

**BUCKFIELD SELECT BOARD
TUESDAY, JANUARY 4, 2022
MEETING MINUTES**

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

CALL REGULAR MEETING TO ORDER AND DECLARE QUORUM at 6:34 p.m.

Roll Call / Declare Quorum

Present in person: Selectman Cameron Hinkley, Robert Hand

Via Zoom: Chair Woman Cheryl Coffman, Town Manager Lorna Nichols, Selectperson Janet Iveson, Selectman Mike Iveson, Penny Horsfall, Sun Journal Steve Sherlock, Martha Catevenis, Library Director Katie Clukey, Tracy.

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*). N/A

OLD BUSINESS - None

NEW BUSINESS

SET PUBLIC HEARING DATE FOR STM (Action) – Town Manager Lorna Nichols reiterated information regarding the hearing and suggested the board choose a date with all the requirements regarding posting of the notice.

Cameron Hinkley motion to schedule public hearing for January 12 at 6:30, second by Robert Hand – comments asked for, none given – vote, all in favor.

TOWN MANAGER'S REPORT – sent electronically. Town Manager Lorna Nichols gave an abridged version of her report that was sent to the board. Gave updates as to what is happening in office, report on the previous financial fiscal year.

Summary of ARPA fund requests: Administration requests TRIO and associated technology upgrades of a new server, PC's, additional printers if needed; Public Works is looking at a gas key system which will be secure and easy for accountability; Buckfield Rescue requesting an easy lift system; Library needs regarding air exchange, and the Fire Dept. has needs for turn-out gear that may be covered by ARPA.

MINUTES – Approve Minutes of December 21 (Action)

Chair Woman Cheryl Coffman motion to approve minutes, Janet Iveson second. Janet amended motion to ensure full names are recorded – vote, all in favor with Cameron Hinkley abstaining.

FIRE & AUDIT INVOICES (Action) Discussion of invoices, especially the amount regarding services rendered to the Fire Dept. that were much more than originally quoted. Chair Woman Cheryl Coffman recommended to not pay the amount over.

Chair Woman Cheryl Coffman motion not to pay the overage, Mike Iveson second (and added language to direct the Town Manager to pay only the estimated amount) – vote called - all in favor.

The Town Manager expressed concern regarding the 19-20 audit with entries as “other”. She was told by the audit company Ron L. Beaulieu & Company that anything “other” were phone calls or emails. Cheryl Coffman stated she felt uneasy with some of the charges on the invoices and would like more clarity from the company. She stated she is not satisfied with the service. Cameron Hinkley stated he was baffled that a CPA would provide a document that looked as unprofessional as it is, and the final charge is much more than the original estimate. The Town Manager stated she really didn’t think they were going to get an explanation on the “other invoices” other than what they had provided. Mike Iverson stated that the board should take a hard line with the company and push them to answer questions about the overage and the “other” charges in their billing, all board members agreed.

Mike Iverson motion that the town require a full accounting before the town pay the invoices and revisit the issue at the next meeting – Janet Iverson second – vote, all in favor.

WARRANTS:	Payroll 1/5 (Action) \$25,872.07	AP 25 (approved electronically) \$26,452.02
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Cheryl Coffman motion to accept Payroll 1/5 in the amount of \$25,872.07, Mike Iverson second – vote, all in favor.

Cheryl Coffman motion to accept AP 25 in the amount of \$26,452.02, Robert Hand second – vote, all in favor.

OTHER BUSINESS – None

ADJOURN

Chair Woman Cheryl Coffman motion to adjourn, Mike Iverson second – vote, all in favor. Meeting adjourned at 7:24 p.m.