

**BUCKFIELD SELECT BOARD
TUESDAY, AUGUST 23, 2022
MEETING MINUTES**

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

CALL REGULAR MEETING TO ORDER AND DECLARE QUORUM

Roll Call / Declare Quorum

Present: Selectman Mike Iveson, Selectman Janet Iveson, Selectman Azalea Cormier, Selectman Sandra Fickett (Remote), Interim Town Manager Cameron Hinkley, Penny Horsfall, Rosita Friel, Vivian Wadas, Linda Cooper, Judy and Charles Burg, Martha Catevenis, Corey Nicholson, Heather Henley-Nicholson, Equity Buckfield, Richard Piper, Steve Sherlock.

Remote Meeting Participation Protocol

Public Comment Period (*the Board sets up to 15 minutes aside as a public comment period at the beginning of every meeting*). None

ELECTION OF OFFICERS (Action)

Chairman

Selectman Sandra Fickett made a motion to nominate Selectman Mike Iveson as the Chairman of the Select Board, Selectman Azalea Cormier second – VOTE – All in favor 4-0.

Vice Chairman

Chair Mike Iveson made a motion to appoint Selectman Azalea Cormier as Vice Chairman of the Select Board, Selectman Janet Iveson second – VOTE – All in favor 4-0.

OLD BUSINESS

1. HISTORICAL SOCIETY LEASE (Action)

Interim Town Manager Cameron Hinkley presented the final draft of a three-year lease for additional space, one more office, on the second floor of the municipal center for the Buckfield Historical Society.

Selectman Janet Iveson made a motion that the lease be accepted between the Town of Buckfield and Buckfield Historical Society, Chair Mike Iveson second. Chair Mike Iveson clarified the term would be from September 1, 2022 through August 31, 2025 – VOTE – All in favor 4-0.

2. ELECTION RESULTS (Information)

Interim Town Manager Cameron Hinkley discussed the next action that needed to be taken by the board in order to proceed with the roll out of the newly passed Adult Use and Medical Marijuana Ordinance. He explained that a fee schedule/schedule of fees needs to be created so that a Use Permit Application could be drafted and finalized. Examples of fees from other towns as well as applications were passed out to the board members.

- a. Marijuana Ordinance - Fee Schedule
- b. Use Permit Application

NEW BUSINESS

1. APPROVE MINUTES (Action)

- a. August 11, 2022 Select Board Meeting

Interim Town Manager Cameron Hinkley pointed out that the day of the week was incorrect. It stated Tuesday and should have said Thursday.

Selectman Janet Iveson made a motion to approve the August 11th minutes with one adjustment, making Tuesday August 11th read Thursday August 11th, Chair Mike Iveson seconded – VOTE – 2-0 (Selectman Sandra Fickett and Selectman Azalea Cormier did not vote – not Select Board members on August 11th)

2. NORTHEAST BANK - AUTHORIZED SIGNER APPOINTMENT (Action)

Selectman Janet Iveson made a motion to appoint the Select Board Chair Mike Iveson a signatory on the Northeast Bank account, and to make Azalea Cormier a signatory on the Northeast Bank account as well, Chairman Mike Iveson second – VOTE – All in favor 4-0.

3. HEALTH OFFICER APPOINTMENT (Action)

Interim Town Manager Cameron Hinkley informed the board that Mitch Berkowitz was still listed as the Local Health Officer on the state website and that a new LHO needed to be appointed. A discussion ensued about who should be appointed. Review of the state law took place.

Chairman Mike Iveson made a motion to appoint Interim Town Manager Cameron the Interim Local Health Officer and a posting be put up on the website looking for a volunteer to replace him at the earliest convenience.

Interim Town Manager Cameron Hinkley read a portion of the statute that stated the Chair of the municipal officers shall perform the duties of a local health officer until the regular LHO is returned to duty or another person has been appointed.

Chairman Mike Iveson rescinded his motion. Selectman Janet Iveson made a motion that in the absence of an actual Local Health Officer the board appoint the Chair of the Select Board Mike Iveson to take on that position until which time the board can find a permanent Local Health Officer. Selectman Azalea Cormier second – VOTE – The board started to take a vote and discovered Selectman Sandra Fickett's mic was muted.

A discussion ensued at which time it was determined a vote did not have to take place based on the wording of the statute and that the Chair would assume the duties until which time a Local Health Officer was appointed.

Selectman Janet Iveson rescinded her motion and made a motion to advertise on the town website for a Local Health Officer for someone who would like to volunteer for that position, Selectman Azalea Cormier second – VOTE – All in favor 4-0.

4. WINTER SAND BIDS (Action)

Chairman Mike Iveson read the two bids for winter sand that were received. Picked up price per yard for one bid was \$8.50, the other was \$6.00 per yard. Vivian Wadas and Penny Horsfall expressed concern about quality specifications and wanted to ensure that the sand met the necessary requirements.

Chairman Mike Iveson made a motion to table until the next meeting. Further discussion ensued. **No second.**

Selectman Janet Iveson made a motion to accept the lowest priced bid contingent on the fact that it is the right quality to go through the town's equipment. Selectman Sandra Fickett second – VOTE – All in favor 4-0.

Vivian Wadas brought up a concern about the sand tarp being off the pile. Chairman Mike Iveson recommend notifying the Public Works if they identify an issue. Interim Town Manager Cameron Hinkley let everyone know that Public Works had ordered a new tarp and that the cost had climbed to \$3,500. He also stated that if anyone has any concerns to reach out to him and he would get in touch with the Public Works Forman.

5. LIBRARY

a. Friends of the Library – Feasibility Study (Action)

Selectman Sandra Fickett made a motion to support the feasibility study proposed by the Friends of the Zadoc Long Free Library at no cost to the town. Selectman Janet Iveson second – Discussion ensued regarding non-profit status. VOTE – All in favor 4-0.

b. Accession and Deaccession Policy (Action)

Interim Town Manager Cameron Hinkley presented a proposed change to the existing “Zadoc Long Free Library Accession and Deaccession Policy” as brought to him by the Library director Kathy Hladik and the Friends of the Zadoc Long Free Library. There was public input from Vivian Wadas and Linda Cooper. The Select Board further discussed the matter.

Chairman Mike Iveson made a motion to table this item and invite someone from the Friend's group and the Library Committee to the next meeting. Selectman Sandra Fickett seconded – VOTE – All in favor 4-0.

6. **WARRANTS** - *(Approved Electronically)*

Payroll Warrant #16 - \$19,332.92

Accounts Payable Warrant #17 - \$19,376.71

Chairman Mike Iveson read the warrants for the record.

OTHER BUSINESS

EXECUTIVE SESSION PURSUANT TO 1 M.R.S.A. § 405(6) – if needed **NONE**

TOWN OFFICE HOURS - Interim Town Manager Cameron Hinkley recommended making changes to the Town Office Hours to allow the office staff to close out and leave by 5:00 PM. His recommendation was to be open Tuesday 9:00 AM to 8:00 PM and Wednesday through Friday 9:00 AM to 4:00 PM. Chairman Mike Iveson and the rest of the board stated and agreed that the office hours are the Town Manager's decision and they supported any decisions the Town Manager makes regarding such.

AGENDA AND BOARD PACKETS – Vivian Wadas let the board know that she couldn't locate the board packet that was posted online. Interim Town Manager Cameron Hinkley pulled up the website and showed those in attendance where to locate the packet on the Friday before Select Board Meetings.

TOWN MANAGER REPORT AND CONSENT AGENDA – Interim Town Manager Cameron Hinkley discussed his plans regarding a monthly Town Manager's Report as opposed to a biweekly report as well as utilizing a consent agenda for items that aren't of dispute, such as the Town Manager's report and the Payroll and Accounts payable warrants.

ADJOURN

Chairman Mike Iveson made a motion to adjourn the meeting at 7:54 PM, Selectman Azalea Cormier second – VOTE – All in favor 4-0.

Upcoming Meetings:

1. Select Board Meeting – September 6, 2022 at 6:00 PM
2. Planning Board Meeting – September 14, 2022 at 6:00 PM

Tabled Items:

Fire Squad Truck Repair/Replacement
Fire Tanker Repair

Minutes approved at the September 6, 2022 Select Board Meeting.