

**BUCKFIELD SELECT BOARD
TUESDAY, AUGUST 18, 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, August 18, 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, Library Director Katie Clukey, 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. APPROVE MINUTES

A. August 4, 2020 Regular Meeting

A motion was made by Chairman Brooks and seconded by Vice Chairman Catevenis to accept the Minutes of the August 4, 2020 Regular Meeting as presented.

Vote: Yes = 3 No = 0

B. August 11, 2020 Public Hearing

A motion was made by Chairman Brooks and seconded by Selectman Coffman to accept the Minutes of the August 11, 2020 Public Hearing as presented.

Vote: Yes = 3 No = 0

C. August 12, 2020 Emergency Meeting

A motion was made by Chairman Brooks and seconded by Selectman Coffman to accept the Minutes of the August 12, 2020 Emergency Meeting as presented.

Vote: Yes = 3 No = 0

3. TOWN MANAGER'S REPORT

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

4. OLD BUSINESS

A. Health Insurance

A motion was made by Chairman Brooks and seconded by Selectman Coffman to recognize that the Board had a consultation with the Town's Attorney regarding health insurance and that the Board would enforce the Personnel Policies uniformly going forward.

Vote: Yes = 2 No = 1 (Catevenis)

B. Library Trust

A motion was made by Chairman Brooks and seconded by Selectman Coffman to direct the Town Manager to gather information related to the Library Trust takeover and send it to the Attorney General's Office for review.

Vote: Yes = 3 No = 0

5. NEW BUSINESS

A. Board & Committee Appointments

Appeals Board

A motion was made by Chairman Brooks and seconded by Selectman Coffman to appoint Earl Ingold to the Appeals Board for a term to expire on June 30, 2025.

Vote: Yes = 3 No = 0

Budget Committee

A motion was made by Chairman Brooks and seconded by Selectman Coffman to appoint Earl Ingold to the Budget Committee for a term to expire on June 30, 2021.

Vote: Yes = 3 No = 0

Beautification, Parks & Conservation Committee

A motion was made by Chairman Brooks and seconded by Selectman Coffman to appoint Janet Iveson to the Beautification, Parks & Conservation Committee for a term to expire on June 30, 2021.

Vote: Yes = 3 No = 0

Economic Development Committee

A motion was made by Chairman Brooks and seconded by Selectman Coffman to appoint Janet Iveson to the Economic Development Committee for a term to expire on June 30, 2021.

Vote: Yes = 3 No = 0

A motion was made by Chairman Brooks and seconded by Selectman Coffman to appoint Colleen Halse to the Economic Development Committee for a term to expire on June 30, 2021.

Vote: Yes = 3 No = 0

A motion was made by Chairman Brooks and seconded by Selectman Coffman to appoint Russell Clark to the Economic Development Committee for a term to expire on June 30, 2021

Vote: Yes = 3 No = 0

Zadoc Long Free Library Committee

A motion was made by Chairman Brooks and seconded by Selectman Coffman to appoint Belinda Kleeberger to the Zadoc Long Free Library Committee for a term to expire on June 30, 2023

Vote: Yes = 3 No = 0

A motion was made by Chairman Brooks and seconded by Selectman Coffman to appoint Cami Warren to the Zadoc Long Free Library Committee for a term to expire on June 30, 2023

Vote: Yes = 3 No = 0

B. Winter Sand Proposals

A motion was made by Chairman Brooks and seconded by Selectman Coffman to award the Winter Sand bid for FY 2020-21 to WA Lucas of Sumner, Maine for \$9.75 per yard as specified.

Vote: Yes = 3 No = 0

C. Financial Reports July 1, 2019 to June 30, 2020

A motion was made by Chairman Brooks and seconded by Selectman Coffman to accept the Financial Reports for July 1, 2019 to June 30, 2020.

Vote: Yes = 3 No = 0

6. OTHER BUSINESS

The Chair noted that the Board of Assessors will meet on October 1, 2020 at 6:00 PM.

Vice Chairman Catevenis asked to have the Idea Sharing list placed on the next agenda.

A motion was made by Vice Chairman Catevenis and seconded by Chairman Brooks to start putting Zoom meetings online.

Vote: Yes = 3 No = 0

A motion was made by Vice Chairman Catevenis and seconded by Chairman Brooks to allow Vice Chairman Catevenis to apply for the MMA Safety Enhancement Grant.

Vote: Yes = 3 No = 0

A motion was made by Vice Chairman Catevenis and seconded by Chairman Brooks to have the Board receive the recent "SafetyWorks" documentation.

Vote: Yes = 3 No = 0

7. APPROVE & SIGN TREASURER'S WARRANTS

A. Payroll Warrants #7 & #8

A motion was made by Chairman Brooks and seconded by Selectman Coffman to approve and sign Payroll Warrants #7 & #8 individually.

Vote: Yes = 2 No = 1 (Catevenis)

B. Accounts Payable Warrants #7 & #8

A motion was made by Chairman Brooks and seconded by Selectman Coffman to approve and sign Accounts Payable Warrants #7 & #8 individually.

Vote: Yes = 2 No = 1 (Catevenis)

8. 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 at 8:06 pm to enter Executive Session to discuss the appointment of an interim town manager.

Vote: Yes = 3 No = 0

Chairman Brooks declared that the Board had returned from Executive Session at 8:53 pm.

A motion was made by Chairman Brooks and seconded by Vice Chairman Catevenis to enter an Employment Agreement with Interim Town Manager Mitchell Berkowitz beginning August 19, 2020.

Vote: Yes = 3 No = 0

9. ADJOURN

A motion was made by Chairman Brooks and seconded by Selectman Coffman to adjourn at 8:55 pm

Vote: Yes = 3 No = 0

DRAFT

Minutes Prepared By: _____ Town Manager

Minutes Accepted At: _____ Board Meeting