

Readfield Select Board
Regular Meeting Minutes June 30, 2014 - Approved

Select Board members present: Sue Reay, Valarie Pomerleau, Greg Durgin, Larry Dunn and Allen Curtis.
Others attending: Shannon Gould (PEG TV), Stefan Pakulski (Town Manager), Tom Dunham, Lorraine Wagner, Milt Wright, Grace Keene, Pamela Osborn, Deb Doten, Karen Peterson (Sexton), Christine Sammons, and Marianne Perry.

The meeting was called to order at 6:35 pm by Mrs. Reay, followed by the pledge of allegiance.

(1) Minutes: **Motion** by Ms. Pomerleau to accept the minutes of 06/16/2014 as amended, and minutes of 06/19/2014 and 06/24/2014 as presented; **second** by Mr. Curtis; **vote** 5-0-0.

(2) Warrant: Mr. Durgin reviewed the warrant and noted a reduction of \$97.50 due to correction of invoice from Atlantic Recycling Equipment. **Motion** by Mr. Durgin to approve warrant #28 in the amount of \$58,904.66, **second** by Ms. Pomerleau. There was discussion of several items. **Vote** 5-0-0.

Mr. Durgin reminded the Board that someone else will review warrants in the next quarter. Mr. Curtis will do this next.

(3) Select Board Communications:

- Mr. Durgin reminded everyone attending the meeting to be respectful and courteous to all.
- Mrs. Reay asked the Board to consider whether Mr. Dunham should remain on the Public Works ad hoc committee when he assumes his seat on the Select Board in July. This was discussed in some detail. Ms. Pomerleau offered to remove herself from this ad hoc committee so that Mr. Dunham could assume the position as a Select Board member.

Motion by Ms. Pomerleau to remove herself from the PW ad hoc committee; **second** by Mr. Durgin; **Vote:** 5-0-0.

Motion by Mr. Curtis to add Tom Dunham as Select Board liaison starting July 1, 2014 to the end of the goal, to serve on the Public Works ad hoc committee; **second** by Mrs. Reay; **Vote:** 5-0-0.

An opening for a citizen member now exists on the Public Works ad hoc committee and will be advertised immediately.

- Mr. Curtis provided an update on his work analyzing the 2013 road bond reconstruction projects. He shared a copy of a template he is developing, noting he has worked with Mr. Dunham and has shared information with Road Committee chair, Peter Davis, but has not yet met with Mr. Davis.
- Mr. Curtis also talked about converting DVD recordings of Select Board meetings to digital files that could be posted on the Internet. Mr. Dunn noted the importance of having a good policy in place before posting videos on the Internet or “cloud”.
- Mrs. Reay reminded the Board and public about the Summer Residents Meeting to be held on July 7, 2014 from 6:30 – 8:30 PM.
- Mr. Durgin said he will not attend the July 14, 2014 meeting but is still willing to serve in different Select Board roles if so appointed at that meeting.

(4) Town Manager:

- Mr. Pakulski gave updates on the recent fireworks display by Julia Clukey’s camp for girls at Camp KV, the hiring of new CEO Paul Mitnik, and upcoming bid openings for fuel, road shoulders, paving and library painting. He also will continue planning for the Select Board retreat on either August 4th or 14th.

(5) Boards, Committees, Commissions & Departments:

- Mrs. Reay called Cemetery Committee Chair, Grace Keene to speak with the Board regarding a Select Board liaison to the Cemetery Committee.

Discussion followed, relating to memos Mrs. Keene sent to the Board asking for clarification on the Cemetery Committee's role as a liaison to the Select Board and the role of a Select Board liaison to the committee. Mrs. Keene's memo was based on the Town Meeting approved Cemetery rules that state the Cemetery Committee is the liaison to the Select Board for all cemetery issues.

Mrs. Reay finally suggested that a Select Board subcommittee could work on defining the Select Board liaison role. Mr. Durgin and Ms. Pomerleau volunteered to do this. Mr. Durgin asked for a resident to assist this work, to have the Town Office advertise for this opening, and to have the subcommittee start work after he returns the week of July 20, 2014.

Deb Doten also spoke about the question of the Cemetery Committee's liaison role.

Ms. Pomerleau said it should be documented that the Cemetery Committee has nine members. Mr. Dunn suggested 9-member wording could be included in a Town Meeting warrant article to update the Cemetery Rules.

(6) Appointments/Reappointments:

Mrs. Reay invited Christine Sammons to meet with the Board regarding her application to the Trails Committee. Mr. Wright confirmed there is an opening on this committee and that there is an established total of 13 members. Mrs. Reay asked if the proposed term should be staggered, as opposed to a 3-year term.

Motion by Mr. Durgin to appoint Christine Sammons to a pending 3-year term on the Trails Committee, and if that is not open, then to a 2-year term, starting tonight; **second** by Ms. Pomerleau; **vote** 5-0-0.

Mrs. Reay noted Tom Dunham's resignations from the Board of Appeals and Library Building Committee.

Motion by Mrs. Reay to accept Tom Dunham's resignations from the Board of Appeals and Library Building Committee effective tonight, regretfully; **second** by Ms. Pomerleau; **vote**: 5-0-0.

These resignations create two openings that will be advertised immediately.

(7) Public Hearing on General Assistance maximums:

Mrs. Reay opened the public hearing at 7:42 PM and asked for any public comment or questions about the proposed annual maximums for General Assistance. Hearing nothing from the public, Mrs. Reay closed the hearing at 7:43 PM.

Motion by Mrs. Reay to accept the General Assistance maximums in Appendix A for July 1, 2014 through June 30, 2015 and to send a signed approval to DHHS; **second** by Mr. Curtis; **vote**: 5-0-0.

(8) Annual Policies: Mrs. Reay reviewed three annual policies on the disbursement of employee wages, payments to the state, and payments for unpaid taxes.

Motion by Mrs. Reay to approve the three annual policies; **second** by Ms. Pomerleau; **vote** 5-0-0.

(9) Town Manager evaluation format: Mrs. Reay noted Mr. Curtis had asked for this item. Mr. Curtis handed out some materials to include with an evaluation format, such as a job description and the state statute on

the Town Manager plan. He said it will take time to define goals and objectives for an evaluation, and to determine how to measure performance with evidence. Mrs. Reay suggested that on July 14, 2014 the Board could set a date for a workshop on this topic.

(10) Other: Mrs. Reay reviewed the MMA legislative policy committee nominations included in the packet.

Motion by Mrs. Reay to indicate the Select Board's vote for both MMA legislative policy committee candidates; **second** by Mr. Durgin; **vote:** 5-0-0. Ms. Pomerleau offered to take the signed form to MMA as she works there.

Mr. Durgin recognized the talents and service of Larry Dunn to the Town, thanking him for his time on the Select Board. Mr. Dunn said it has been a pleasure to serve the community. Mrs. Reay appreciated what Mr. Dunn has brought to the Town.

Mr. Curtis expressed concern about whether a statement might be needed in regard to Governor LePage's message to communities about General Assistance for undocumented aliens. The Town Manager offered to look into this and report back.

(11) Public Communications: Mrs. Reay reviewed the public communications policy.

Mr. Davis addressed the Board, saying he has not received a copy of Mr. Curtis's road project analysis yet. Mr. Davis will share this information with the Road Committee after he receives it.

Mr. Davis asked for a review of the recent Labor Relations Board (LRB) hearing on a union bargaining unit for Town employees. Mrs. Reay said the Select Board is still waiting for a transcript from the LRB.

Mr. Davis asked how much has been spent in legal fees fighting or responding to the unit determination issue. Mrs. Reay said about \$8,000 so far, not including legal counsel time at the LRB hearing. Mr. Davis thought that as much as \$9,300 might have been spent on this so far. He also asked how much the budget for legal services was overdrafted. Mrs. Reay said the budget line was overdrafted due to a Maine Human Rights Commission issue, addressing the cattle trespassing issue, the unit determination issue, and many general items. Mr. Davis asked if any of the legal services costs were spent dealing with Reay Construction's complaint against the Town Manager. Mr. Durgin said yes, and could get that information by referring to that time period for details.

Mr. Davis thanked Mr. Dunn for his service on the Select Board.

Seeing no other speakers and hearing no further business, Mrs. Reay adjourned the meeting at 8:03 PM.

Recorded by Stefan Pakulski