

Readfield Select Board Regular Meeting Minutes – July 25, 2016

Select Board Members Present: Thomas Dunham, Christine Sammons, Bruce Bourgoine, John Parent and Kathryn Mills Woodsum

Others Attending: Eric Dyer (Town Manager), Robin Lint (Clerk), William Starret (Channel 7), Sandra Rourke, Karen Peterson, Martin Hanish, Milton Wright, Valerie Pomerleau, June Wagner, Allen Curtis, Peter Davis, Marion Dunham, Andrews Tolman and Steve Woodsum.

Mr. Bourgoine called the meeting to order at 6:30 pm followed by The Pledge of Allegiance

Regular Meeting

- **17-017 –Minutes: Select Board meeting minutes of July 11, 2016**
 - **Motion** made by Mrs. Woodsum to approve the minutes of the July 11, 2016 meeting as amended, **second** by Mr. Parent **Vote** 5-0 in favor.

- **17-018 – Warrant: #57 & 58 (FY16) & #3 & #4 (FY17)**
 - **Motion** made by Mrs. Sammons to approve Warrant #57 & #58 in the amount of \$8,364.32, **Second** by Mrs. Woodsum. **Vote** 5-0 in favor.
 - **Motion** made by Mrs. Sammons to approve Warrants #3 & #4 in the amount of \$367,052.07, **Second** by Mrs. Woodsum. **Vote** 5-0 in favor.

Communications

- **Select Board Communications**
 - Mrs. Sammons reported that the Assessors met and did an abatement. The next meeting of the Assessors will be held August 2nd.
 - Mr. Dunham reported that he has received permission to use the Torsey Church for the August 12th Select Board Retreat. Mr. Bourgoine cannot attend that day. A new date of Friday, August 19th was set.
 - Mr. Dunham expressed his concerns with not having a signed agreement with Fayette for the use of the Transfer Station. The Town Manager will work on a formal agreement for both Fayette and Readfield to sign.
 - Mr. Dunham would like to see some formal decision by the Select Board on the Secret Ballot for next year's Town Meeting.
 - Mr. Dunham requested a little more time on each agenda item to allow him to process before discussions ends. Mr. Bourgoine agreed to as much time as Mr. Dunham needed.
 - Mr. Bourgoine said he wanted to address intentions. Mr. Bourgoine said it was brought to his attention that some audience members have a problem with Select Board Members using electronic devices. Mr. Bourgoine explained that he has no problem with electronic devices being used during a meeting and doesn't consider it rude and it saves the Town printing cost. Mr. Bourgoine also wanted to address illegal meetings. It was brought up, after the last meeting, that a few board members were talking with residents and or employees and that it would be considered an illegal meeting. Mr. Bourgoine said they were not illegal meetings. He asked that the public think good intentions.

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➤ **Town Manager**

- Mr. Dyer went over the Town Manager report dated for July 22, 2016.
- Mrs. Woodsum requested that the rest of the signs be put up at the Transfer Station.
- Mr. Dunham said to expect bumps in the road (in reference to the Transfer Station changes).
- Mr. Dunham asked if there was an alternate CEO to take Mr. Quintal's place when he is on vacation. The Town Manager reported that there is not because our current CEO is part time now. Mr. Dyer also reported that Mr. Quintal has taken the time during his vacation to address any time sensitive requirements

➤ **Boards, Committees, Commissions & Departments – taken out of order before the Town Manager's report.**

- Minutes from the Readfield Library Board Meeting of June 1, 2016 were included in the packet.
Thank you all for submitting your minutes.

• **Public Communications - Members of the public may address the Select Board on any topic**

- Ms. Pomerleau volunteered to help with food for the Select retreat.

Appointments & Re-Appointments:

➤ **17-019 – – Appoint Karen Peterson to the Cemetery Board**

- **Motion** made by Mrs. Sammons to appoint Karen Peterson to the Cemetery Board for a one year term, **Second** by Mr. Parent. **Vote** 5-0 in favor.

➤ **17-020 – – Re-Appoint Martin Hanish to the Conservation Commission**

- **Motion** made by Mrs. Woodsum to re-appoint Martin Hanish to the Conservation Commission from 7-1-2016 through 6-30-2019, **Second** by Mrs. Sammons. **Vote** 5-0 in favor.

➤ **17-021 – Re-Appoint Bruce Hunter to the Conservation Commission**

- **Motion** made by Mr. Bourgoine to re-appoint Bruce Hunter to the Conservation Commission for a three year term, **Second** by Mrs. Sammons. **Vote** 5-0 in favor.

➤ **17-031 – Re-Appoint Carrie Knight to the Recreation Board of Trustees**

- **Motion** made by Mrs. Woodsum to re-appoint Carrie Knight to the Recreation Board of Trustees for a three year term ending 6-30-2019, **Second** by Mr. Parent. **Vote** 5-0 in favor.

➤ **17-022 – Re-Appoint William Scott to the Road Committee**

- **Motion** made by Mrs. Woodsum to re-appoint William Scott to the Road Committee beginning 7-1-2016 through 6-30-2019 for a three year term, **Second** by Mr. Parent. **Vote** 5-0 in favor.

➤ **17-023 – Appoints to the Budget Committee**

- Mr. Bourgoine asked each applicant their view on collaboration and compromise.
- Mr. Dunham asked if they are serving on any other boards at this time.

- (1st) **Allen Curtis**
- (2nd) **Peter Davis**
- (3rd) **Martin Hanish**
- (4th) **Valarie Pomerleau**

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(5th) Andrews Tolman

- Because the agenda did not say the Board would appoint the Budget Committee tonight, no decision was made until proper notice of appointments is given to the public.
- The Select Board Retreat will include a discussion about when positions are considered open.

New Business:

➤ **17-024 – Complete the Ballot for MMA Elections**

Motion by Mrs. Woodsum for the Readfield Select Board to vote for Linda Cohen for Vice President and also vote for the 3 people, James Gardner, Christine Landes and Mary Sabins as Directors for three year terms on the MMA Ballot, **Second** by Mr. Parent. **Vote** 5-0 With the intent to allow the Town Manager to sign the document.

➤ **17-025 – Review of Town Office Hours**

- Mr. Dyer reported that the new hours are working well for everyone.

➤ **17-026 – Economic development in Readfield – local business**

- Mrs. Sammons and Mrs. Lint have been working on the Business Directory and will continue to do so. The next step will be to determine which companies are still in business and ask them for information and permission to list them in the Directory.
- Guidelines as to who or what companies will be allowed to be in the Directory will be developed at a future meeting.

➤ **17-027 – Consider the re-formation of the Readfield Enterprise Fund**

- Mr. Dyer developed a memo to give structure and guidance to the reformation of a Readfield Enterprise Fund Committee. This was the first reading of the document. Board members liked the document as a whole but a few expressed their concerns of requiring qualifications for some of the committee members which might hinder volunteers from applying. This will be a discussion in a future agenda item.

➤ **17-028 – Consider the structure of the Heritage Days Committee**

- Mr. Dyer developed a memo to give structure and guidance to the reformation of the Heritage Days Committee. This was the first reading of the document. This will be a future agenda item.
- **Motion** by Mrs. Woodsum to adopt this document as the first reading of the Heritage Days Committee structure/reformation, **Second** by Mr. Dunham. **Vote** 5-0 in favor.

➤ **17-029 – Consider security camera installation at the Town Office and Transfer Station**

- Mr. Dyer explained that he wants to have the cameras installed for the security and safety of Town employees and property. That is the biggest reason. Mr. Dyer also explained that the Solid Waste and Recycling Committee have voted at least 3 times for cameras at the Transfer Station. After hours demo debris is showing up and is costing the taxpayer's money to dispose of.
- **Motion** by Mrs. Woodsum to extend the meeting for 10 minutes, **Second** by Mr. Parent. **Vote** 5-0 in favor.

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- **Discussion:** Mr. Bourgoine disagreed with the cameras because of civil liberties of the employees. Mr. Dunham asked if the employees at the Transfer Station had been asked. Mr. Dyer said that the Assistant Transfer Manager had and he was against the cameras.
- **Motion** by Mrs. Woodsum, to extend the meeting for 10 more minutes for the last time, **Second** by Mr. Parent. **Vote** 5-0 in favor.

Discussion: Mrs. Lint explained that she was the requester for the office cameras and has been requesting them for the last couple of years and why.

- **Motion** by Mrs. Woodsum to accept the proposal from the Town Manager for the cameras at the Town Office and Transfer Station and to add a second camera to the Transfer Station and to have the Town Manager draft a memo to satisfy the concerns expressed by the Employees Union Representative, **Second** by Mr. Parent.

Discussion: A memorandum/guideline will be drawn up by the Town Manager who will supply a copy to each employee. This should satisfy the Unions concerns.

Vote 3-2 in favor with Mr. Dunham and Mr. Bourgoine voting in the negative.

- **17-030 – Other – Select Board Retreat**

- Mr. Dunham had made arrangements with the Torsey Church to use their meeting room on August 12th for the Select Board Retreat. Mr. Bourgoine will not be able to make the 12th and a new meeting date for August 19th was set.

Motion made by Mrs. Sammons to adjourn the meeting at 8:54pm, **Second** by Mr. Parent. **Vote** 5-0 in favor.

Minutes recorded by Robin Lint, Town Clerk