the select board and we hope the people in the Town of Readfield will respect that decision and support the efforts of their elected officials.

Thank you for your interest in town affairs.

Select Board of Readfield

---

Sue Reay, Chair

---

Greg Durgin, Vice-Chair

---

Lawrence Dunn

---

Valarie Pomerleau

---

Allen Curtis

4/23/2014

John Parent

Re: Response to e-mail on March 8, 2014

John,

Thank you for contacting the select board with your thoughts and concerns.

Your letter states that all information is documented on the cost of closing public works. If that is the case, would you be willing to share what that is, because we, as a select board have not seen all this documentation?

If the equipment was dissolved in a hurry, it was not done per the voters directive. It is very disturbing that the thought of having public works information compiled into a document is perceived as a witch hunt to get rid of the town manager. Are you insinuating that during this process things may be discovered that would imply that information may come out that didn't previously?

For reference, below is the actual wording of the article that was voted at town meeting.

**QUESTION 2; 1. To abolish, in it's entirety, the current Public Works Department and appropriate zero (0) dollars for its funding. 2. To place for sale, ALL of the construction Equipment used by the Public Works Department, including Trucks, Plows, Graders, Sanders, etc: these items being offered by PRIVATE SALE, NOT AT AUCTION, to insure a higher selling price. The proceeds of all sales being used to satisfy any outstanding debts accrued to and by the Public Works Department.**

We know it is not possible to change all the perceptions people have as to why this information needs to be compiled but the main reason and the goal we hope to achieve is that in the future when someone wants to look into creating another Public Works Department or a different department for the town, we would have this documentation showing what goes into creating a department, the things done well and the things we want to avoid doing the next time around.

We do not believe we are piling work onto the town manager and staff or harassing them.

As the current Chair of the Budget Committee, we find your accusations somewhat disturbing and we would like to see specific facts you have in making them.

Whether the department saved or cost us money, we all want to know. Actual documentation, not estimates will serve the town better in the future.

Thank you for your interest in town affairs and your continued service on committees. Involvement of residents is what makes this town what it is today.

### Select Board of Readfield

\_\_\_\_\_  
Sue Reay, Chair

\_\_\_\_\_  
Greg Durgin, Vice-Chair

\_\_\_\_\_  
Lawrence Dunn

\_\_\_\_\_  
Valarie Pomerleau

\_\_\_\_\_  
Allen Curtis

4/23/2014

Deb & Pete

Re: Response to e-mail on March 7, 2014

Deb Doten & Pete Davis,

Thank you for sharing your concerns and questions with the select board. Below, we have tried to answer everything we could.

We do not intend for the directives that will be provided to the Ad Hoc Committee to be a loosely described document of gathering the information needed. We hope the committee will provide us documentation that will be clear and concise.

**Issue 1**

Because they are the "projected costs" and "assumptions" in the Independent Accountants' Report and was written before the actual closing of the public works, we feel that it has no actual documentation in what it cost to close the department. It will be interesting to see how close the projected costs compare to the actual costs.

We assume Sue is the current select board member that you refer to in your e-mail. Please show us any documentation you may have that shows that she personally stated she was pleased with the audit.

We are unaware of any directive from anyone that put a rush on the sale of the equipment – in fact the article that was voted on regarding this was pretty clear :

**QUESTION 2; 1. "To abolish, in it's entirety, the current Public Works Department and appropriate zero (0) dollars for its funding. 2. To place for sale, ALL of the construction Equipment used by the Public Works Department, including Trucks, Plows, Graders, Sanders, etc: these items being offered by PRIVATE SALE, NOT AT AUCTION, to insure a higher selling price. The proceeds of all sales being used to satisfy any outstanding debts accrued to and by the Public Works Department."**

We are unaware of any directive that could be misinterpreted as forcing the town into selling equipment at a loss of equity to the taxpayers.

We understand that your interpretation of the audit is that it was objective but as you also state it is only an "estimated assumption". As stated above it was done prior to the closing of the department so it was lacking what the "actual" costs were. The date the audit was presented was August 23, 2011, just for reference purposes, as this was completed prior to the towns audit that was received the following April.

The town did spend \$ 250,000.00 of unassigned fund reserve, per Article 42 in the 2012 warrant to reduce the total tax commitment.

In the 2012 warrant, Article # 20 we did use \$ 150,000.00 of carry forward money from the road budget to offset the proposed budget. Without having the audit in front of us, we can not state exactly how much of this was actually from public works savings. We hope to get back to you on that information in the future, either when the Ad Hoc Committee is finished or if the Select Board has time to look into it.

Have you spoken to Mr. Perkins to see if he had actually ever been sent the answers to his email questions? If he did then the information he received would be very helpful to us. All that the email you reference confirms is that the town manager had directed the employees to complete this but that they had several things to do. Until Mr. Perkins can confirm this himself we do not feel comfortable assuming it was done.

We understand that the assumption is that closing public works cost the town a considerable amount of money. That amount differs depending on who you talk to or which articles you read . There is no actual documentation showing this to be true. It is always beneficial to deal with actual costs so no one assumes anything.

Questions that have been asked since 2011 over and over again and each time they have been answered, however, some residents perceive the information as incomplete. If this committee can create a complete document that wraps it up in a format that is easily accessible or understandable, we feel that it will close this issue out.

Yes, costs of public works have been explained several times to residents as to where this information is. Each select board meeting has one select board member review the warrant in complete detail to see exactly what was paid and to whom. The full details of each warrant are at the town office and available for public viewing. The public can request a copy of these warrants and this board will make copies available at future meetings. How cost effective is it to have to look at years of warrant information and then have to request the actual

invoices to clarify what was actually paid and then compare them with one of audits.

Would it not be more efficient to combine all of these into one document so that in the future when someone wants to look into creating another Public Works Department or a different department for the town, we would have this documentation showing what goes into creating a department, the things done well, and the things the town should avoid doing the next time around?

### **Issue 2-**

We think there is confusion on the definition of minority versus majority but to the select board's knowledge, no FOAA requests ever asked for the Town Manager's job or to make employment difficult for any employee. We have no hidden agenda to remove the town manager from his job.

We believe the select board has been open and transparent to the public. We have tried to get involvement by residents through the PEG station, the website, and the Messenger.

We are unaware of any information that exists speaking on behalf of 2300 residents. We are sure the town manager and Select Board would be very pleased to see this. Additional thoughts and input by residents are always welcomed by the select board.

The town office does have a copy of the 153 signatures regarding not renewing the town manager's contract and you can look at these or request them through an FOAA request as it is a public document.

### **Issue 3**

The select board has not added extra tasks for employees. The select board makes any requests they might need through the town manager and he decides if they are reasonable requests and can be fulfilled with minimum disruption to their work schedule. As far as the town manager, we give him directives to fulfill according to his job description and several of the tasks he is asked to do have been fulfilled with help from this select board whenever necessary.

As far as inappropriate behavior by select board members in the town office, we have not witnessed this nor been made aware of it.

We do not believe the employees are working in an insecure nor toxic environment.

Per the Select Board Roles and Responsibilities, we are to look at all policies annually. Changes made to several policies over the years never got incorporated into the documents. It took many hours of researching the last five years of minutes on the website to find and note all these changes so the policies could be updated. All this research was done by a current select board member – not a town employee – to make sure we have correct and current policies to rely on. Going forward, we hope any changes/additions to policies will be incorporated in the documents when completed.

Decisions and actions taken by the current board are no different than what any other board has done. Each board has a different make-up of individuals who might see things differently, but the goal should be the same : to make sure the best interests of the Town and its residents are continually being addressed in the most efficient and respectful manner possible.

Anything to do with possible unionization at this point is confidential information.

#### **Issue 4**

The Public Works Ad Hoc Committees' goal will be to compile all they can at hopefully very little cost or extra work for the current employees. Since all the documents already exist, it should be only a matter of compiling them into a useful document that can be easily referenced.

A majority, not minority, of voters is what closed public works.

We have not seen any documentation to show that the mil rate increased due to the shutdown of public works.

As previously noted with the "Independent Accountants' report, it is not productive to "estimate" what costs might have been.

The residents will always have the final say on any issue. The goal is that when the Ad Hoc committee is done all the information that is compiled will answer the questions that have been raised in the past as well as any that might arise in the future. The final documents compiled shall be kept for future use by current and future town officials.

We understand that you might believe it will be an expensive report. The public works Ad Hoc Committee will do everything they can to keep expenses down. Volunteers will be working on it and all the documentation is there in one form or another so it should be just a matter of compiling it.

4/23/2014

**John Parent**

**Response to e-mail of: April 2, 2014**

John,

Thank you again for sharing thoughts with the select board. Below is the comment we reference in your e-mail.

" It has been brought to my attention that "SOME" select board members want to have the Cemetery Budget voted on in a line item process because Sue has received some calls from some citizens that they don't understand the cemetery budget. REALLY? They understand the remainder of the town budget, but not the cemetery budget??? I think I smell a skunk in the wood pile. "

We feel that this is very inappropriate wording for you to be using and uncalled for as a committee member that represents the town.

The vote on this was a consensus vote by the Select Board and we hope the people in the Town of Readfield will respect that decision and support the efforts of their elected officials.

Thank you for your interest in town affairs.

Select Board of Readfield

---

Sue Reay, Chair

---

Greg Durgin, Vice-Chair

---

Lawrence Dunn

---

Valarie Pomerleau

---

Allen Curtis

4/7/2014

**Kathryn Woodsum**

**Re: Response to e-mail on March 8, 2014**

Kathryn,

Thank you for contacting the select board with your concerns and comments.

As a former select board member, and one who worked on the public communications policy, we are disappointed that you would send out this type of email.

Obviously, this board disagrees with your assessment of this board as deplorable and embarrassing. No matter what our thoughts might have been about other boards or members, we would never make such a statement like this.

We do understand that we represent all residents of this town. If you read the April Messenger under the Chair's article, Sue addressed your comments concerning the lack of this select board not appreciating or being thankful of our town employees under the Chair's article.

The vote on this was a consensus vote by the Board and we hope the people in the Town of Readfield will respect that decision and support the efforts of their elected officials.

Thank you for your interest in town affairs.

Select Board of Readfield

---

Sue Reay, Chair

---

Greg Durgin, Vice-Chair

---

Lawrence Dunn

---

Valarie Pomerleau

---

Allen Curtis

**#9**

# **Town Meeting Warrant**

## 9. Town Meeting Warrant, final draft

Please see the attached final draft version of the 2014 Annual Town Meeting Warrant. If approved tonight, the Select Board could sign a clean copy at the meeting. This could then be published in the Annual Report in the next two weeks.

There are some changes in this version compared to what the Select Board viewed on April 22, 2014. Notably, the Cemetery budget category is now divided into two separate questions, as article #17 for mowing and article #18 for maintenance, per the Select Board vote. The Budget Committee reviewed these two articles on April 24, 2014 and made new recommendations for each article, instead of one recommendation for the previous article.

Another change is a removal of a long-used article that was questioned last year. The Select Board reviewed this on April 22, 2014 as:

***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.

The Town's legal counsel, Lee Bragg wrote to the Town Manager: "I do recommend that the "non-lapsing" article be removed from the warrant, and I assume that the (Town's) auditor would offer the same recommendation. I see it as a vote to prevent account balances from lapsing. It seems to establish a perpetual carry-forward arrangement. I believe most auditors would say that this is a poor practice because it makes it difficult for the town meeting to know how much money might already have been appropriated and unspent in a budget category in a prior year, and therefore might still be available to supplement a new appropriation. Budgeting is about establishing specific expenditure amounts in various categories for the upcoming year, and accurate budgeting is all the more difficult when random amounts are being carried forward. This is the reason for the general rule that account balances lapse at the end of the budget cycle.

Non-lapsing accounts can be useful and appropriate in some situations. I recall that the Conservation Commission's request that all money appropriated for its purposes be non-lapsing. In this situation, the town meeting would essentially be adding money from time to time to supplement a reserve account for the use of the CC with approval from the Select Board."

Based on these changes, the Select Board could consider approving and signing the 2014 Annual Town Meeting Warrant as presented tonight.

# *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 10, 2014, at 8:00 o'clock AM to act on Article 1 by written ballot and on Articles 2 and 3 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 12, 2014, at 6:00 o'clock PM. The meeting will reconvene at the Readfield Elementary School Auditorium in said Town on Thursday, June 12, 2014, at 6:00 o'clock PM; then and there to act on Articles 4 through 49 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, §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.** Shall the Town of Readfield raise and appropriate the sum of \$5,000 annually, beginning this year, to fund Readfield Heritage Days, with the Heritage Days celebration being held every other year, beginning in 2015, and with maximum funding of \$10,000 from tax revenue?

*(Note: This question is intended to determine the wishes of the voters in regard to the Heritage Days celebration. The amount of \$5,000 would be raised by taxation in 2014 if the question passes. It would still be necessary for the voters to approve future appropriations on an annual basis.)*

**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 4% 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 0.5% (1/2%) from the date of overpayment, on any taxes paid and later abated pursuant to Title 36 MRSA, § 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, § 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: \$296,129

Budget Committee Recommends: \$296,629

**Insurance**

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

Select Board Recommends: \$21,250

Budget Committee Recommends: \$21,250

**Office Equipment**

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

Select Board Recommends: \$3,955

Budget Committee Recommends: \$3,955

**Assessing**

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

Select Board Recommends: \$31,975

Budget Committee Recommends: \$31,975

**CEO/LPI/BI**

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

Select Board Recommends: \$21,745

Budget Committee Recommends: \$21,745

**Town Boundaries**

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

Select Board Recommends: \$1,000

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: \$70,466

Budget Committee Recommends: \$70,466

**Grant Writing/Planning Services**

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

Select Board Recommends: \$2,500

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: \$1,500

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: \$450,520**

**Budget Committee Recommends: \$450,520**

**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: \$607

Budget Committee Recommends: \$607

**Conservation Commission**

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

Select Board Recommends: \$5,760

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: \$2,773

Budget Committee Recommends: \$2,773

**Trails Committee**

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

Select Board Recommends: \$4,985

Budget Committee Recommends: \$4,985

**Total Boards and Commissions Category**

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

Select Board Recommends: \$14,125

Budget Committee Recommends: \$14,125

**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: \$10,980

Budget Committee Recommends: \$10,980

**Asa Gile Hall** (Town Office Building)

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

Select Board Recommends: \$21,818

Budget Committee Recommends: \$21,818

**Library Building**

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

Select Board Recommends: \$16,079

Budget Committee Recommends: \$16,079

(Note: \$11,000 from Library Building Capital carry forward.)

**Maintenance Building**

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

Select Board Recommends: \$1,500

Budget Committee Recommends: \$1,500

**Total Town Buildings Operations & Maintenance Category**

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

Select Board Recommends: \$50,377

Budget Committee Recommends: \$50,377

**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: \$16,040

Budget Committee Recommends: \$16,040

**Kennebec Land Trust**

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

Select Board Recommends: \$250

Budget Committee Recommends: \$250

**Library Services**

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

Select Board Recommends: \$26,159

Budget Committee Recommends: \$26,159

(Note: This is a carry forward account.)

**Readfield TV**

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

Select Board Recommends: \$6,165

Budget Committee Recommends: \$6,165

(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: \$6,000

Budget Committee Recommends: \$6,000

**Maranacook Lake Dam**

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

Select Board Recommends: \$250

Budget Committee Recommends: \$250

**Total Community Services Category**

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

**Select Board Recommends: \$54,864**

**Budget Committee Recommends: \$ 54,864**

**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: \$9,099

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: \$9,922

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: \$0

Budget Committee Recommends: \$0

**Readfield Community Park**

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

Select Board Recommends: \$306

Budget Committee Recommends: \$306

**Total Recreation, Parks & Activities Category**

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

**Select Board Recommends: \$19,327**

**Budget Committee Recommends: \$19,327**

**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: \$78,815

Budget Committee Recommends: \$78,815

*(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: \$5,000

Budget Committee Recommends: \$5,000

**Ambulance Service**

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

Select Board Recommends: \$20,600

Budget Committee Recommends: \$20,600

**Waterholes**

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

Select Board Recommends: \$500

Budget Committee Recommends: \$500

**Tower Sights**

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

Select Board Recommends: \$1,500

Budget Committee Recommends: \$1,500

**Dispatching**

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

Select Board Recommends: \$26,302

Budget Committee Recommends: \$26,302

**Annual Physicals**

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

Select Board Recommends: \$125

Budget Committee Recommends: \$125

*(Note: from carry forward)*

**Personal Protective Gear Replacement**

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

Select Board Recommends: \$2,000

Budget Committee Recommends: \$2,000

**Emergency Operations Plan**

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

Select Board Recommends: \$2,500

Budget Committee Recommends: \$2,500

**Total Protection Department Category**

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

**Select Board Recommends: \$137,342**

**Budget Committee Recommends: \$137,342**

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

**Select Board Recommends: \$15,693**

**Budget Committee Recommends: \$0**

**Article 18.** To see what sum of money the Town will vote to raise and/or appropriate for the *Cemetery Maintenance* budget category with the unexpended balance to carry forward.

**Select Board Recommends: \$15,310**

**Budget Committee Recommends: \$31,003**

**Article 19.** 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: \$290,950

Budget Committee Recommends: \$290,950

*(Note: \$38,000 from carry forward)*

**Road Reconstruction**

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

Select Board Recommends: \$7,500

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: \$255,940

Budget Committee Recommends: \$255,940

**Vehicles Maintenance**

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

Select Board Recommends: \$10,400

Budget Committee Recommends: \$10,400

**Interlocal Work**

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

Select Board Recommends: \$2,504

Budget Committee Recommends: \$2,504

**Total Roads & Drainage Category**

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

**Select Board Recommends: \$567,294**

**Budget Committee Recommends: \$567,294**

**Article 20.** 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: \$4,000**  
**Budget Committee Recommends: \$4,000**  
(Note: \$4,000 from Perpetual Care Trust Funds)

**Article 21.** 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.

**Asa Gile Hall (Town Office)**  
Spent 2012-13 \$23,027 Approved 2013-14 \$30,000  
Select Board Recommends: \$3,500  
Budget Committee Recommends: \$3,500

**Fairgrounds Athletic Fields**  
Spent 2012-13 \$864 Approved 2013-14 \$50,000  
Select Board Recommends: \$31,160  
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: \$10,000  
Budget Committee Recommends: \$10,000  
(Note: \$1,680 from carry forward account)

**Transfer Station**  
Spent 2012-13 \$18,789 Approved 2013-14 \$8,500  
Select Board Recommends: \$2,000  
Budget Committee Recommends: \$2,000

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

**Total Capital Improvements Category**  
Spent 2012-13 \$42,680 Approved 2013-14 \$90,900  
**Select Board Recommends: \$60,160**  
**Budget Committee Recommends: \$60,160**  
(Note: The unexpended balances in these accounts are non-lapsing carry forwards.)

**Article 22.** 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: \$250,585  
Budget Committee Recommends: \$250,585  
(Note: Total expenses for the Transfer Station are proposed at \$250,585 and will be reduced by estimated revenues of \$37,600, leaving a net cost of \$212,985. Half of the total net cost will be Readfield's share: \$106,492.50. Wayne pays the other half.)

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

**Total Solid Waste Department Category**  
Spent 2013-14 \$225,308 Approved 2012-13 \$257,256  
**Select Board Recommends: \$253,185**  
**Budget Committee Recommends: \$253,185**

**Article 23.** 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: \$18,877  
Budget Committee Recommends: \$18,877

**Kennebec County Tax**

Spent 2012-13 \$268,743 Approved 2013-14 \$276,805

Select Board Recommends: \$282,293

Budget Committee Recommends: \$282,293

(Note: includes 3<sup>rd</sup> 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: \$4,345

Budget Committee Recommends: \$4,345

**First Park**

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

Select Board Recommends: \$26,105

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: \$331,620

Budget Committee Recommends: \$331,620

(Note: county tax still an estimate, pending county vote)

**Article 24.** 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: \$34,721

Budget Committee Recommends: \$34,721

**Road & Bridge Bond 2013**

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

Select Board Recommends: \$109,117

Budget Committee Recommends: \$109,117

**Road & Bridge Bond 2004**

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

Select Board Recommends: \$30,547

Budget Committee Recommends: \$30,547

**Road & Bridge Bond 2008**

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

Select Board Recommends: \$180,825

Budget Committee Recommends: \$ 180,825

**Total Debt Service Category**

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

Select Board Recommends: \$355,210

Budget Committee Recommends: \$355,210

**Article 25.** 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 26.** 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 27.** 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 28.** 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 \$0      Approved 2012-13 \$0

**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 \$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 30.** 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 31.** 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 32.** 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 \$0      Approved 2013-14 \$125,000

**Select Board Recommends: \$5,000**

**Budget Committee Recommends: \$5,000**

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

**Article 33.** 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: \$5,000**

**Budget Committee Recommends: \$5,000**

*(Note: Reserve non-lapsing account)*

**Article 34.** 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: \$4,705**

**Budget Committee Recommends: \$4,705**

**Article 35.** To see if the Town will appropriate the following estimated revenues to *reduce the 2014 Tax Commitment*:

	<b>2014 Budget</b>
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	\$144,092
First Park	\$ 9,500
Snowmobile (State reimbursements)	\$ 1,231
General Assistance (State reimbursements)	\$ 2,100
<b>Total</b>	<b>\$883,873</b>

**Select Board Recommends: \$883,873**

**Budget Committee Recommends: \$883,873**

**Article 36.** 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 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 (donated)	\$200.00
McKinnon/Lawler	\$200.00
Hepfner, Leopold	\$400.00
Mott, Carolyn	\$400.00
<b>Total:</b>	<b>\$1,400.00</b>

**Select Board Recommends: Ought to Pass**

**Article 37.** To see if the Town will vote to appropriate from the Unassigned Fund Balance an amount to cover **anticipated overdrafts** in the following accounts: *(expecting Heritage Days \$455, and probably others)*

Spent 2012-13 \$36,664 Approved 2013-14 \$

**Select Board Recommends: At Town Meeting**

**Article 38.** 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: \$100,000**

**Budget Committee Recommends: \$100,000**

**Article 39.** To see if the Town will vote to increase the **property tax levy increase limit** of **\$1,252,194** 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 40.** 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 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 accept a 2014 ATV and Trailer from the Readfield Fire Association.

**Select Board Recommends: Ought to Pass**

Article 47. Shall the following reserve accounts be closed due to their purpose having been accomplished and/or their status having become inactive, with all balances lapsing into the unassigned funds account?

Gardiner Savings Building:	\$3,876
Playground:	\$1,095
PW Capital Building:	\$4,500
Reflections:	\$1,041

**Select Board Recommends: Ought to Pass**

**Budget Committee Recommends: Ought to Pass**

Article 48. Shall the Town establish the East Readfield Cemetery Reserve Account for the purpose of holding past and future donations that have been given to the Town for the purpose of creating a "living fence" of plants and shrubs to honor the memory of Audrey Luce?

**Select Board Recommends: Ought to Pass**

Article 49. To see if the Town will vote to amend the *Land Use Ordinance* of the Town of Readfield, Maine adopted in June 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 \_\_\_\_\_  
Sue Reay, Chair P. Greg Durgin, Vice Chair

\_\_\_\_\_ Date \_\_\_\_\_  
Allen Curtis Lawrence Dunn

\_\_\_\_\_ Date \_\_\_\_\_  
Valarie Pomerleau

**#10**

**Legal Services**

**contract**

## **10. Legal Services contract award consideration**

The Select Board received proposals in response to a Legal Services RFP and still has two firms under consideration: PretiFlaherty and Bernstein Shur.

The Select Board could consider whether to award a contract to either of these firms based on the received responses. The Board also could seek any additional information or postpone a decision to a future meeting. Select Board Chair, Sue Reay noted in a message to the Town Manager on April 23, 2014 that the Select Board could decide whether to consider a contract award at this time, although she still has performance concerns she would like to discuss with Bernstein Shur, the Town's current legal counsel.

Lee Bragg from Bernstein Shur has said he would welcome a chance to meet with the Select Board to discuss any concerns or questions. Stephen Langsdorf from PretiFlaherty is also willing to meet with the Board if desired to discuss his firm's proposal.

**#11**

**FEMA Resolution**

## **11. FEMA resolution (Fayette example)**

Please see the attached draft resolution based on a version initiated and approved by the Town of Fayette. Similar resolutions based on Fayette's example have been approved now by many communities across the state, urging FEMA to improve its policy regarding the definition of a severe winter storm to include the conditions caused by the ice storm in December 2013.

This will not affect FEMA's decision regarding any reimbursements for costs due to the December 2013 ice storm, but could help change the policy for future events.

**A  
RESOLUTION  
of the  
SELECT BOARD  
Town of Readfield, Maine**

WHEREAS, The Town of Readfield in the County of Kennebec and State of Maine has been recognized by representatives of the Kennebec Emergency Management Agency KEMA and Maine Emergency Management Agency MEMA as having experienced extraordinary costly ice storm impacts to its road infrastructure as the result of the unabated winter storms that occurred during the period of December 21<sup>st</sup>, 2013 thru January 1st 2014

AND WHEREAS Governor LePage of the State of Maine submitted a request for disaster assistance to the Federal Emergency Management Agency FEMA that would serve to support municipal and state depleted winter maintenance funding for emergency winter road maintenance and repair

AND WHEREAS The Federal Emergency Management Agency FEMA denied said request after designating road treatment costs as ineligible based on FEMA Snow Assistance and Severe Winter Storm Policy 9523.1 that excludes sand, salt and snow and ice road treatment expenditures, unless there is record or near-record snowfall

AND WHEREAS The FEMA definition of a severe winter storm means an event that occurs during the winter season and includes one or more of the following conditions: snow, ice, high winds, blizzard conditions and other wintry conditions and that causes substantial physical damages or loss to property where Municipal and State governments demonstrate that the capabilities to effectively respond to the event are or will be exceeded

AND WHEREAS the Town disagrees with FEMA's interpretation of this policy application of Policy 9523.1 to ice storms and advocates for an "ice storm" policy addendum, and that this policy is to be effective for the requested dates December 21, 2103 thru January 1, 2014.

AND WHEREAS the original, understandable, intent of FEMA Policy 9523.1 is that northern States such as Maine which are equipped for and budget for winter snowstorms should have to meet a very high standard to have a snowstorm qualify as a disaster. However, an ice storm with prolonged power outages in freezing conditions poses a more extreme threat to public safety in a northern than in a southern state where temperatures are likely to quickly moderate. Therefore the application of Policy 9523.1 to ice storms has unintended negative consequences for northern states

AND WHEREAS FEMA policy in other types of disasters, such as floods or hurricanes, is that maintenance of all roads during and after the event for the purpose of emergency vehicle access is eligible for disaster assistance. In freezing temperatures, roads must be treated with sand and salt in order to carry out the emergency function of power restoration. Therefore Policy 9523.1 is actually in conflict with other FEMA policies

BE IT THEREFORE RESOLVED that the Readfield Select Board expresses its great support for the Maine Emergency Management Agency, MEMA in its advocacy for an amendment to the FEMA storm policy

BE IT FURTHER RESOLVED That the Readfield Select Board will exercise its appointed authority to engage other Maine municipalities in a united effort to bring national attention to the extent necessary and put on notice, our Congressional representatives that the ice storm damage experienced in these communities are very real and are worthy of their support and attention.

IN WITNESS WHEREOF, We have hereunto set our hands and caused the Seal of the Town of Readfield, Maine to be affixed at Readfield, Maine this 5<sup>th</sup> day of May, 2014.

Readfield Select Board of the Town of Readfield, Maine:

\_\_\_\_\_  
Sue Reay, Chair

\_\_\_\_\_  
P. Greg Durgin, Vice Chair

\_\_\_\_\_  
Allen Curtis

\_\_\_\_\_  
Lawrence Dunn

\_\_\_\_\_  
Valarie Pomerleau

**#12**

**Somerset PSAP**

**contract**

## **12. Somerset PSAP contract**

Please see the attached two-year contract with Somerset County to continue Public Safety Answering Point (PSAP) services.

Fire Chief Lee Mank recommends that the Select Board approve this contract as it is the only option currently available to Readfield. For next year (first year of the contract) there would be no change in the rate charged to the Town. For the second year of the contract, there would be a 5% increase in the rate.

During the second year of the new contract, the Town should explore other options if available. For example, the Regional Communications Center (RCC) at the Department of Public Safety in Augusta will be in position to consider accepting additional towns at that time. This could provide a competitive alternative to Somerset County.



## SOMERSET COUNTY COMMUNICATIONS CENTER

8 County Drive  
Skowhegan, Maine 04976

Phone: 207-474-6386  
Fax: 207-474-0879  
www.SomersetCounty-ME.org

Michael T. Smith - Director  
Email: [mike.smith@somersetcounty-me.org](mailto:mike.smith@somersetcounty-me.org)

April 7, 2014

Town of Readfield  
8 Kents Hill Rd  
Readfield, ME 04335

RECEIVED \_\_\_\_\_

APR 11 2014

Good Morning,

Enclosed you will find two (2) copies of the FY15/FY16 Public Safety Answering Point (PSAP) contract between Somerset County Communications and your Municipality. The contract has been modified to establish a 2 year contract period in place of the 1 year contract that we have historically signed. We have held the same per capita rate in the first year of the contract, but have increased the rate by 5% in the second year. This will allow you to plan in advance of your budget process what the cost will be for the contract year of July 1, 2015 thru June 30, 2016. This is the first increase since 2010 and results in between a \$.06 and \$.10 increase per capita, dependent on the level of service provided, in the second year of the contract. The rates for service are based on the 2010 Census numbers for population.

I have signed both copies of the contract. Please sign one (1) copy of the contract and return to me in the self-addressed envelope.

I look forward to another very successful year in providing 9-1-1 services to the residents and visitors to your Municipality.

If you have any questions, please contact me at 474-6386.

Sincerely,

Michael Smith, Director  
Somerset County Regional Communications Center  
8 County Drive  
Skowhegan, ME 04976

**Somerset County Commissioners:**

Commissioner District #1  
Philip Roy

Commissioner District #2  
Robert A. Dunphy, Chair

Commissioner District #3  
Robin Frost

Commissioner District #4  
Lynda N. Quinn

Commissioner District #5  
Lloyd Trafton

STATE OF MAINE



**Administration Office**

Dawn DiBlasi, County Administrator

41 Court Street

Skowhegan, Maine 04976

Telephone: (207)474-9861

Fax: (207)474-7405

Email: [ddibiasi@somersetcounty-ME.org](mailto:ddibiasi@somersetcounty-ME.org)

**PSAP Call Handling Agreement**

Somerset County PSAP to Winthrop Police Department and/or Central Maine Regional Communications Center for the Town of Readfield

This agreement made this \_\_\_\_ day of \_\_\_\_\_, 2014, by and between the Somerset County Commissioners, hereinafter referred to as "Owner" and the Town of Readfield, hereinafter referred to as the "Town," and collectively known as the "Parties", for the purposes of PSAP call handling services.

**WHEREAS**, the installation of the Enhanced 9-1-1 telephone system will provide one common number to call to receive public safety assistance and is intended to assure the caller that his/her request for assistance will be answered and that the appropriate agency will be notified as a result of dialing 9-1-1; and

**WHEREAS**, the parties desire to formalize an arrangement whereby 9-1-1 calls are properly routed; and

**WHEREAS**, the parties desire to set forth in writing the terms and conditions of said arrangements for call handling;

**NOW THEREFORE**, the parties agree as follows:

1. It is the purpose of this agreement to establish call-handling procedures for 9-1-1 calls taken at the PSAP that must be transferred to the Town of Readfield's Dispatch-Only-Agency, hereinafter known as the Winthrop Police Department Dispatch (WPD) and/ Central Maine Regional Communications Center (CMRCC) to assure that proper assistance will be rendered to a 9-1-1 caller.
2. Definitions:  
**PSAP** – Public Safety Answering Point as defined by the Emergency Services Communications Bureau.

**Dispatch-Only-Agency** – An entity, either public or private, which is duly authorized to dispatch emergency services within a designated area.

**Relayed Transfer Method** – A process by whereby the telephone answerer receives the call takes the information from the caller and thereafter transfers essential information to the proper emergency responder. In this procedure, the caller does not speak to the emergency responder.

3. The services provided as a result of this agreement are considered services to the general public and this agreement shall not be construed to create an employer-employee, principal-agent or co-partnership relationship between the parties.
4. The cost of operating the PSAP, WPD, and CMRCC shall remain the responsibilities of the respective agencies.
5. This agreement applies to Enhanced 9-1-1 telephone calls that are answered by the PSAP and need to be rerouted to the WPD and/or CMRCC.
6. 9-1-1 calls will be handled in accordance with the provisions set forth in the PSAP Call Handling Agreement, Exhibit A, attached hereto.
7. TTY calls must be handled using the Relayed Transfer Method. In the event that the address of the location where the emergency services are required cannot be clearly identified, the PSAP receiving the call shall attempt to keep the 9-1-1 callers on the line until the WPD and/or CMRCC has identified the caller's location.
8. **Relationship Between the Parties:**  
In consideration of the mutual services provided herein, both parties agree that nothing contained herein is intended to be or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting an agency relationship in any manner whatsoever. The individual parties are and shall remain independent entities with respect to all services performed under this agreement. Each party represents that it has, or will secure all its expenses, all personnel required in performing its service obligation under this agreement and that the acts of its employees performing the service under this agreement shall be the acts of the employees of that entity alone. Each entity agrees that in the performance of this mutual service, its employees shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from the other entity to this agreement, including, but not limited to, tenure rights, medical and hospital care, sick and vacation leave, disability, Worker's Compensation, Unemployment Compensation, or severance pay.
9. **Agreement of the Parties:**  
Both parties entering into this agreement acknowledge that any modifications to this agreement must be by mutual consent, in writing, and will be treated as an amendment to this agreement.

10. Either party hereto may withdraw from this contract. Withdrawal shall be effective Thirty (30) days after receipt of written notice of withdrawal has been received, by certified mail, return receipt requested, by the withdrawing party to the other party of this agreement. If withdrawal is requested before the expiration of the current year's contract, the per capita payment will not be refunded to the withdrawing agency.
  
11. Effective July 1, 2014 the County will bill the Town \$2.00 per capita annually for the period covering from July 1, 2014 thru June 30, 2015. Effective July 1, 2015 the County will bill the Town \$2.10 per capita for the period covering from July 1, 2015 through June 30, 2016. The surcharge will be based on the most recent U.S. Census figures which listed the Town of Readfield with a population of 2600.
  
12. This agreement shall cover the period through June 30, 2016 and will be renewed upon acceptable negotiations by each agency 30 days prior to expiration.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

**Somerset County:**



Michael Smith, RCC Director

**Town of Readfield:**

\_\_\_\_\_

**#13**

**Gile Hall**

**Brick repointing**

### **13. Gile Hall brick repointing quotes**

Please see the attached quotes for repointing the exterior brick walls of Gile Hall.

This brick repointing work was included in the Capital Improvements Plan (CIP) and became part of the current fiscal year budget under Gile Hall Capital Improvements. This also included the new stand-by generator and additional HVAC/insulation improvements. The total for this budget line this year is \$30,000.

The brick repointing was estimated last year at \$5,000. The current balance in the account is \$16,197.90 following installation of the generator and the Humidex units in the basement to control building moisture. There is no current plan to use the additional balance this fiscal year, based on the Select Board's decision to not install a perimeter drain inside the Gile Hall basement.

The Town Manager sought three quotes for the brick repointing from local contractors and masons, but only two responded. There is a very large difference between the two quotes although both contractors reviewed the same site and information for the work.

The lower quote from Maranacook Masonry at \$6,225 still exceeds the Town's revised purchasing policy threshold of \$5,000 which would require an RFP and sealed bid process. However, the quote appears to be reasonable from a reputable local mason. There also is sufficient balance in the Gile Hall capital account to pay for the work.

The Town Manager therefore requests the Select Board consider waiving the purchasing policy requirement in this case, and awarding a contract to Maranacook Masonry, Inc. for the repointing and replacing of brick on Gile Hall's exterior walls, according to the quote of April 25, 2014.

Maranacook Masonry, Inc.

P.O. BOX 173  
READFIELD, ME 04855

# Estimate

Date	Estimate #
4/25/2014	1529

Name / Address
Town of Readfield

P.O. No.

Item	Description	Qty	Cost	Total
Labor	Materials & labor to re-point spot areas as pointed out by town maintenance person on old portion of Readfield town hall. Center cut and chip joints, mortar used will be type "N". In-fill loose bricks on top corner of east wall. Cracked bricks to be filled with clear sealant. Replace any spalled or freeze damaged brick. 60ft. boom lift included in Maranacook Masonry Inc.'s price.	1	6,225.00	6,225.00
<b>Total</b>				\$6,225.00



**CRAPOTTS CORP.**

46 CARGILL ST. LIVERMORE FALLS, MAINE 04254 (207) 897-4264 ALSO FAX

**COPY**

4-24-2014

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

RE: Town Office Repair

*ATTN: Mark Birtwell*

**Proposal:**

Crapott's Corp proposes to furnish all materials, labor and equipment necessary to complete the project per scope of work for the town office repairs.

- ~~1. Remove 24 sets of existing shutters, bring to our shop to be repaired, scraped, cleaned, primed, painted black and reinstall 24 sets of existing shutters at existing locations.~~

*Repainting brick*

~~Labor and Materials Total \$5,200.00~~

- 2. Replace broken bricks, grind out mortar and repoint where needed at walls of the older portion of the town office.

Labor and Materials Total \$68,300.00

Alternate 1: Apply waterproofing with a 10 year warranty, Add \$6,670.00

Option 1: We could do a time and materials for one month of work with two masons.

Labor and Materials Total \$22,200.00

Option 2: The new addition at the front of the town office should be waterproofed, also with a 10 year warranty.

Labor and Materials Total \$2,250.00

*Proposed by*

**#14**

**Other**

**(if needed)**

**#15**

**Members of the Public**

**may address the**

**Select Board**

**#16**

**Executive Sessions**

**update on union**

**negotiations**

**Executive Session – Union negotiations update**

The Select Board could consider a motion to enter Executive Session, pursuant to Title 1, section 405, paragraph 6. D. regarding labor union negotiations, and invite the Town Manager to attend.

**FYI**

COBBOSSEE WATERSHED DISTRICT  
WARRANT FOR DISTRICT BUDGET MEETING

**FYI**

County of Kennebec  
County of Sagadahoc

State of Maine

To William J. Monagle, a resident of the Cobbossee Watershed District, GREETINGS:

In the name of the State of Maine, you are hereby required to notify and warn the voters of the Cobbossee Watershed District residing in the Towns of Litchfield, Manchester, Monmouth, Readfield, Richmond, Wayne, and Winthrop, and the City of Gardiner, qualified to vote in District affairs, to assemble at the Winthrop Middle School Cafeteria, located on Rambler Road in said Town of Winthrop on Wednesday, twenty-first (21st.) day of May A.D. 2014, at 7:00 o'clock in the evening, then and there to act on articles 1 and 2, said articles being set out to wit:

Article 1: - To elect a Moderator to preside at said meeting.

Article 2: - To see what sum of money the District will vote to raise or appropriate for the operation of the Cobbossee Watershed District. The budget recommended by the appointed Trustees of the eight municipalities and one utility district is as follows:

REVENUES:

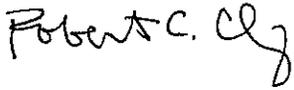
Municipal assessments	\$ 200,520
Utility districts	\$ 8,301
Federal/State grants	\$ 43,100
Contracts/Fees	\$ 2,700
Cash Reserves	\$ 1,544
Contributions/miscellaneous	\$ 600
TOTAL:	\$ 256,765

EXPENDITURES:

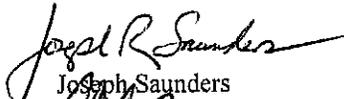
Personnel	\$ 157,540
Monitoring costs	\$ 8,500
Conferences	\$ 200
Professional Development	\$ 500
Bookkeeping	\$ 2,400
Contractual	\$ 3,550
Project Direct Costs	\$ 21,775
Gage Operation	\$ 3,600
Trustees expenses	\$ 600
Overhead Expenses	\$ 57,100
Capital Expenditures	\$ 1,000
TOTAL:	\$ 256,765

\*\* The sum of \$208,821 to be raised by municipal assessments and water district contribution.

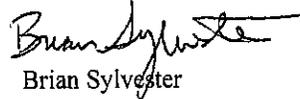
Hereof fail not and make return of your doings thereon or before the time of said meeting.



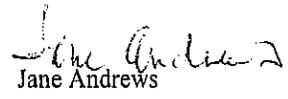
Robert Clunie



Joseph Saunders

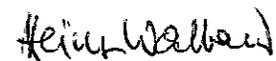


Brian Sylvester



Jane Andrews

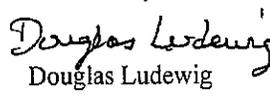
Howard Klerk



Heinz Walbaum



Peter Barenjo



Douglas Ludewig

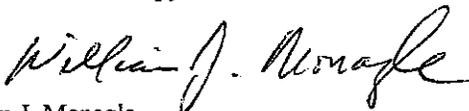
Daniel Bailey



Daniel Wells

Sandra Small-Hughes

ATTEST: A True Copy



William J. Monagle

Resident of the Cobbossee Watershed District

## March 26, 2014 Trails Committee Meeting Minutes

Present: Milt Wright, Romaine Turyn, Henry Laidlaw, Nancy Buker, Rob Peale, Lydia Adelson, Gary Keilty, Ann Keilty, Jeannie Harris, Robert Harris, Karen Peterson

Visitor: Ray Renner

Meeting called to order at 6:30 PM by Milt Wright, Chair. Ray Renner, School Board Candidate, was introduced.

November 2013 Minutes accepted, as corrected. Motion to approve by Ann seconded by Jeannie. Unanimous vote.

February 2014 Minutes accepted. Motion to approve by Lydia seconded by Jeannie. Approved by all present except Nancy, who abstained.

Update on Granite Bench Donation: Milt has been working with Dave, of Forgotten Stoneworks, to finalize the design and purchase. It will be 48" long, have granite legs and cost \$450, with delivery and installation included. The legs will be pinned to the bench.

Overview of Milt Wright's Correspondence with Select Board Chair: Rick and Karen Barton's continued absences since being appointed was the topic addressed. Milt reported Sue Reay's reaction as expressed in a letter to him was not positive, so Milt put together a chronology beginning with when the Morrill Road Trail was first approved. Reference to the 2013 voter-approved Conflict of Interest Ordinance was included, as the Barton's have missed more than three consecutive Committee meetings.

Milt has since heard only from Rick Barton, who asked for additional information and was referred to the Town Manager. Today, Rick contacted Milt again and said there were errors in Milt's chronology. Neither Rick nor Karen Barton contacted Milt to say they would not attend tonight's meeting. There was Consensus among Members present that the Committee should proceed with trails work planned, including the Morrill Road Trail.

Discussion on Drake Trail: A DRAFT Trail Agreement was distributed that had already been reviewed and commented on by the Drakes. There was much discussion on the Drake's term, right of way. Some present had concerns that the legal language needed to truly have a ROW is not what the Trails Committee wants involvement in.

Nancy asked the Members to understand the potential investment of Town money in private property. There was much discussion on wisdom of using Trail Agreements vs. Easements.

Update on the Library/Union Meeting House Trail Agreement: The UMH Board has not looked at the proposed agreement yet. At least two hemlock trees and a cherry tree will need to be removed. Some discussion on Trails Committee recommending to the Select board that another Grant be written to create a Church road sidewalk, especially to ensure safe access to new ball field. Ann and Romaine reported there was no need to meet formally with the Library Board of Trustees since the individual members agree the property belongs to the Town at large. No issues with a trail behind the Library were expressed.

Discussion on National Trails Day: Milt asked those present to think about ideas to promote National Trails Day, June 7, 2014.

Update on site visit to Echo I KLT property: This is a follow-up to November 2013 Trails Committee Meeting discussion. Echo II property is still very wet, even in early winter. The Echo I trail seemed dry, but still needs more review. A site visit will occur again, pending snow melt.

Discussion on June 7<sup>th</sup> National Trails Day: Since no August 2014 Heritage Days are planned, it was suggested we consider some guided trails tours, along with the black flies. Romaine thought the Fogg Farm Conservation Area could be promoted. Motion to approve by Ann seconded by Gary. Unanimous vote.

Other Business: Pete Davis, Fogg Farm owner, will consider another trail there once the snow melts. He hopes to coordinate trail development with a timber harvest.

John Perry said the Budget Committee asked whether the culvert planned for the proposed Morrill Road Trail was large enough. According to Mark Birtwell, it should be.

The plugged Fairgrounds culvert and flooded area will be repaired with the use of Conservation Lands funds.

Milt reported on the March 25, 2014 Select Board meeting. During it, the Budget Committee said there were issues getting the overall Budget "down to size". Therefore, some expenditures may be delayed.

A Planning Board DRAFT Amendment to the LUO for Trails in Shoreland Areas was distributed and discussed. A Public Hearing will be held on April 1, 2014.

Nancy showed detailed photos of a multi-use Trail located in Millinocket.

Next Meeting will be April 22, 2014.

Meeting adjourned at 8:07 PM.

Respectfully submitted,  
Karen Peterson

**MARANACOOK LAKE OUTLET DAM COMMITTEE**  
**MARCH 6, 2014 MEETING MINUTES**

The Maranacook Lake Outlet Dam committee held its eighth meeting at 9:00 a.m. on March 6, 2014, at the Winthrop Town Office.

Committee Members present:

Readfield – Larry Perkins, Bill Buck  
Winthrop – Tom Heiss, Bill Wing and Gary Dawbin  
CWD – Wendy Dennis

1. Wendy Dennis called the meeting to order at 9:05 a.m. Tom Heiss acted as Secretary.
2. The draft January 28, 2014 meeting minutes were reviewed. A motion was made by Bill Wing, seconded by Bill Buck, and passed unanimous to accept the minutes.
3. Wendy discussed the status of the Inter-Local Agreement. It has been accepted and signed by both Readfield and Winthrop.
4. Wendy distributed copies of the Maranacook Lake hydrologic study proposal from Northstar Hydro, Inc. (The proposal from GEI Consultants, Inc. was presented and discussed at the last meeting.) Discussion followed regarding the source(s) of funding for these studies. The resulting consensus was that the costs should be borne by both Winthrop and Readfield, and that future proposals should be addressed to same. Wendy pointed out that the studies will be put out for public bid after funding is secured in the town budgets.
5. The FY 2014/2015 budget recommendations to the towns of Winthrop and Readfield were discussed. Wendy distributed budget worksheets outlining budget item proposals for both towns, based on her discussions with town managers. Respective committee members will be available for budget workshops for both towns.
6. The next meeting was set for Thursday, April 24<sup>th</sup>, at 9:00 a.m. This meeting adjourned at 10:15 a.m.

Respectfully submitted by Tom Heiss.