

Town of Buckfield

Select Board Meeting Minutes

May 2, 2023 at 6:30 PM

In Person and Remote Participation via Zoom

CALL REGULAR MEETING TO ORDER AND DECLARE A QUORUM AT 6:35 PM

Present: Chairman Bob Hand, Vice Chairman Azalea Cormier, Selectman Sandra Fickett, Town Manager Cameron Hinkley, Vivian Wadas, Norman Richardson (Zoom), Judy Berg (Zoom), Lisa Levesque (Zoom), and Steve Sherlock (Sun Journal/Zoom)

OLD BUSINESS

1. BUCKFIELD-DAMON CEMETERY LOT POLICY (Action)

Selectman Sandra Fickett made a motion to accept the Cemetery Rules and Regulations as written effective May 2, 2023. Vice Chairman Azalea Cormier seconded – VOTE – All in favor (3-0)

Vice Chairman Azalea Cormier made a motion to accept the cemetery fee schedule. Selectman Sandra Fickett seconded – VOTE – All in favor (3-0)

2. PARKING LOT ITEMS (Information)

The Board went through the list of parking lot items as provided by the Town Manager. Many items were marked off the list or recognized as in progress. A final list of 15 items remained.

3. PERSONNEL POLICIES AND PROCEDURES HANDBOOK (Action)

Selectman Sandra Fickett made a motion to adopt the amended Personnel Policy Handbook and the Town of Buckfield Standard Operating Procedures creating two separate documents. Vice Chairman Azalea Cormier seconded – VOTE – All in favor (3-0)

NEW BUSINESS

1. CONSENT AGENDA (Action)

a. Disbursement Warrants

Payroll Warrant 108	\$ 14,768.10
Accounts Payable Warrant 109	\$ 4,726.21
Payroll Warrant 110	\$ 487.87
Accounts Payable Warrant 111	\$ 4,365.75
Payroll Warrant 112	\$ 14,222.97
Accounts Payable Warrant 113	\$ 172,731.52
Total	\$ 211,302.42

Vice Chairman Azalea Cormier made a motion to accept the Consent Agenda. Selectman Sandra Fickett seconded – VOTE – All in favor (3-0)

2. APPROVE THE MINUTES OF THE APRIL 18, 2023 SELECT BOARD MEETING (Action)

Vice Chairman Azalea Cormier made a motion to approve the minutes of the April 18, 2023 Select Board Meeting. Selectman Sandra Fickett seconded – VOTE – All in favor (3-0)

OTHER BUSINESS

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

Judy Berg asked for an update on the flooding due to the May rain event. The Town Manager gave an update on damages and Public Works activity.

Norman Richardson asked if Buckfield Rescue was staffing a second ambulance to be at middle school/high school sporting events. He stated that he saw four personnel and two trucks and was curious if the Town was paying all four personnel to be there. The Town Manager stated that he would have to speak with the Interim Chief to get an accurate answer.

Vivian Wadas commented that the Board should make a comment after Executive Session on the final outcome of the Town Manager's evaluation so the public would know where the Town stands with the Town Manager.

EXECUTIVE SESSION

Pursuant to 1 M.R.S.A. § 405(6) – **Town Manager Evaluation**

Chairman Bob Hand moved for the Board to go into Executive Session to discuss the Town Manager's evaluation at 8:22 PM.

The Board returned from Executive Session at 9:04 PM. Chairman Bob Hand made a motion to extend the meeting until business is completed. Selectman Sandra Fickett seconded – VOTE – All in favor (3-0)

Chairman Bob Hand gave an update on the Town Manager's review noting that the Town Manager has the Board's trust and that he has done an excellent job. He has been transparent, very clear, and the Town is making great progress and the Board really appreciates the job he is doing.

Chairman Bob Hand made a motion to adjourn the meeting at 9:05 PM. Vice Chairman Azalea Cormier seconded – VOTE – All in favor (3-0)

Upcoming Meetings:

1. Social Services Committee Meeting – May 9, 2023 at 5:30 PM
2. Planning Board Meeting – May 10, 2023 at 6:30 PM
3. Select Board Meeting – May 16, 2023 at 6:30 PM
4. Economic Development Committee Meeting – May 18, 2023 at 6:00 PM
5. Library Committee Meeting – May 25, 2023

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
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
15. Communication Between Board and Committees – Reestablish Liaisons and Provide Guidance

