

**Readfield Select Board
Regular Meeting
Agenda**

November 3, 2014

Meeting starts: 6:30 PM

Location: Maranacook High School Media Center

Pledge of Allegiance

1. **Minutes:** Select Board meeting minutes of October 20, 2014 – 5 minutes
2. **Warrant: #9** – 5 minutes

Communications – 30 minutes

3. Select Board communications
4. Town Manager
5. Boards, Committees, Commissions & Departments
 - a. Budget Committee minutes

Appointments/Reappointments – 5 minutes

6. Ad hoc Public Works Committee applicant: David Linton
E 911 Addressing Officer: Gary Quintal

Unfinished Business:

7. Military excise tax exemption survey update: Allen Curtis - 5 minutes

New Business:

8. Firearms ordinance review – 15 minutes
9. Article for Trail easements on private property – 10 minutes
10. Purchasing policy review – 15 minutes
11. Transfer Station: furnace quotes - 10 minutes
12. Transfer Station: revised Thanksgiving holiday hours – 5 minutes
13. Other (if needed)

Public Communications:

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

Executive Session – Town Manager quarterly performance objectives

Adjournment

#1

Town of Readfield – SELECT BOARD

MINUTES

10/20/2014

6:10 PM

TOWN OFFICE

MEMBERS PRESENT	Valarie Pomerleau, Allen Curtis, Thomas Dunham, P. Greg Durgin
MEMBERS ABSENT	Sue Reay
MEETING TYPE	SELECT BOARD
NOTE TAKER	Tina L. Cagle
ATTENDEES	Town Manager – Stefan Pakulski, Darcy Whittemore, Kathryn Mills Woodsum, Lenny Reay, Jerry Bley, Willard Harris, Ken Clark, John Parent, Debora Doten, Grace Keene, Harry McKenny, Gary Keilty, Ann Keilty, Sam Tippet, Wayne Select Board Members: Garry Kenny, Stephanie Haines, Peter Ault & Wayne Town Manager Aaron Chrostowsky

Agenda topics

JOINT MEETING WITH WAYNE SELECT BOARD REGARDING SOLID WASTE

DISCUSSION	<ol style="list-style-type: none"> 1) The Town of Readfield has not received any funds from ecoMaine and is currently paying \$15/ton to dispose of recycling materials. 2) The Town office staff will promote recycling in all avenues available to them including, the Messenger, Local Channel 7 etc... 3) The recycling trend seems to be going down not up 4) 50% of the "Trash" that is taken to the station is recyclable. 5) Keeping ice & rain out of the demolition bin by covering it will save the Town a considerable amount of monies. 6) Summer Recreation Plan: <ol style="list-style-type: none"> a. Review for a Sunday to be open in the summer. b. Costs showed to have Transfer Station open on Sunday to be cheaper. c. There should be a survey done to see what all residents would like to see happen. d. The transfer station attendants agreed that the translucent bags would allow them to see inside and help the residents know the difference between trash and recycling. e. If a resident has a black bag and won't open it for the attendant they would be charged a fee. f. Commercial Haulers would be charged a different fee if they did not recycle.
ADJOURN	Adjourn meeting at 6:35 pm

OPEN MEETING AT 6:56 PM

**#1 MINUTES
10/06 & 10/14 2014**

MOTION	Motion by Selectperson Durgin to accept minutes of 10/06/2014 as amended.
SECOND	Second by Selectperson Curtis.
PASS/FAIL	Motion passes: 4-0
MOTION	Motion by Selectperson Curtis to accept the minutes of 10/14/2014 as presented.
SECOND	Second by Selectperson Durham.
PASS/FAIL	Motion passes: 4-0

#2 WARRANT 8 REVIEW

DISCUSSION	Review of warrant
MOTION	Motion by Selectperson Curtis to accept Warrant #8 in the amount of \$315,915.97.
SECOND	Second by Selectperson Durgin.
DISCUSSION	None
PASS/FAIL	Motion passes: 4-0

#3 SELECT BOARD COMMUNICATIONS

DISCUSSION	<ol style="list-style-type: none"> 1) Heritage Days Update: Will have information at the next Select Board Meeting. 2) Vice Chair Pomerleau will attend the RSU Trail Dedication. 3) October 27th will be the next public informational meeting regarding the "Australian Ballot".
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	<ul style="list-style-type: none"> 4) Selectpersons Pomerleau and Durgin are currently working on a Trail Naming Application draft. 5) What is the disposition of a road that has been abandoned for 30 years? 6) Who is responsible for injuries on a public easement? 7) The light at the library needs an electrician to repair as well as an electrician to look at the outlets for the tree at the town office. 8) Selectperson Dunham walked the Town Farm Road property with several members of the conservation commission and the town forester.
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#4 TOWN MANAGER

DISCUSSION	<ul style="list-style-type: none"> 1) Meeting on November 3rd should be moved to allow the Clerk to set up for the election on the next day. 2) Downstairs in the Town Office is not a large enough forum. 3) The log books are for the maintenance employee and the ACO/Cemetery Sexton. They are to fill out who, what, where and when they are doing their day to day job. 4) Any employee listed under the General Government line item does not have to fill out the log books. 5) The furnace at the transfer station will be replaced soon. This was budgeted to replace this fiscal year. 6) Town Manager will have quotes available at the meeting scheduled for November 3rd.
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MOTION	
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SECOND	
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PASS/FAIL	
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#5 BOARDS, COMMITTEES, COMMISSIONS AND DEPARTMENTS

DISCUSSION	<ul style="list-style-type: none"> 1) Vice Chair Pomerleau thanked all the committees for turning in their minutes for review. 2) The Board will review the Firearms Ordinance to see if an amendment needs to be brought to Town Meeting to update a "No Hunting at the Fogg Farm" 3) KVCOG may be able to assist with the new Readfield Corners Map.
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MOTION	
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SECOND	
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PASS/FAIL	
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#6 APPOINTMENTS/REAPPOINTMENTS

DISCUSSION	<ul style="list-style-type: none"> 1) Ray Renner has resigned from the RSU 38 School Board. 2) Ken Clark & Willard Harris would like to serve on the Trails Committee
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MOTION	Motion by Selectperson Curtis to regretfully accept the resignation of Ray Renner from the RSU 38 School Board
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SECOND	Second by Selectperson Durgin.
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PASS/FAIL	Motion passes: 4-0
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MOTION	Motion by Selectperson Curtis to accept the application of Willard Harris as an alternate member on the Trails Committee term to expire 06/30/2016.
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SECOND	Second by Selectperson Durgin.
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PASS/FAIL	Motion passes: 4-0
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MOTION	Motion by Selectperson Durgin to approve the application for Ken Clark as a member on the Trails Committee.
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SECOND	Second by Selectperson Curtis.
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PASS/FAIL	Motion passes: 4-0
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**PUBLIC HEARING FOR GENERAL ASSISTANCE APPENDICES B & C
OPENS AT 8:10 PM CLOSSES AT 8:11 PM
#7 GENERAL ASSISTANCE ANNUAL MAXIMUM ADOPTION**

DISCUSSION	None
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MOTION	Motion by Selectperson Dunham to approve the updates for the General Assistance Ordinance Appendices B & C as presented.
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SECOND	Second by Selectperson Dunham.
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PASS/FAIL	Motion passes: 4-0
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#8 INVESTMENT PORTFOLIO REVIEW

DISCUSSION	<ul style="list-style-type: none"> 1) The accounts that the Town has invested in have been doing well. 2) Mr. Tippet recommends several funds/bonds that will provide stability and growth (small). 3) Cash should be at 10%, fixed 18% and equity 42%.
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MOTION	Motion by Selectperson Durgin to allow Mr. Tippet to make the changes to the portfolio as presented.
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SECOND	Second by Vice Chair Pomerleau.
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PASS/FAIL	Motion passes: 4-0
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#9 VETERANS MOTOR VEHICLE EXEMPTION

DISCUSSION	<ul style="list-style-type: none"> 1) How many residents would this affect?
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	2) This ordinance would have to be voted on at Town Meeting. 3) What methods can the Town implement to find out how many veterans this would affect?
MOTION	
SECOND	
PASS/FAIL	

#10 OTHER

DISCUSSION	1) Paving will be beginning on the 21 st . Costs have gone up approx \$15/ton.
MOTION	
SECOND	
PASS/FAIL	

MOTION BY SELECTPERSON DURGIN TO EXTEND THE MEETING TO 6:15 PM.
SECOND BY SELECTPERSON DUNHAM.
MOTION PASSES: 4-0

#11 PUBLIC COMMUNICATIONS

DISCUSSION	1) Mr. Reay expressed concern with using McGee Construction's gravel for the shoulders. 2) Town Manager informed Mr. Reay that the 1 st ten (10) loads were refused because they did not meet the standards set forth in the contract. 3) Mr. Reay expressed that this is the 3 rd time that McGee Construction has made errors in the Town. 4) The Road commissioner and the Select Board should not hire McGee Construction in the future.
MOTION	
SECOND	
PASS/FAIL	

ADJOURN AT 9:08 PM

#17 EXECUTIVE SESSION

MOTION	Motion by Vice Chair Pomerleau to enter into Executive Session per 1 M.R.S.A. 405(6)(D) for an update on Labor Relations and asked the Town Manager to attend.
SECOND	Second by Selectperson Curtis.
PASS/FAIL	Motion passes: 4-0.

DISCUSSION: Meeting moved downstairs in the conference room and exited executive session at 9:20 pm.

MOTION	Motion by Vice Chair Pomerleau to enter into Executive Session per 1 M.R.S.A. 405(6)(D) for personnel reasons and review of a resident letter, with the Town Manager invited to attend.
SECOND	Second by Selectperson Curtis.
PASS/FAIL	Motion passes: 4-0.

DISCUSSION: Exited executive session at 9:38 pm.

DISCUSSION: The Town Manager invited members of the public to return to the open session. Lenny Reay and Peter Davis joined the meeting. Vice Chair Pomerleau then presented a letter to resident Milt Wright and asked the rest of the attending Select Board to sign it. She also asked for the letter to be held for Chairperson Reay to sign later, before sending to Mr. Wright. Three Board members signed. Mr. Curtis did not sign the letter.

Meeting adjourned at: 9:40 pm

3. Select Board communications

- Please see the following message from Superintendent Donna Wolfrom:

Sent: Wednesday, October 29, 2014 3:04 PM

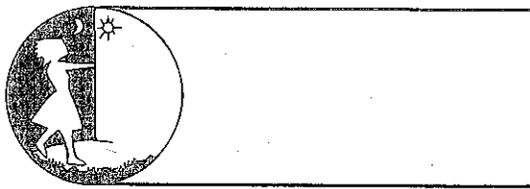
Subject: Time at an upcoming Readfield Select Board meeting

Dear Stefan,

Donna Wolfrom asked that I contact you to schedule a time to provide the Select Board members with a tour of the Readfield Elementary School as well as to update them on the upcoming budget season. If the Select Board is interested, would it be possible to conduct this tour and update prior to the start of the scheduled December 1st meeting or at the beginning of the meeting? The Select Board could hold their meeting at the Readfield Elementary School if that would make things easier.

Please confirm whether this is possible, and if so, what time.

- Select Board members may share other communications items.



Helping Our Community Become Silent No More

#41

October 16, 2014

Town of Readfield
8 Old Kents Hill Road
Readfield, Maine 04355

Dear Community Members:

We at the Sexual Assault Crisis & Support Center (SAC & SC) would like to thank the Town of Readfield for your generous support of \$909.30—check # 060312.

Your support will go a long way in our efforts to provide survivors of sexual trauma the opportunity and means to recover. Through the support of community members joining our agency and one another, we are raising awareness and declaring "We Will be Silent No More!" against sexual violence. Your ongoing support of SAC & SC is valued and appreciated more than you know.

If you would like to learn more about the services we provide and/or upcoming events, please visit our website at: www.silentnomore.org

Best wishes in the year ahead!

Warm Regards,

Donna Strickler
Executive Director
director@silentnomore.org
(207) 377-1010 Ext. 111

Kat Perry
Resource Development Manager
kat.perry@silentnomore.org
(207) 377-1010 Ext. 119

4. Town Manager:

Recycling: Ross Nason from KVCOG reports that recycling volume has slipped in most towns, due in part to the economy and the shrinking total volume of trash. Some slippage could be attributed to apathy stemming from a lack of government support and outreach. Ross would be happy to meet with the SWRC to review current fee schedules, transfer station procedures, the solid waste and recycling ordinance, and the long term plan for the transfer station. Lissa Bitterman from ecomaine also will continue to support the SWRC's efforts to increase recycling in Wayne and Readfield.

Roads: All the major seasonal road maintenance tasks were completed, with paving under way finally on Oct. 30th. Some additional remaining tasks include grading of gravel roads, paint striping of crosswalks and some roads, selected trimming or removal of a couple trees, and some additional crack sealing on certain roads.

Snowplow contract: McGee Construction provided a bond, a certificate of insurance, and put sand and salt in the Town's shed according to the contract. However, the contractor did not have all equipment ready for inspection by Oct. 15th as specified in the contract, or by Oct 21st when the Town Manager and Road Committee Chair went to McGee's business site. Some trucks were at the sand and salt shed by Oct. 29th, but the Town has not received any information yet related to any vehicles, or a list of any drivers and evidence of participation in a drug testing program. The contractor is not in compliance with the contract and has been advised. The Select Board could consider withholding any initial payment to the contractor until all contract issues have been resolved.

Regional opportunities: The Town Manager met with the Mt Vernon Community Partnership Council (CPC) to review the Readfield Enterprise Program (REF). The CPC is considering how to set up a similar type of local small business revolving loan fund. The CPC also invites Readfield to join the "Three Community Transportation Committee" made up of Mount Vernon, Vienna and Fayette. Belgrade Lakes has shown an interest as well. The title of the committee could be changed to the "Four" or "Five" Communities Transportation Committee. The CPC also promoting senior/affordable housing, and will let us know about any upcoming meetings on this topic if anyone is interested in attending.

Gile Hall: Winthrop Fuel Company recently repaired the heating system at Gile Hall.

#5

Minutes of the Readfield Budget Committee

Thursday, October 16, 2014

Readfield Town Office

Members present: John Parent, Chair; Kathryn Mills Woodsum, Vice-Chair; John Perry

Members of the Readfield Select Board joined the Budget Committee. Present: Sue Reay, Val Pomerlau, Greg Durgin, Tom Dunham

About a dozen members of the public attended the meeting. The meeting was also televised on the PEG station.

Meeting was called to order at 5:35 pm

The meeting was opened with a statement from Chair Parent concerning the reason for the meeting; to get input and guidance from the Select Board for the process and goal of the upcoming budget season.

Comments were made and discussion ensued by members of both boards.

The general topics from the Select Board were, to hold the budget to a 'goal' of a 16 mil rate, to receive detailed reports from committees and boards, and to begin the budget season meetings in Jan. The general replies to the Select Board topics from the Budget Committee were to continue to be responsible in budgeting while aiming for a lower mil rate, to receive written and detailed information from committees and boards, and to be certain that all parties are notified in advance that we may start meetings in January.

Budget Committee topics were, having the Budget Committee visit physical sites to see the projects of various committees, reviewing monthly expenditures to see how well the budgeted amounts are working in each category, having discussion amongst the committee members evaluating the process used, and scheduling of meetings (all of which are public.)

Comments and questions were solicited from the public.

The general topics were to reduce the mil rate (even lower than 14, how about 11), only fund necessities, fund and hold annual Heritage Days, have all requests come in firm numbers, have requests come in guaranteed estimates/quotes for the full fiscal year, have requests come with researched amounts, have everyone be able to discuss amounts with exact figures not in recalled or estimated amounts, continue to fund all needed items.

Comments from one member of the public, Mr. , beene Carbonacame inflammatory during one of several times he spoke. Mrs. Woodsum asked Mrs. Reay, as Select Board Chair, what could be done about following the meeting rules the Select Board has; Mrs. Reay responded that this was not her meeting and the Budget Committee Chair would need to handle the situation. At this point that particular conversation ended.

The meeting was adjourned at 7:30 pm.

Submitted by: Kathryn Mills Woodsum

#5

Readfield Cemetery Committee Meeting Minutes
September 17, 2014
(Approved)

Committee Members Present: Grace Keene, Lorraine Wagner, Marianne Perry, Deb Doten, Evelyn Potter, Lydia Adelson, Brenda Lake, Sandra Rourke

Committee Members Excused: Pam Osborn

Select Board Liaison: Sue Reay was unable to attend due to scheduling conflict

Staff: Karen Peterson, Sexton

The meeting began at 1:05 at the Town Office.

Meeting Minutes: Meeting Minutes for July 7, and July 21 were reviewed. One name was spelled incorrectly and will be edited. Motion made by Marianne Perry to accept the meeting minutes. The motion was seconded by Brenda Lake. There was no further discussion. Motion was approved 8-0.

Review of the Cemetery Budget:

There has been little if any overtime in the Cemeteries this summer.

There was a \$911.00 repair for the mower noted in equipment maintenance.

Lorraine Wagner explained how the Town of Wayne budgets for stone repair. Each year a certain amount of money is budgeted to restore/repair stones in an entire cemetery. All agreed this was an interesting idea to explore.

Deb Doten would like to see the mowing cost spread sheet at our next meeting if possible.

Sandra Rourke asked about the long grass in the cemeteries. Karen Peterson explained that she is on medical leave until the end of October, one employee left a week early, and there is one part time person left who is able to mow. There has been an ad out for several weeks to hire a mower, but there has been no response.

Lorraine Wagner asked if there would be a mowing RFP issued this year. If so, she would like to see the RFP issued earlier than last year to see if there will be more bids. Sandra Rourke also supports issuing a mowing RFP. Deb Doten felt that the process last year was difficult and does not want to spend the staff and committee time that would be involved in making a recommendation to the Select Board. Marianne Perry asked if issuing an RFP was a decision to be made by the Select Board. The decision to issue an RFP belongs to the Select Board. There was no further discussion on this topic and no action taken by the committee.

Sandra Rourke asked about the fence repair for the Readfield Corner Cemetery. Karen Peterson explained that the fence is repaired. The contractor who restored the fence will come to install and straighten the entire fence before snow fall.

Memorial Garden Project

The members thanked Lydia Adelson for clearing shrubs and debris from the Memorial Garden site. The blue stone base is down. Karen Peterson purchased a 7 ft. white flowering crab that was on sale at Strucks. Lorraine Wagner expressed disapproval and disappointment of the color white. Lorraine Wagner left the meeting at 1:40 expressing that she did not expect to be listened to today. Discussion continued. Deb Doten felt that the color was important and agreed that if there was a good quality pink flowering crabtree that we would raise the money to purchase one. Sandra Rourke and Evelyn Potter felt that Lorraine Wagner should have stayed at the meeting to make a motion to change the color. The committee agreed to swap the white crabtree for the pink and/or purchase a pink crabtree in addition depending on the price.

East Readfield Cemetery's Natural Fence Project

Karen Peterson noted that the pump handle is fixed.

Under the current purchasing policy it is required that we get estimates from three companies for plantings of hydrangas and azaleas for the corner by Rt 17 and near the upper mausoleum. Members agreed that it would great to start on these plantings this fall.

Sandra Rourke was excused from the meeting at 2:10.

Evelyn Potter said that the Fifield Fund may be a possibility for this project.

Discussion on Complaints to the Select Board:

The complaint made by Mr. Reay of a former fence post left in the ground at the East Readfield Cemetery. Select Person Pomerleau called the Town Manager and Sexton to the cemetery to have this piece of wood removed as it was a safety hazard. The Town Manager kicked it loose and it was removed. The committee agreed to act quickly to investigate complaints in the future.

A second complaint was brought up by Mr. Reay. He wanted to know when there be gravel for a road at the East Readfield Cemetery instead of having the mowers move rocks. Sue Reay, Chair, explained to him that this project was part of the 2015 CIP Budget. Karen Peterson will look into this as she does not think this road is in the CIP Budget.

Schedule of Meetings:

Grace Keene shared that the Budget Committee would like to hold a joint meeting with the Cemetery Committee on September 27th at 9:00 am.

To accommodate members of the committee who have commitments on certain days of the week, it was agreed that meetings would be held Mondays from 10:00 until 11:30 am. The next meeting is October 20,2014 at the Town Office.

Meeting ended at 2:35.

#6

TOWN OF READFIELD

RECEIVED 8:15am

APPOINTMENT APPLICATION

OCT 21 2014

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

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

Please check one: 1st time appointment re-appointment

Which Board, Committee or Commission are you applying for?

PUBLIC WORKS

Name: DAVID LINTON Phone (H): 441-7394

Street address: 244 OLD KENTS HILL ROAD Phone (C):

Mailing address: P.O. BOX 372 READFIELD

E-Mail: ALLTREES@gmail.com

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

I WAS INVOLVED AND PRESENT THROUGHOUT THIS ENTIRE PROCESS. SERVED ON THE PW BUILDING COMMITTEE. I ALSO OWN AND OPERATE EQUIPMENT.

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

I WOULD LIKE TO SEE THIS ISSUE RESOLVED AND PUT TO REST. THE SOONER WE GET PAST THIS DIVISION IN THIS TOWN, THE SOONER WE WILL BEGIN MAKING POSITIVE PROGRESS.

If you are currently employed, what is your position?

I OWN AND OPERATE A SMALL TREE CARE COMPANY.

#6

APPLICATION FOR APPOINTMENT FOR:

Name: DAVID LINTON Position: Public Works Adhoc Com Term: None

CLERK'S USE BEFORE THE APPOINTMENT

Open position: Public Works Adhoc Com. Mem Term: None

Was this position advertised? Yes No If no, please explain: received before advertised, but advertised started today 10-27-14

Is there a recommendation attached? Yes No If no, please explain: Adhoc Com. none of other appt. had one.

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: Not needed.

SELECT BOARD APPOINTMENT

To David Linton of Readfield, in the County of Kennebec and State of Maine: There being a position on the Public Work Adhoc Com. Mem, we the Select Board of the 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:

Nov. 3, 2014 thru till finished. Given under our hand this 3, day of Nov., 2014.

Sue Reay

P. Greg Durgin

Thomas Dunham

Valarie Pomerleau

Allen Curtis

#6

**CERTIFICATE OF APPOINTMENT and OATH
FOR THE TOWN OF READFIELD**

(TITLE 30-A, M.R.S.A.ss2602)

Appointment by the Select Board

To Gary Quintal of Readfield, in the County of Kennebec and State of Maine: There being a vacancy in the
Person's name
position of E911 Addressing Officer 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 **Nov. 3, 2014.**

Given under our hands this 3rd, day of Nov., 2014.

Select Board of Readfield

P. Greg Durgin

Sue Reay

Valarie Pomerleau

Thomas Dunham

Alien Curtis

TOWN OFFICERS' OATH

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

I, Gary Quintal, 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, Kenneth Pratt, do swear, that I will faithfully discharge to the best of my abilities, the duties incumbent on me as
Person's name

E911 Addressing Officer according to the Constitution and laws of the State. So help me God.
Position

Appointees signature: _____ Date: _____, 2014

Before me, _____, Clerk of Readfield
Date: _____, 2014 Time: _____

STATE OF MAINE

County of Kennebec

_____, 2014

Personally appeared the above named Gary Quintal who has been duly appointed by the Select Board to the
person being sworn in
position of E911 Addressing Officer in said Municipality, and took the oath necessary to qualify him/her to discharge
Position
said duties for the term specified above according to law.

Before me, _____ Municipal Clerk
Robin L. Lint

7. Military excise tax exemption survey update

Please see the attached survey summary as compiled by Allen Curtis on this topic.

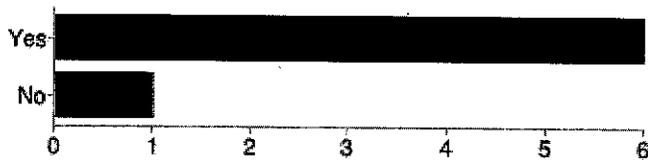
The Board could continue to consider whether to propose a Town Meeting warrant article to allow this type of excise tax exemption.

7 responses

View all responses

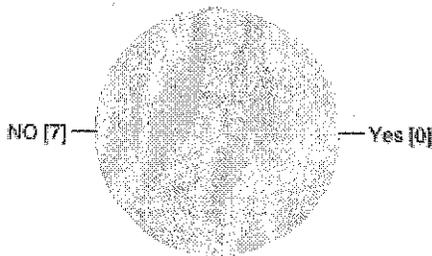
Summary

Are you a Resident of Readfield, Maine ?



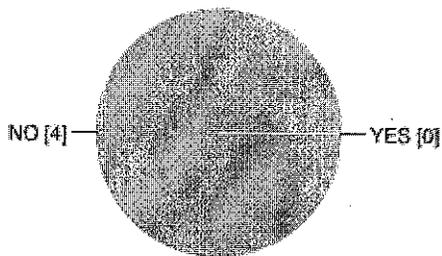
Yes **6** 86%
 No **1** 14%

Do you have a member of your family serving in the US Military



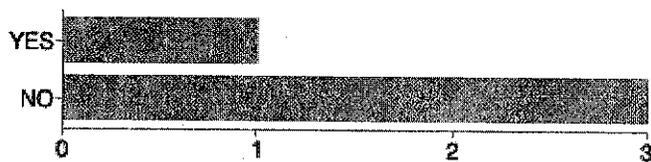
Yes **0** 0%
 NO **7** 100%

Are they assigned to a duty station with in the United States



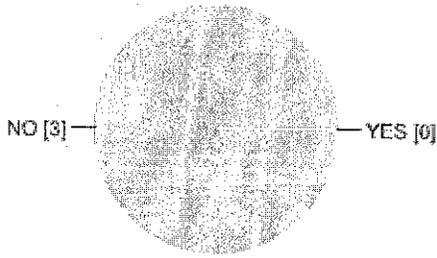
YES **0** 0%
 NO **4** 57%

Does the Military Member register their vehicle in Readfield, Maine ?



YES **1** 14%
 NO **3** 43%

Please provide the following information ? OPTIONAL



YES **0** 0%
NO **3** 43%

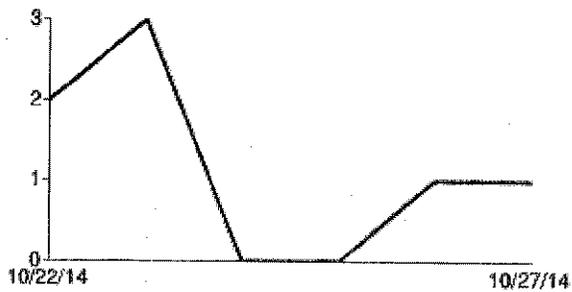
NAME

test-town office

DUTY STATION ASSIGNMENT

this is BS. I'm former Military, they earn salaries just like anyone else. Let them pay their taxes.

Number of daily responses



8. Firearms ordinance review

Please see attached the Town's current Firearms Ordinance and map. A review of the ordinance has been requested in conjunction with the Readfield Conservation Commission's (RCC's) recommendation for a possible change to restrict or eliminate hunting on the Fairgrounds property now that the athletic field has been built. Please see messages below from RCC members:

Stefan:

With regards to hunting, Dan is correct that RCC agrees with prohibiting hunting on the Fairgrounds. However, my question is really one of process rather than substance. The Town has typically controlled activities on town properties through management plans that are approved administratively (RCC proposes management plans and select board approves) rather than through ordinance. Rules related to other uses such as camping, motorized vehicles, etc. are all covered in the management plans and can be changed as needed through administrative action. The current hunting policy on the Fairgrounds was established through the management plan, not an ordinance. So, I would suggest that we probably should ban hunting through an amendment to the management plan rather than through ordinance. Select Board could seek public comment before making their decision.

Jerry Bley

Re: hunting, I think the RCC would like to see hunting prohibited at the Fairgrounds. I think I'd also like to discuss with them the murky rules related to the Fogg Farm area.

Dan Meyer

If the Select Board would like to propose any changes to the Firearms Ordinance, these would have to be presented in a warrant article for consideration by the Town Meeting.

Town of Readfield

FIREARMS ORDINANCE

approved 6/9/2011
TOWN MEETING

Whenever a provision of this ordinance conflicts with or is inconsistent with another ordinance, regulation, or statute, the more restrictive provision shall apply.

The Firearms Ordinance provides for both the safety of the residents of Readfield and for the peaceful enjoyment and use of property. The following sections apply to the use of firearms (including gas powered weapons) within the boundaries of the town.

Definition

Building: any residence, commercial or retail, educational, religious, or farm structure.

Section 1. It is unlawful to discharge a firearm of any kind or description or cause a bullet or projectile to pass within 100 yards of a building occupied by people, domesticated animals, livestock, machines, or harvested crops without having received prior written consent of the owner or occupant of the structure.

Section 2. It is unlawful to shoot or discharge firearms of any kind or description on any land owned by the Town of Readfield that is used for the transfer station.

Section 3. It is unlawful for any person, with the exception of the landowner, to shoot or discharge a firearm of any kind or description except for shotguns within the boundaries designated on the attached map.

Section 4. The provisions of sections 1&3 shall not apply on an approved firing range area. A firing range is only allowed after first obtaining a required land use permit through the Readfield Planning Board.

Section 5. Possession of a firearm on public school property or discharging one within 500 feet of school property is a violation of state law.

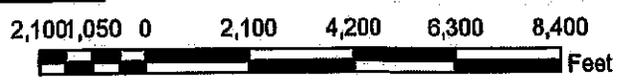
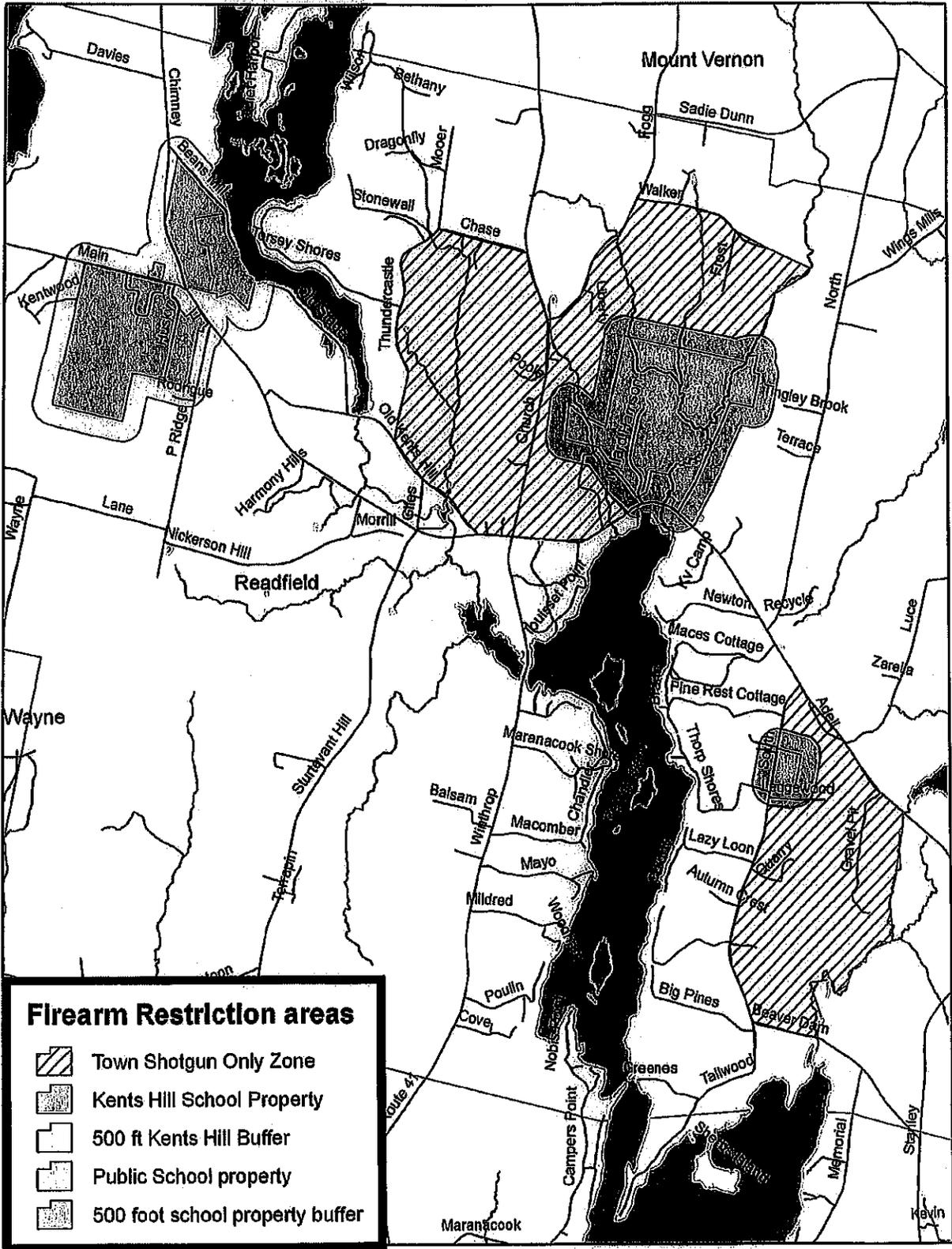
Section 6. Any violation of this ordinance is considered a civil infraction. Violations will be subject to a fine of not less than \$100 nor more than \$5,000 plus costs incurred by the Town of Readfield.

Oct. 24, 2011 , ROBIN L. LINT, CLERK

ATTESTED TRUE COPY OF FIREARMS ORDINANCE PASSED AT THE June 9, 2011
TOWN MEETING.



Readfield and State Firearms Restriction areas



Date: 5/12/2011

9. Article for Trail easements on private property

Please see the attached memo from Trails Committee Chair, Milt Wright regarding a proposed Town Meeting warrant article to authorize trail easements or agreements on private property.

There also is attached a draft warrant article example, along with a legal counsel message about this, and a copy of another trail agreement on private property that was ratified previously.

The Select Board could consider whether to include an article for this requested purpose on the next Town Meeting warrant.

Milt Wright will attend the meeting to discuss this item.

RECEIVED _____

AUG 27 2014

COPY
FYI

PO Box 16
Readfield, ME 04355
August 27, 2014

Sue Reay, Chair
Readfield Select Board
Town of Readfield
8 Old Kents Hill Road
Readfield, ME 04355

Dear Sue:

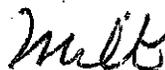
Enclosed is a proposed article submitted on behalf of the Trails Committee for inclusion in a future annual town meeting warrant. Please note that the Trails Committee's request is that this article be placed on an annual town meeting warrant and not on a special town meeting warrant in the event that there is a special town meeting scheduled.

The reason for the Trails Committee's request is a recent opinion from the Town's General Counsel dated July 21, 2014 in which the General Counsel writes that "The Trails Committee only has the authority that the town meeting has delegated to it, either directly, or indirectly through the Select Board." A copy of the complete General Counsel's opinion is enclosed.

Sue Reay, Chair
Page 2
August 27, 2014

A representative of the Trails Committee, if invited, will make him- or herself available to further explain this issue at a future Select Board meeting.

Very truly yours,



Milton R. Wright, Chair
Trails Committee

Enclosures

Cc: Select Board Members
Stefan Pakulski, Town Manager
Robin Lint, Town Clerk
Trails Committee Members

Article _____ To see if the Town will authorize the Select Board to approve trail easements and/or trail agreements with private property owners negotiated by the Trails Committee for trails/pathways on private property with the owners of the private property based on criteria established by the Select Board.

Milt Wright

From: "Stefan Pakulski" <readfield.tmgr@roadrunner.com>
Date: Friday, July 25, 2014 12:58 PM
To: "Milt Wright" <baxterpk39@myfairpoint.net>
Subject: FW: trail agreement review

Milt – Please see message below from Lee Bragg about the trail agreement with the Union Meeting House. It looks like a Town Meeting vote would be needed, but it could be after the fact.

Let me know if you would like to talk about this more.

Thanks,

Stefan

From: Lee Bragg [mailto:lbragg@bernsteinshur.com]
Sent: Monday, July 21, 2014 8:40 PM
To: Stefan Pakulski
Subject: Re: trail agreement review

Stefan,

The Trails Committee only has the authority that the town meeting has delegated to it, either directly, or indirectly through the Select Board. To some extent, authority can be implied from general directives. In the absence of a town meeting vote containing direct authority to contractually bind the Town, or a vote under which such authority can be reasonably implied, any contract would need to be ratified by a subsequent town meeting vote.

Lee

Lee Bragg
Shareholder
lbragg@bernsteinshur.com
207 629-6212 direct
207 623-1596 main
[My Bio](#) | [LinkedIn](#) | [Twitter](#)

BERNSTEIN SHUR | Click for Address: [Augusta, ME](#) | [Portland, ME](#) | [Manchester, NH](#) | [bernsteinshur.com](#)
Member, Lex Mundi, the world's leading association of independent law firms.

Confidentiality notice: This message is intended only for the person to whom addressed in the text above and may contain privileged or confidential information. If you are not that person, any use of this message is prohibited. We request that you notify us by reply to this message, and then delete all copies of this message including any contained in your reply. Thank you.

IRS notice: Unless specifically indicated otherwise, any tax advice contained in this communication (including any attachments) was not intended or written to be used, and cannot be used, for the purpose of (a) avoiding tax-related penalties under the Internal Revenue Code, or (b) promoting, marketing, or recommending to another party any transaction or matter addressed herein.

On Jul 17, 2014, at 12:48 PM, "Stefan Pakulski" <readfield.tmgr@roadrunner.com> wrote:

Hi Lee,

Please see the attached "Trail Agreement for Library Trail" which would grant permission from the Union Meeting House to the Trails Committee to construct and maintain a trail on UMH property.

8/27/2014

Received Kennebec SS.
08/19/2010 10:45AM
Pages 4 Attest:
BEVERLY JUSTIN-HATHEWAY
REGISTER OF DEEDS

**TRAIL AGREEMENT
FOR
READFIELD FAIRGROUNDS LOWER TRAIL
BETWEEN THOMAS S. AND ANN M. LUKAS
AND
THE TOWN OF READFIELD, MAINE**

THOMAS S. AND ANN M. LUKAS, owners of property located at 1061 Main Street (Readfield Tax Map 120, Lot 062) in Readfield, Maine (hereinafter referred to as the "Landowners" which word is intended to include their heirs, successors, and assigns):

4 Grant permission to the **TOWN OF READFIELD**, a body corporate and politic, located at Kennebec County, Maine with a mailing address of 8 Old Kents Hill Road, Readfield, Maine 04355 (hereinafter referred to as the "Town") to locate, construct and maintain a portion of the Readfield Fairgrounds Lower Trail across the Landowners' property as shown on the attached map and to allow for non-motorized public recreational use of the trail. The Landowners grant permission for non-motorized uses of the trail by the public, including walking, biking, snowshoeing, and cross-country skiing. No other uses of the trail, including motorized vehicles and horses, are permitted under this Agreement. Motorized vehicles and equipment shall be permitted for construction and maintenance of the trail.

This permission is granted for a period of five years, and for successive five year periods, which shall commence automatically upon the expiration of the previous term. The Agreement shall renew on such date unless revoked in writing by a notice from the Landowners or Town at least ninety days prior to the expiration of any then current term.

The trail shall be constructed and maintained in an environmentally-sound manner. Construction and maintenance activities may include: placement of fill (requiring a wetlands permit from the Maine Department of Environmental Protection); clearing of trees and other vegetation; construction of water bars, stone steps, bog bridges, erosion control measures, and cairns; erection of an informational kiosk and small directional and informational signs; and painting marks on trees to identify the location of the trail.

The Town of Readfield, acting through its Trails Committee and other committees and departments, agrees to:

- maintain the trail on an annual basis or as needed to ensure that it is safe and suitable for public use and does not pose a threat to the environment;
- oversee use of the trail and cooperate with the landowners to prevent and rectify any inappropriate use; and
- be responsible for placement of informational signs to inform the public of rules related to the proper use of the trail.

The Landowners may make reasonable rules and regulations for safe public use of the trail and to control, limit or prohibit, by postings or other means, any of the following uses: night use, camping, loud activities, motorized use, open fires, hunting, and trapping.

The Landowners and the Town claim all of the rights and immunities against liability for injury to the public to the fullest extent of the law under Title 14 M.R.S.A. Section 159-A, et seq. as amended and successor provision thereof (The Maine Recreational Use Statute), Title 14 M.R.S.A. Section 8101 et seq. as amended and successor provision thereof (The Maine Tort Claims Act) and under any other applicable provision of law and equity.

In witness hereof, the parties hereto have executed this Agreement as of the last date written below.

LANDOWNERS

[Signature]
Witness

[Signature]
Thomas S. Lukas

8/18/10
Date

[Signature]
Witness

[Signature]
Ann M. Lukas

8/18/10
Date

LANDOWNERS ACKNOWLEDGEMENTS

STATE OF MAINE
COUNTY OF KENNEBEC, ss.

Personally appeared Thomas S. Lukas and acknowledged the foregoing instrument to be his free act and deed this 18 day of August, 2010.

Before me, [Signature]
Notary Public

Milton A. Wright
Please type or print name of notary
My commission expires: 1/25/14

STATE OF MAINE
COUNTY OF KENNEBEC, ss.

Personally appeared Ann M. Lukas and acknowledged the foregoing instrument to be her free act and deed this 18 day of August, 2010.

Before me, [Signature]
Notary Public

Milton A. Wright
Please type or print name of notary
My commission expires: 1/25/14



TOWN OF READFIELD

[Signature]
Witness

[Signature]
By: Stefan Pakulski
Its: Town Manager

August 18, 2010
Date

TOWN OF READFIELD ACKNOWLEDGEMENT

STATE OF MAINE
COUNTY OF KENNEBEC, ss.

Personally appeared the above-named Stefan Pakulski, Town Manager of the Town of Readfield, Maine and acknowledged the foregoing instrument to be his free act and deed in his said capacity, and the free act and deed of the TOWN OF READFIELD this 18 day of August, 2010.

Before me, *[Signature]*
Notary Public

Robin L. Lint
Please type or print name of notary
My commission expires: 5-22-2017



NOTICES:
 ALL REFERENCES ARE REFERENCED TO THE NORTH, EXCEPT FROM THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL F, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

PARCELS C AND PARCEL D: ARE THE SAME AS SHOWN ON THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCELS C AND D, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

PARCEL E: IS THE SAME AS SHOWN ON THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL E, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

PARCELS F, G, H, I, J, K, L, M, N, O, P, Q, R, S, T, U, V, W, X, Y, Z: ARE THE SAME AS SHOWN ON THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCELS F THROUGH Z, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL A, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL B, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL D, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL E, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL F, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL G, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL H, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL I, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL J, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL K, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL L, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL M, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL N, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL O, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL P, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL Q, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL R, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL S, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL T, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL U, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

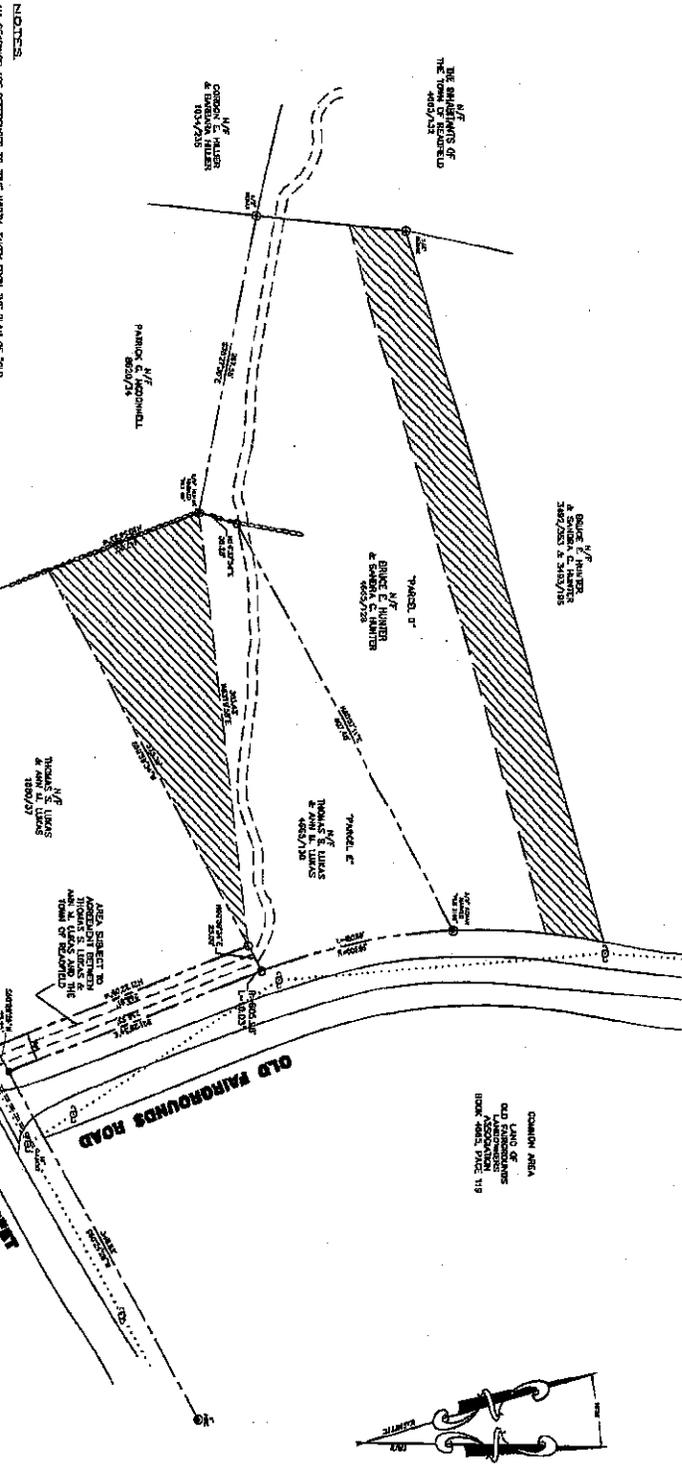
SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL V, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL W, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL X, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL Y, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.

SEE ALSO: THE PLAN OF OLD FAIRGROUNDS SUBDIVISION - PARCEL Z, MADE FOR THE TOWN OF READFIELD, MAINE, AS NOTED.



STATE OF MAINE
 RECORDS COUNTY SS RECORDS OF DEEDS
 AT _____ M. AND
 RECORDED IN PLAIN BOOK _____ PAGE _____
 FIRST _____

LEGENDA:

- ⊙ BOUNDARY FOUND - AS NOTED
- BOUNDARY FOUND WITH A SURVEYING
- COPY MARKED THIS DATE
- UTILITY POLE
- QUERIED UTILITY LINE
- BOUNDARY FOUND LOWER TRAIL
- AREA OF PARCELS C, D, PARCEL E, WHERE NO PRESENTLY SUBSCRIBER OWN BE LOCATED
- THE LINE
- PROPERTY LINE

STATE OF MAINE
 DAVID J. ADELSON
 REGISTERED PROFESSIONAL SURVEYOR

SURVEY PLAN
READFIELD FAIRGROUNDS LOWER TRAIL
 THROUGH LAND OF LUKAS & HUNTER
 TOWN OF READFIELD - COUNTY OF KENNEBEC - STATE OF MAINE

MADE FOR
THE TOWN OF READFIELD
 8 OLD KENTS HILL ROAD - READFIELD, MAINE 04155

DATE OF SURVEY OCTOBER 2005 - DATE OF PLAN AUGUST 2006
 DATE OF RECORD 08-14-06 - 121-121-121 - FIELD BOOK NO. 217/02

GRAPHIC SCALE

(IN FEET)
 1 inch = 66 ft

MAIN-LAND DEVELOPMENT CONSULTANTS, INC.
 P.O. BOX 414 CROWN POINT - EVERHOLE FALLS, MAINE 04154
 PHONE: 207-876-8102 - FAX: 207-876-8461
 WEB PAGE: <http://www.main-landdevelopment.com/>



10. Purchasing policy review

Please see the attached copy of the Select Board's purchasing policy. The Select Board intends to review each policy annually, so this is the one of many policies to be reviewed this year. The Board will review the purchasing policy to see if any updates or changes might be considered. No changes or updates have been proposed.

Purchasing Policy for the Town of Readfield

Purpose - The Town of Readfield spends a considerable portion of its annual budget purchasing goods and services for the administration of Town business. It is important that these purchases be made in a businesslike manner, assuring accountability for the expenditure of Town funds. The Select Board directs the Town Manager and/or designees to use the policy described below to guide them in making purchases on the Town's behalf. It is the intent of this policy to set out the rules and guidelines for the purchase of goods and services.

Policy –

A. Bidding for Goods and Services Non-Roadwork:

It is the intention of the Board that purchases made for or on behalf of the Town be as economical as possible while still meeting the required standards. To that end the Town implements the following rules:

1. For all non-road related purchases over \$5,000, the Town will request bids through written Requests for Proposals (RFP's). At a minimum the RFP will clearly describe the work to be done, or the purpose of the goods to be purchased, the time frame for delivery, and any specifications required. A closing date will be established beyond which no other bids will be reviewed, and review criteria established for selecting the winning bid. The Board shall make bid openings and awards during regular public meetings or direct the Town Manager to set and publicize a public opening. It is recommended that a Select Board member attend this type of public opening.
2. Exceptions to using the written bidding process may only be made following a majority vote of the Board. In an emergency, this may be done by telephone/e-mail with a confirming vote at the next Board meeting.
3. Purchases of less than \$1,000 may be made using the most cost-effective source without a formal process. The Select Board will review all purchases during warrant review, and assure that they are appropriate.
4. For all purchases made which cost between \$1,000 and \$4,999 sealed written quotes shall be solicited from at least three vendors, at least one that will be from outside of Readfield, whenever practicable. A closing date will be established beyond which no other quotes will be received, and review criteria will be established for selecting the winning quote. The vendors and their quoted prices shall be reported to the Board as a regular part of the Town Manager's report.

5. If multiple vendors are not available for a particular item or service, or if there is an emergency need, the purchase may be made on a sole source basis. These purchases must also be indicated to the Board at their regular meetings.

B. Roadwork-Related Purchases:

1. In January of each year the Town Manager shall send out to all area contractors a request for quotes on labor, equipment and material rates for the upcoming year. All contractors submitting quotes will be held to the prices submitted in their quotes for all work performed for the Town during that year.
2. For emergency repair roadwork the Town Manager will use contractors from the list of those submitting quotes seeking to get the best quality work for the lowest cost. All work let out under this section will be reported to the Board during their regular meetings.
3. For all major road construction/reconstruction projects the Town Manager shall use the written RFP process to select the contractor to perform the work. Alternatively, with Board approval, the Town Manager and/or designee may act as General Contractor on behalf of the Town, using quoted prices for contracted services and equipment to perform major road construction/reconstruction projects.
4. For all road maintenance work over \$5,000 the Town Manager shall solicit sealed written quotes from at least 3 contractors, at least one that will be from outside of Readfield, whenever practicable. A closing date will be established beyond which no other quotes will be received, and review criteria will be established for selecting the winning quote. The contractors and their quoted prices shall be reported to the Board as a regular part of the Town Manager's report.

C. Past due Taxes:

It shall be the policy of the Town of Readfield to accept contract bids for work authorized by the Town from individuals, partnerships, businesses etc. without regard for any past due taxes owed to the Town of Readfield by the bidder.

Regular bid procedures and awarding of contracts will be followed in all cases.

Any vehicles used for Town work must have a current registration (if required legally) and valid inspection sticker.

However, before any contract is awarded and signed by the Town, bidders must be in good financial standing with the Town and provide proof that all past due / overdue personal property

taxes have been paid or have a signed payment agreement with the Town prior to award. If the Town awards a contract to a business that has past due /overdue personal property taxes owed to the Town, any payments(s) made for work done under the pending contract will be deducted from what the business owes the Town.

Individuals (sole proprietors), partnerships, and businesses not registered in Readfield but doing contract work with Readfield must be in good financial standing with their respective towns and must provide proof that all personal property taxes owed to their respective municipalities have been paid or have a signed payment agreement with the respective town prior to bidding.

Attested as a true copy:

Robin Lint, Town Clerk

Date:

Select Board Approved: November 4, 2013

saved: TClerk\Policies & Procedures\Current Adopted Policies\

Purchasing Policy 04-08-04, amended 02-11-13, and 11-04-13

11. Transfer Station: furnace quotes

Please see the attached quotes from MTV Heating, AFC, and J&S Oil to provide and install a new propane heater in the Transfer Station employee breakroom/bathroom area.

MTV's quote was \$1,665

AFC's quote was \$2,300

J&S Oil's quote was \$2,155

The Town budgeted \$2,000 to replace the furnace this year from the Transfer Station capital line.

Based on these quotes, the Town Manager recommends awarding the contract to MTV Heating of Mt. Vernon. The firm is reputable and has provided the Town a certificate of insurance.

Job Proposal

To: Town of Readfield- Transfer Station

CC: N/A

From: MTV Heating, Inc. 50 Hannah's Way Mount Vernon, ME 04352

Date: 10/23/2014

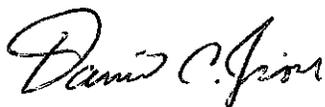
Re: Installation-Propane heater install

MTV Heating Inc. proposes the install of the following;

Install 1- Rinnai EX22CP propane room heater in bathroom area complete with approx 20' propane line, standard Rinnai vent kit, gas shutoff valve, appliance flex connector, drip leg kit, all fittings and labor.

Total Job: \$ 1,665.00

-Payment due within 30 days after completion of installation.





Augusta Fuel Company • 4 Northern Ave. Augusta, ME 04330
 (207) 623-3851 • FAX (207) 623-4677
 Fuel Oil, Plumbing, Pumps, Heating, Electrical, Refrigeration & Air Conditioning Services

PROPOSAL

Oct 27, 2014

Account Number	Proposal Number
5125	6636-1

Bill To: Town Of Readfield 8 Old Kents Hill Rd Readfield, ME 04355	Work At: Town of Readfield Transfer Station Readfield, ME 04355
--	---

We hereby submit specifications and estimates for:

Install one (1) Rinnai EX22 wall furnace at the transfer station. Connect gas line to existing LP tank outside of building. All materials and labor to complete job included.

Estimator: Sean McCormick

Total: \$2,300.00

Payment to be made as follows:

- 1/3 down remainder due at completion date with approved credit - \$766.67

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Authorized Signature: _____

ACCEPTANCE OF PROPOSAL - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: _____

Date of Acceptance: _____

Signature: _____

Note: This proposal may be withdrawn by us if not accepted by 11/26/14.



Heating Oil Service & Deliveries
PO Box 8, Manchester, ME 04351 ~ PO Box 8130, Winslow, ME 04901
(207) 626-2714 / 1-800-464-2714 / (207) 872-2714
"An Employee & Family Owned Maine Business"

HOME CONSTRUCTION CONTRACT

This contract is for home construction, repair, or remodeling. It was drafted by the Consumer Protection Division of the Maine Attorney General in an attempt to meet the requirements of 10 M.R.S.A. §§ 1486-90, Home Construction Contracts. This contract is required to be used for home construction or repair projects costing more than \$500.00

Contract No.

1. Parties To This Contract:

A. Contractor: J & S Oil Heat
867 Western Ave.
Manchester, ME 04351

B. Homeowner: Town Of Readfield
2. Location Of Work Transfer Station
Readfield, Me.

3. Specifications as follows: 1- Rinnai EX22CW LP fired wall furnace.
1- Standard vent kit.
1- LP supply line.
1- Gas valve with side tap test port.
1- Drip tee kit.
1- Gas connector.

Note: A sufficient 120 volt electrical outlet located near the unit must be provided prior to the start of the job.

Note: This unit is to provide heat to the utility/bathroom area and is not intended to heat the entire building.

4. Contract Price (if a "cost-plus" formula the cost of labor and materials must be estimated).

All prices are valid for 30 days.

Cost of materials	\$ 1645.00
Cost of labor	\$ 510.00
Total cost	\$ 2155.00

5. Method of payment: Net 10 Days.

6. Description of the Work: **Install a propane fired heater.**

Warranties: The contractor provides the following express warranty: all work will be done to meet Maine State Codes.

In addition to any additional express warranties agreed to by the parties, the contractor warrants that the work will be free from faulty materials; constructed according to the standards of the building code applicable for this location; constructed in a skillful manner and fit for habitation. The warranty rights and remedies set forth in the Maine Uniform Commercial Code apply to this contract.

12. Transfer Station: revised Thanksgiving holiday hours

At the beginning of the fiscal year, the Select Board approved a schedule of annual holiday closings for the Town Office and Transfer Station. This included closing all Town services on Friday, November 28, 2014, the day after the Thanksgiving Day holiday. All employees would be entitled to use their own available leave time for this day off.

The Transfer Station staff members have requested the Select Board to change the closing to be Saturday, November 29, 2014 instead of Friday. They say that many residents would prefer to use the station on Friday, right after the Thanksgiving holiday, instead of waiting until Saturday. It would also give the staff members a three-day weekend. Staff members would still use their own earned leave for the day off.

The Board could consider this request to revise the Transfer Station Thanksgiving holiday hours, and the Town would advertise any change accordingly.

13. Other (if needed)

14. Public Communications: Members of the public may address the Select Board on any topic

15. Executive Session – Town Manager quarterly performance objectives