

# Town of Buckfield

## Select Board Meeting Minutes

June 6, 2023 at 6:30 PM

In Person and Remote Participation via Zoom

### CALL REGULAR MEETING TO ORDER AND DECLARE A QUORUM AT 6:31 PM

Present: Chairman Bob Hand, Vice Chairman Azalea Cormier, Selectman Sandra Fickett, Selectman Mike Iveson (Zoom), Town Manager Cameron Hinkley, Vivian Wadas, Martha Catevenis, Penny Horsfall, Tina Brooks, Pierre Erhard, Jennifer Lowell, Everett Tilton, Heather Henley, Peter Fickett, Erin Hinkley, Cheryl Coffman, Jill Piper, Judy Berg, Michelle Casey, Terri St. Amant

### OLD BUSINESS

Chairman Bob Hand made a motion to add an item under Old Business to discuss tabled items. Vice Chairman Azalea Cormier seconded – VOTE – All in favor (4-0)

#### 1. MUNICIPAL PROPERTY USAGE POLICY/ORDINANCE (Discussion)

Vice Chairman Azalea Cormier gave an update on where she was in conducting research. Selectman Fickett discussed her ideas for the development process. No action taken.

#### 2. TABLED ITEMS (Discussion)

Selectman Fickett led a discussion on moving forward with the tabled items. The Board selected liaisons for the various Town Committees, Boards, and the BVC. The Town Manager let the public know that the Cable Franchise Agreement had been sent off to the Board for review and discussed updated changes.

### NEW BUSINESS

#### 3. CONSENT AGENDA (Action)

##### a. Disbursement Warrants

Payroll Warrant 120	\$ 14,656.30
Accounts Payable Warrant 121	\$ 23,500.00
Accounts Payable Warrant 122	\$ 4,947.55
Payroll Warrant 123	\$ 15,237.97
Payroll Warrant 124	\$ 290.66
Accounts Payable Warrant 125	\$ 8,626.75
Payroll Warrant 126	\$ 14,606.35
Accounts Payable Warrant 127	\$ 487,418.37 (Paving/School)
<b>Total</b>	<b>\$ 569,283.95</b>

Vice Chairman Azalea Cormier made a motion to approve the Consent Agenda. Selectman Fickett seconded – VOTE – All in favor (4-0)

**4. APPROVE THE MINUTES OF THE MAY 2, AND MAY 16, 2023 SELECT BOARD MEETINGS (Action)**

Vice Chairman Azalea Cormier made a motion to approve the minutes from May 2 and May 16, 2023 Select Board meetings. Selectman Mike Iveson seconded – VOTE – All in favor (4-0)

**5. BUCK-IT LIQUOR LICENSE AND SPECIAL AMUSEMENT PERMIT (Action)**

Vice Chairman Azalea Cormier made a motion to approve the Buck-It's Special Amusement Permit. Selectman Mike Iveson seconded – VOTE – All in favor (4-0)

**6. CEMETERY RULES AND REGULATIONS AMENDMENTS (Action)**

Chairman Bob Hand made a motion to approve the Cemetery Rules and Regulations as amended. Selectman Sandra Fickett seconded – VOTE – All in favor (4-0)

**7. COMMITTEE APPOINTMENTS**

- a. Glen Sevigny – Planning Board (3-Year Term Appointment)

Vice Chairman Azalea Cormier made a motion to appoint Glen Sevigny to a three-year (3) term on the Planning Board. Selectman Mike Iveson seconded – VOTE – All in favor (4-0)

- b. Judy Berg – Budget Committee (1-Year Term Reappointment)

Vice Chairman Azalea Cormier made a motion to reappoint Judy Berg to a one-year (1) term on the Budget Committee from July 1, 2023 through June 30, 2024. Selectman Mike Iveson seconded – VOTE – All in favor (4-0)

**8. BALLOT CLERK APPOINTMENTS (Action)**

- a. Vivian Wadas – Democrat Ballot Clerk

Vice Chairman Azalea Cormier made a motion to appoint Vivian Wadas as a Democrat Ballot Clerk for a term ending November 5, 2024. Selectman Mike Iveson seconded – All in favor (4-0)

**9. CANDIDATE MEET AND GREET – SELECTMAN SEATS AND SCHOOL BOARD DIRECTOR**

Chairman Bob Hand handed the meeting over to Vice Chairman Azalea Cormier due to the fact that he was running for reelection. The candidates for Select Board and R.S.U. # 10 School Board were invited up by the Select Board to introduce themselves and answer questions from the public.

**OTHER BUSINESS**

Public Comment Period (*the Board sets aside up to 15 minutes at the end of every meeting for public comment*)

Judy Burg asked for an update on the BVC. The Town Manager let her know that he had heard that the congressional funding necessary to conduct the well project was not approved.

Vivian Wadas asked about the annual town report, the status of the audits, and fund balance. Selectman Fickett explained that the Town Office staff is working diligently with volunteers to complete everything. The Town Manager explained that it takes time to properly send the financials to the auditor for an audit.

Vivian asked whether an RFP had been sent out for 2022-2023. The Town Manager explained that 2020-2021 and 2021-2022 were both under contract. He stated that the Town needs another Letter of Understanding from the current auditor for 2022-2023 and that he felt it would not be wise to switch auditors until the last three years were finished.

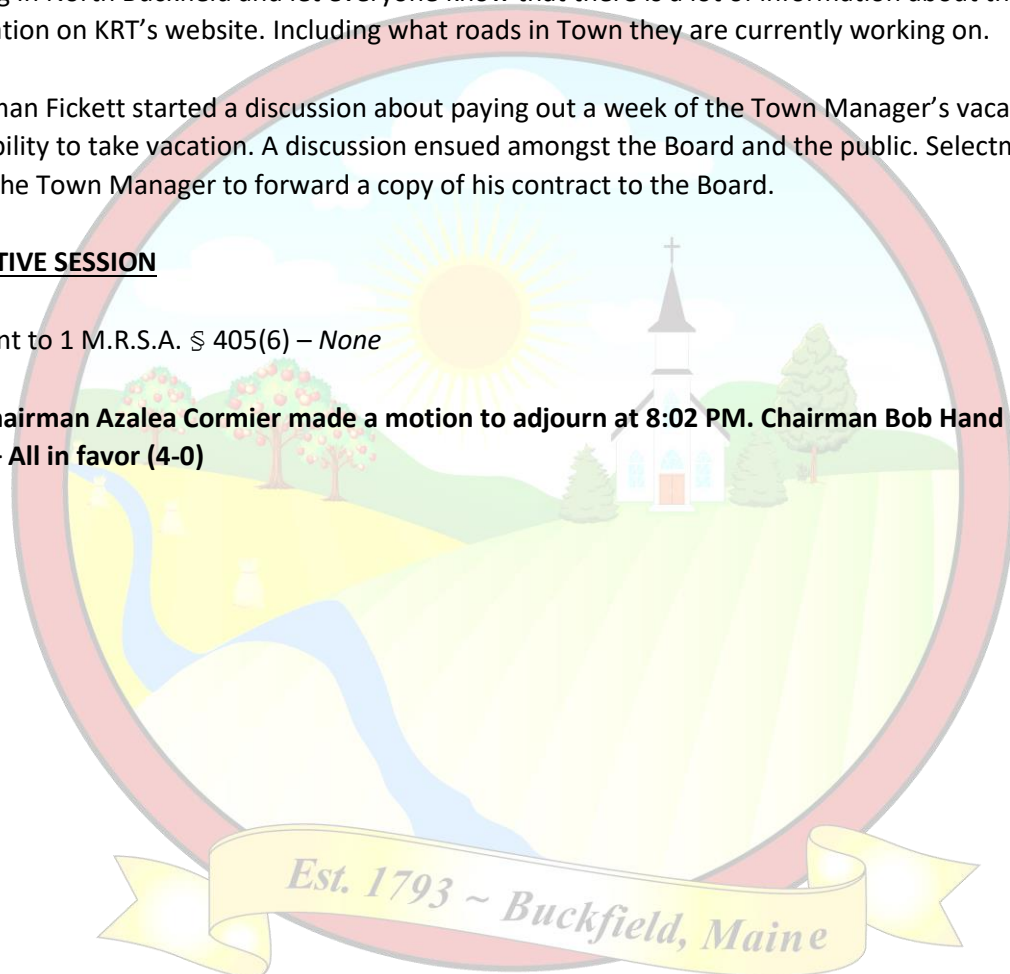
Judy asked about the assessors doing the revaluation. The Town Manager let her know that KRT is still working in North Buckfield and let everyone know that there is a lot of information about the revaluation on KRT's website. Including what roads in Town they are currently working on.

Selectman Fickett started a discussion about paying out a week of the Town Manager's vacation due to his inability to take vacation. A discussion ensued amongst the Board and the public. Selectman Fickett asked the Town Manager to forward a copy of his contract to the Board.

#### **EXECUTIVE SESSION**

Pursuant to 1 M.R.S.A. § 405(6) – *None*

**Vice Chairman Azalea Cormier made a motion to adjourn at 8:02 PM. Chairman Bob Hand seconded – VOTE – All in favor (4-0)**



Upcoming Meetings:

1. Annual Town Meeting – June 13, 2023, Polls open 8:00 AM until 8:00 PM
2. Planning Board Meeting – June 14, 2023 at 6:30 PM
3. Select Board Meeting – June 20, 2023 at 6:30 PM

Tabled Items:

1. School Budget Exploration – Improve communication with elected School Board Directors and the Select Board
2. Capital Improvement Planning
3. Comprehensive Plan – Revisit
4. Fire and Rescue Department Integration
5. Cable Franchise Agreement (**Sent to Select Board for review**)
6. Municipal Property Usage Ordinance
7. Select Board – Self Evaluations/Goal Setting
8. Library Trust (**Currently with the Town's Attorney**)
9. Cemetery Trust
10. Old Church on the Hill (**Second opinion received – need volunteers**)
11. Emergency Plan
12. Grant Policy Creation
13. Release former Tax Collector Dunn
14. Solid Waste Facility Changes – Annual Sticker Change (**Next meeting June 6**)
15. Communication Between Board and Committees – Reestablish Liaisons and Provide Guidance

**Committee/Board/Organization Liaisons:**

**Bob Hand** – School Board, Road Committee, Budget Committee

**Azalea Cormier** – Recreation Committee, Beautification Committee, Old Church on the Hill Committee

**Sandra Fickett** – Planning Board, Community Events

**Mike Iveson** – Buckfield Village Corporation, Economic Development Committee, Ordinance Development Committee

**Unassigned** – Appeals Board, Social Services

**Minutes approved at the June 20, 2023 Select Board Meeting**