

# Town of Readfield – SELECT BOARD

MINUTES

11/03/2014

6:00 PM

TOWN OFFICE

<b>MEMBERS PRESENT</b>	Sue Reay, Valarie Pomerleau, Allen Curtis, Thomas Dunham, P. Greg Durgin
<b>MEMBERS ABSENT</b>	
<b>MEETING TYPE</b>	SELECT BOARD
<b>NOTE TAKER</b>	Tina L. Cagle
<b>ATTENDEES</b>	Town Manager, Stefan Pakulski, Gene Carbona, Steven McGee, Pete Davis, John Parent, Milt Wright, Ann Keilty, Gary Keilty, Holly Dominic, Nancy Baker, David Baker, David Trunnell, Dan Meyer, Deb Doten, Dave Linton

Agenda topics

**#1 MINUTES  
10/20/2014**

<b>MOTION</b>	Motion by Selectperson Durgin to accept minutes of 10/20/2014 as amended.
<b>SECOND</b>	Second by Selectperson Pomerleau.
<b>PASS/FAIL</b>	Motion passes: 3-0-1 (Chairperson Reay abstains due to absence)

**TAKEN OUT OF ORDER  
#4 TOWN MANAGER**

<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1) The bond for the Snowplow Contract was received by the deadline and all but two (2) vehicles were available for inspection and those vehicles were in the shop.</li> <li>2) McGee was able to plow for the storm that we just had due to the fact that all vehicles used had been inspected by the Town Manager.</li> <li>3) The Select Board will need to let McGee know by March 1<sup>st</sup> if they will bring him back for an optional 4<sup>th</sup> year.</li> </ol>
<b>MOTION</b>	
<b>SECOND</b>	
<b>DISCUSSION</b>	
<b>PASS/FAIL</b>	

**TAKEN OUT OF ORDER  
#6 APPOINTMENTS/REAPPOINTMENTS**

<b>DISCUSSION</b>	1) Mr. Dave Linton is applying for the Public Works Ad Hoc Committee.
<b>MOTION</b>	Motion by Selectperson Curtis to approve the application and appoint him to the committee.
<b>SECOND</b>	Second by Selectperson Dunham.
<b>PASS/FAIL</b>	Motion passes: 5-0

**TAKEN OUT OF ORDER  
#9 ARTICLE FOR TRAIL EASEMENTS ON PRIVATE PROPERTY**

<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1) The new owners are allowing the trail to finish the five (5) year agreement that was established by the previous owners.</li> <li>2) 90 days before the expiration date of the original agreement, the agreement will automatically renew for five (5) years if the owner is the same.</li> <li>3) The new owners must approve the new agreement or the trail may not be used as a public trail.</li> <li>4) If the article is passed at town meeting, who pays for maintaining the trail?</li> <li>5) What is the liability of town trails on private property...MMA says there is no liability to the town.</li> <li>6) Selectperson Dunham has concerns that if these agreements are in place and an owner decides to terminate the agreement They benefit from the land improvement that was paid for by the taxpayers.</li> <li>7) What criteria should the Board utilize to decide whether or not to continue? Selectperson Durgin and Pomerleau along with A resident to draft this criterion.</li> </ol>
<b>MOTION</b>	
<b>SECOND</b>	
<b>PASS/FAIL</b>	

<b>TAKEN OUT OF ORDER #8 FIREARMS ORDINANCE</b>	
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1) The ordinance would have to be updated at town meeting</li> <li>2) Management Plan may have a conflict, but would have to be researched to verify.</li> <li>3) How many incidents have occurred of firearms being discharged that have put residents in danger? One incident about 10 years ago.</li> <li>4) The use has changed dramatically since the Management Plan and the Firearms Ordinances were drafted.</li> <li>5) The Chairperson Reay believes that everyone knows to wear orange when in any woods during hunting seasons.</li> <li>6) Some residents believe that there are other places for people to hunt rather than the new trails.</li> <li>7) How many residents utilize the property for hunting?</li> <li>8) The South side of the Fogg Road is Shotgun and the North Side is Rifle hunting only.</li> <li>9) State Laws do restrict hunting when in proximity to buildings, roads etc...</li> <li>10) Fogg Farm documents are different than the Fairground documents and both need to be researched.</li> </ol>
<b>MOTION</b>	
<b>SECOND</b>	
<b>PASS/FAIL</b>	
<b>#2 WARRANT REVIEW</b>	
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1) Pull the Bernstein Shur invoice to pay with next run.</li> <li>2) The Town Manager will check into the invoice is showing a back order of almost \$6,000. This was for the jaws for life And the amount approved was \$15,000 and not the \$21,000 that the invoice is showing.</li> <li>3) Selectperson Dunham calls point of order to get back on track for the review.</li> </ol>
<b>MOTION</b>	Motion by Selectperson Dunham to approve the warrant #9 in the amount of \$373,821.73
<b>SECOND</b>	Second by Selectperson Curtis.
<b>MOTION</b>	Motion by Chairperson Reay to amend the original motion to have the warrant to be paid at the \$373,821.73 pending Clarification from MMA regarding health insurance costs of \$484.21
<b>SECOND</b>	Second by Selectperson Dunham
<b>PASS/FAIL</b>	Motion passes: 5-0 on the amended motion
<b>PASS/FAIL</b>	Motion passes: 5-0 on original motion
<b>#8 SELECTBOARD COMMUNICATIONS</b>	
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1) Reflectors should be placed at Thundercastle and Old Kents Hill Road due to the fact that the plow driver destroyed a portion of the new curb the first storm.</li> <li>2) Selectperson Curtis would like all items presented to the public be approved by the Select Board prior to being given out to verify the contents of said document.</li> <li>3) Selectperson Curtis feels that some documents are being distributed by the town are being viewed as from the Select Board when they are not.</li> <li>4) Selectperson Durgin noted that Karen Dube would like assistance on the Heritage Days Committee.</li> <li>5) The Kennebec Valley Emergency Management Agency (KVEMA) report has not been received by the town as yet. Town Manager will follow-up.</li> <li>6) The outlet for the tree at the town office is not working and an electrician will be needed.</li> <li>7) Select Board will contribute personal monies to purchase lights for the tree at the town office.</li> <li>8) 12/01 – RSU 38 walk thru with the Board members at the Elementary School</li> <li>9) 12/02 – MMA class for all Board members.</li> <li>10) Thank you for the minutes Budget and Cemetery minutes.</li> </ol>
<b>MOTION</b>	
<b>SECOND</b>	
<b>PASS/FAIL</b>	
<b>#4 TOWN MANAGER CONTINUED</b>	
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1) KVCOG will meet with the Solid Waste Committee to see where costs can be saved.</li> <li>2) McGee picked up all the ice storm debris.</li> </ol>
<b>MOTION</b>	
<b>SECOND</b>	
<b>PASS/FAIL</b>	
<b>#5 BOARDS &amp; COMMITTEES</b>	
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1) Town Manager updated the Board on the changes to the roads for the 15/16 fiscal year.</li> <li>2) Selectperson Curtis will be the liaison to the Road Committee.</li> <li>3) Selectperson Dunham would like to have any persons, contractors etc...that if they are going to be on the agenda for discussion that those persons should be notified individually.</li> <li>4) Mr. Reay commented that he was the topic of discussion at a meeting and was not notified and was not happy.</li> </ol>
<b>MOTION</b>	Motion by Selectperson Durgin to appoint Gary Quintal as Code Enforcement Officer, Plumbing Inspector & E911 Addressing Officer from 11/03/2014 – 06/30/2015.

<b>SECOND</b>	Second by Selectperson Curtis.
<b>PASS/FAIL</b>	Motion passes: 5-0

**#7 MILITARY EXCISE TAX**

<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1) A survey was available to residents on line to respond in regards to family members in the military etc.</li> <li>2) Only five (5) responses to the survey.</li> <li>3) At this point, the Board will not move forward with this ordinance.</li> <li>4) The survey will remain open for an additional two (2) weeks.</li> <li>5) Deb Doten was unable to get passed a certain point in the survey and was unable to complete it. She tried it again this evening and she was able to do so.</li> </ol>
<b>MOTION</b>	
<b>SECOND</b>	
<b>PASS/FAIL</b>	

**#10 PURCHASING POLICY**

<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1) Update the policies to note that "no emails or faxes will be accepted" when accepting bids.</li> <li>2) Selectperson Dunham would like to eliminate Section C in total.</li> <li>3) All the sections in this policy was asked for and passed by the people.</li> <li>4) The Town may not lien any property due to past due Personal Property. There usually is no way to collect those monies.</li> <li>5) This is the 1<sup>st</sup> reading.</li> </ol>
<b>MOTION</b>	
<b>SECOND</b>	
<b>PASS/FAIL</b>	

<b>MOTION</b>	<b>Motion by Chairperson Reay to extend the meeting until 9:30 pm.</b>
<b>SECOND</b>	Second by Selectperson Dunham.
<b>PASS/FAIL</b>	Motion passes: 5-0

**#11 TRANSFER STATION FURNACE QUOTES**

<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1) There was a discrepancy in the bids regarding an electrical outlet where J &amp; S Oil did not include an outlet in their quote.</li> <li>2) Many good references from the Board and the Residents present for MTV's service.</li> </ol>
<b>MOTION</b>	Motion by Selectperson Dunham to accept the proposal from MTV Heating of a propane heater for the transfer station in the amount of \$1,665.
<b>SECOND</b>	Second by Selectperson Durgin.
<b>PASS/FAIL</b>	Motion passes: 5-0

**TAKEN OUT OF ORDER  
#14 PUBLIC COMMUNICATIONS**

<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1) Henry Whittemore wants to commit to getting involved in the Town and will be available in any capacity needed and thanked the Board for doing the job that they do.</li> <li>2) Mr. Reay did not like a comment that was made at the last public hearing and wanted the Board to be more careful.</li> <li>3) Mr. Carbona was very confused at the public hearing and here at this meeting because he is always hearing the phrase "We well talk about this later" and are there items that are going into executive session that the public should be aware of?</li> <li>4) Selectperson Curtis explained that a comment he made may seem vague, but he was following the communications policy by not mentioning names or positions.</li> <li>5) Selectperson Durgin mentioned the document and spoke that it was drafted by the Town Clerk and was then given to the Board as informational only.</li> </ol>
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**#12 TRANSFER STATION HOLIDAY HOURS**

<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1) The transfer station attendants would like to have the transfer station open on the Friday after Thanksgiving rather than the Saturday.</li> <li>2) Residents complained about it last year.</li> </ol>
<b>MOTION</b>	Motion by Selectperson Pomerleau to approve the hours for the Thanksgiving Holiday will be Friday 11/28 and closed on Saturday 11/29.
<b>SECOND</b>	Second by Selectperson Durgin.
<b>PASS/FAIL</b>	Motion passes: 5-0
<b>DISCUSSION</b>	The Board entered executive session at 9:30 pm. The Select Board reconvened at 9:50 pm.

<b>MOTION</b>	Motion by Chairperson Reay to enter executive session pursuant to M.R.S.A. Title 1, section 405(6)(A) for a personnel issue: The Town Manager's quarterly performance objectives, with the Town Manager invited to attend.
<b>SECOND</b>	Second by Selectperson Curtis.
<b>PASS/FAIL</b>	Motion passes: 5-0.
<b>DISCUSSION</b>	The Select Board and Town Manager entered executive session at 9:52 pm. The Select Board reconvened in open session at 10:05 pm.
<b>MOTION</b>	Motion by Chairperson Reay to enter into executive session pursuant to M.R.S.A. Title 1, section 405(6)(A) for a personnel issue.
<b>SECOND</b>	Second by Selectperson Curtis.
<b>PASS/FAIL</b>	Motion passes: 3-2 (Selectpersons Pomerleau and Curtis)
<b>DISCUSSION</b>	The Select Board entered executive session at 10:06 pm. The Select Board exited executive session at 10:47 pm.
<b>DISCUSSION</b>	Seeing no further business. Chairperson Reay adjourned the meeting.

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