

**BUCKFIELD SELECT BOARD
TUESDAY, JULY 7, 2020
MEETING MINUTES**

(This Meeting was digitally recorded and a copy of the DVD is available in the Town Office).

A remote participation Meeting of the Buckfield Select Board was held on Tuesday, July 17, 2020 via Zoom.

Board Members Present: Chairman Tina Brooks, Vice Chairman Martha Catevenis, Selectman Cheryl Coffman

Residents Present: Sandra Perkins, Penny Horsfall, Cameron Hinkley, Judy Berg

Others Present: Sun Journal Reporter Steve Sherlock, Town Clerk/Treasurer Cindy Dunn, Town Manager Joe Roach

1. CALL REGULAR MEETING TO ORDER AND DECLARE QUORUM

A. Roll Call / Declare Quorum

Chairman Brooks called the Meeting to order at 6:30 pm and declared a quorum.

B. Remote Meeting Participation Protocol

Chairman Brooks explained the protocol for the Meeting.

2. ELECTION OF OFFICERS

A motion was made by Selectman Coffman to nominate Tina Brooks as Chairman. There was no second. A motion was made by Chairman Brooks and seconded by Selectman Coffman to continue with the current officers in place and revisit the topic after the August 25, 2020 Annual Town Meeting.

Vote: Yes = 3 No = 0

3. APPROVE MINUTES

A. June 16, 2020 Joint Budget Meeting

A motion was made by Chairman Brooks and seconded by Selectman Coffman to accept the Minutes of the June 16, 2020 Joint Budget Meeting as presented.

Vote: Yes = 3 No = 0

B. June 23, 2020 Joint Budget Meeting

A motion was made by Vice Chairman Catevenis and seconded by Chairman Brooks to send the June 23, 2020 Joint Budget Meeting Minutes to the Budget Committee for review.

Vote: Yes = 3 No = 0

C. June 27, 2020 Public Hearing

A motion was made by Chairman Brooks and seconded by Selectman Coffman to accept the Minutes of the June 27, 2020 Public Hearing as presented.

Vote: Yes = 3 No = 0

D. June 30, 2020 Public Hearing

A motion was made by Chairman Brooks and seconded by Selectman Coffman to accept the Minutes of the June 30, 2020 Public Hearing as presented.

Vote: Yes = 3 No = 0

4. TOWN MANAGER'S REPORT

The Town Manager provided his report. A copy is attached to these Minutes.

5. OLD BUSINESS

A. Covid-19 Operations Phase III

A motion was made by Chairman Brooks and seconded by Vice Chairman Catevenis to accept the Phase III Re-entry Plan as presented.

Vote: Yes = 3 No = 0

B. Revaluation Workshop Schedule / Board of Assessors

No action taken.

C. 2017-18 Tax Lien Foreclosures

A motion was made by Chairman Brooks and seconded by Selectman Coffman to extend the 2017-18 tax lien foreclosure deadline for one pending sale from June 30, 2020 until July 17, 2020.

Vote: Yes = 3 No = 0

6. NEW BUSINESS

A. Fireworks Ordinance

A motion was made by Selectman Coffman and seconded by Chairman Brooks for the Select Board to draft and post an open letter to townspeople informing them of the state statute that covers consumer use of fireworks and to promote good communication with neighbors.

Vote: Yes = 3 No = 0

B. Town of Hebron / Shoulder Machine

A motion was made by Chairman Brooks and seconded by Selectman Coffman to loan the Public Works Department road shoulder machine to the Hebron Public Works Department with a letter of agreement.

Vote: Yes = 0 No = 3

C. FY 2020-21 Town Meeting Warrant / August Public Hearing

A motion was made by Chairman Brooks and seconded by Selectman Coffman to schedule a public hearing on August 11, 2020 at 6:30 pm.

Vote: Yes = 3 No = 0

A motion was made by Vice Chairman Catevenis and seconded by Chairman Brooks to instruct the Town Manager to have the Town Report ready by August 7, 2020.

Vote: Yes = 3 No = 0

7. OTHER BUSINESS

A motion was made by Vice Chairman Catevenis and seconded by Chairman Brooks to instruct the Town Manager to contact MMA Legal Services to see if a court order was needed prior to the Town taking over the Library and Damon Cemetery Trusts. Vice Chairman Catevenis removed her motion.

8. APPROVE & SIGN TREASURER'S WARRANTS

A. Payroll Warrants #52, #52A, #1 & #2

A motion was made by Chairman Brooks and seconded by Selectman Coffman to approve and sign Payroll Warrants #52, #52A, #1, & #2 individually.

Vote: Yes = 2 No = 1 (Catevenis)

B. Accounts Payable Warrants #51 & #52

A motion was made by Chairman Brooks and seconded by Selectman Coffman to approve and sign Accounts Payable Warrants #51 and #52 individually.

Vote: Yes = 2 No = 1 (Catevenis)

9. EXECUTIVE SESSION PURSUANT TO 1 M.R.S.A. SS 405(6)(A)

A motion was made by Chairman Brooks at 7:40 pm and seconded by Selectman Coffman to enter Executive Session pursuant to 1 MRSA SS 405(6)(A) to discuss personnel matters.

Vote: Yes = 3 No = 0

The Board returned from Executive Session at 7:50 pm. Chairman Brooks noted that a participant for the Executive Session was absent and the item will be placed on the Board's next agenda.

10. EXECUTIVE SESSION PURSUANT TO 1 M.R.S.A. SS 405(6)(A)

A motion was made by Chairman Brooks and seconded by Selectman Coffman to enter Executive Session pursuant to 1 MRSA SS 405(6)(A) for the Town Manager Evaluation at 7:55 pm.

The Board returned from Executive Session at 9:55 pm. Chairman Brooks stated that the Town Manager meets or exceeds expectations in all categories.

11. ADJOURN

A motion was made by Chairman Brooks and seconded by Selectman Coffman to adjourn at 9:56 pm

Vote: Yes = 3 No = 0

Minutes Prepared By: _____ Town Manager

Minutes Accepted At: _____ Board Meeting