

**BUCKFIELD SELECT BOARD
TUESDAY, SEPTEMBER 20, 2022
MEETING MINUTES**

In Person and Remote Participation via ZOOM / 6:30 PM

CALL REGULAR MEETING TO ORDER AND DECLARE QUORUM AT 6:30 PM

Roll Call / Declare Quorum

Present: Chairman Mike Iveson, Vice Chairman Azalea Cormier, Selectman Janet Iveson, Selectman Sandra Fickett, Interim Town Manager Cameron Hinkley, Kathy Hladik (Library Director), Bill Glass, Martha Catevenis, Vivian Wadas, Charles Burg (Zoom), Judy Burg (Zoom), Cheryl Coffman (Zoom), Steve Sherlock (Sun Journal via Zoom)

Chairman Mike Iveson announced that the Board would move the public comment section of the meeting to the last item on the agenda to allow residents to comment on items after they had time to hear about agenda items.

OLD BUSINESS

1. LIBRARY ACCESSION AND DEACCESSION POLICY/LIBRARY TRUST (Action)

Selectman Janet Iveson made a motion to accept the suggestions made by the Library Committee until the board reviews the Standard Operating Guidelines in full, Vice Chairman Azalea Cormier seconded – Discussion – Selectman Sandra Fickett expressed concerns with some items included in the letter including handling of donations and use of the building. Vice Chairman Azalea Cormier rescinded her second, Selectman Janet Iveson rescinded her motion.

Chairman Mike Iveson made a motion to abolish the Town of Buckfield Zadoc Long Free Library Department Accession and Deaccession Policy, Vice Chairman Azalea Cormier seconded – VOTE – All in favor 4-0.

Selectman Sandra Fickett made a motion to accept proposed changes to book fines, check out periods, processing fees, and printer use fees as outlined in section 4, A through D, of the Library Committees' letter to the Select Board, Chairman Mike Iveson seconded – VOTE – All in favor 4-0.

2. PERSONNEL POLICIES – BIENNIAL REVIEW (Action)

Selectman Janet Iveson made a motion to hold a workshop on October 4, 2022 to review the first five (5) sections of the Personnel Policies and Procedures Handbook, Chairman Mike Iveson seconded – VOTE – All in favor 4-0.

NEW BUSINESS

1. CONSENT AGENDA (Action)

a. Warrants

- | | |
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| i. Payroll Warrant #22 | \$11,877.19 |
| ii. Accounts Payable Warrant # 25 | \$25,961.63 |

iii. Payroll Warrant #26	\$13,637.51
iv. Accounts Payable Warrant # 27	\$13,074.46

Chairman Mike Iveson made a motion to approve the consent agenda, Vice Chairman Azalea Cormier seconded – VOTE – All in favor 4-0.

2. APPROVE MINUTES (Action)

- a. September 6, 2022 Select Board Meeting

Chairman Mike Iveson made a motion to approve the minutes of the September 6, 2022 Select Board meeting, Vice Chairman Azalea Cormier seconded – VOTE – All in favor 4-0.

3. BMV AGENT APPOINTMENT – BRITTANY PARROTT (Action)

Chairman Mike Iveson made a motion to appoint Brittany Parrot the Bureau of Motor Vehicle Agent, Vice Chairman Azalea Cormier seconded – VOTE – All in favor 4-0.

4. ARPA REQUESTS (Action)

- a. Fuel Management System – 2 Quotes (Fire/Rescue/Public Works)
- b. Fire Department iPads for Engine and Tanker

Selectman Sandra Fickett made a motion to approve ARPA request for the fuel management system from Simard, and the necessary equipment for the Fire Department. Selectman Fickett rescinded her motion.

Selectman Sandra Fickett made a motion to disburse up to \$2,255.98 from the ARPA account for the purchase of two (2) tablets, cases and necessary equipment for the Fire Department, Chairman Mike Iveson seconded – VOTE – All in favor 4-0.

Vice Chairman Azalea Cormier made a motion to accept the quote from Simard to be disbursed from ARPA funds for the purchase of a fuel management system, Chairman Mike Iveson seconded – VOTE – All in favor 4-0.

Resident Judy Burg expressed frustration that more of the ARPA funds hadn't been utilized for things such as fire education.

OTHER BUSINESS

Resident Vivian Wadas asked if the Emergency Plan was up to date seeing as winter is approaching. The plan should have everyone's names and phone numbers in case a natural disaster occurs.

Selectman Sandra Fickett suggested looking at security equipment needs for the municipal center using ARPA funds as the current system isn't operational. She also stated that there is a need for an accessible public restroom

in town. She suggested it is more important now than ever after the COVID pandemic to have one. As a business owner she has brought this up to multiple Selectman and multiple boards since 2014. She stated she knew for a fact that people frequently use public space in town to relieve themselves because there is no public restroom.

Chairman Mike Iveson made a motion to extend the meeting until the business was finished, Vice Chairman Azalea Cormier seconded – VOTE – All in favor 4-0.

Resident Vivian Wadas let the board know that she watched an Efficiency Maine webinar on a new program available for retrofits with the Interim Town Manager. She stated that she was unsure if it was possible to use ARPA funds in conjunction with the grants but it might be possible. The deadline to apply is August 2023.

Selectman Sandra Fickett requested an agenda item be added to the next Select Board meeting to discuss a public restroom.

Chairman Mike Iveson made a motion to go into Executive Session pursuant to 1 M.R.S.A. § 405(6) at 8:40 PM regarding a personnel issue, Vice Chairman Azalea Cormier seconded – VOTE – All in favor 4-0.

The Board returned from Executive Session at 8:54 PM. Chairman Mike Iveson stated that no decisions had been taken.

Discussion took place regarding the Solid Waste Committee and the contract with Sumner that expires in March of 2023. Interim Town Manager Cameron Hinkley will reach out to the Town Clerk of Sumner to see what dates work for the Sumner Select Board so a Solid Waste Committee meeting can be held. The board tentatively set aside November 29, 2022.

Chairman Mike Iveson made a motion to move the second Select Board meeting of October to October 25, 2022, Vice Chairman Azalea Cormier seconded – VOTE – All in favor 4-0.

ADJOURN

Vice Chairman Azalea Cormier made a motion to adjourn at 9:08 PM, Selectman Janet Iveson seconded VOTE – All in favor 4-0.

Upcoming Meetings:

1. Recreation Committee Meeting – September 22, 2022 at 6:30 PM
2. Economic Development Committee Meeting – September 22, 2022 at 6:00 PM
3. Select Board Workshop – TBD
4. Select Board Meeting – October 25, 2022 at 6:30 PM
5. Planning Board Meeting – October 12, 2022 at 6:00 PM

Tabled Items:

Fire Squad Truck Repair/Replacement
~~Library Accession and Deaccession Policy – Library Trust~~
Personnel Policies and Procedures Biennial Review

Minutes approved at the October 4, 2022 Select Board Meeting