

# TOWN OF BUCKFIELD

## Select Board Meeting Minutes

March 17, 2024, at 5:00 PM

In Person and Remote Participation via Zoom

### **CALLED REGULAR MEETING BACK TO ORDER AT 5:07 PM**

**Present:** Chairman Robert Hand, Vice Chairman Sandra Fickett, Selectman Azalea Cormier, Selectman Heather Henley, Selectman Peter Fickett, Town Manager Cameron Hinkley, Judy Berg (Zoom), Charles Berg (Zoom), Vivian Wadas, Martha Catevenis, Peter Werwath

Vice Chairman Sandra Fickett ran the meeting.

### **OLD BUSINESS**

#### **1. (CONTINUED) REVIEW 2024-2025 MUNICIPAL BUDGET AND MAKE RECOMMENDATIONS**

Town Manager Cameron Hinkley recalculated the proposed FICA and Medicare budgets in the Rescue Department to account for an earlier miscalculation in wages. The Board added an additional \$3,744 at the Budget Committee's recommendation to increase the on-call wage from \$4.00 to \$6.00 per hour.

Vice Chairman Sandra Fickett proposed increasing the Rescue Department wage line by \$10,000 for the purpose of funding transfers and adding \$15,000 into proposed Rescue Department revenue.

The Board discussed whether to budget for a service contract on the two Stryker PowerLoad units at a cost of \$6,254 per year. The Town Manager explained the costs associated with the units as well as the cost without the contract. The Board asked for more information before deciding but felt that minimally the Town should budget to have them serviced annually and asked the Town Manager to get that cost from Stryker. The Board will decide at their next meeting.

The proposed budget for contracted services in Animal Welfare was discussed. The Board proposed increasing the amount budgeted for emergency veterinary services to \$1,600 from \$500 to be in line with what had been spent so far in 2023-2024. The resulting amount for contracted services being \$5,050. This amount includes contracted shelter fees.

Selectman Azalea Cormier stated that she would like to include a 3.2% increase to the Library Director's salary, an increase of \$660.16 for a total of \$21,290. Town Manager Cameron Hinkley asked to increase that amount to \$665. Selectman Peter Fickett asked if the Town Manager could speak with the Library Director and determine if she would be ok with this increase. Town Manager Cameron Hinkley noted increases to FICA - \$2,305 and Medicare - \$540, if the Director agreed.

**Vice Chairman Sandra Fickett made a motion to take a no more than 10-minute break at 6:40 PM. Selectman Azalea Cormier seconded – VOTE – All in favor (4-0). MOTION PASSED**

The Board returned from break at 6:48 PM.

Vice Chairman Sandra Fickett proposed having a warrant article to establish an Emergency Contingency Reserve Account with \$20,000 from the undesignated fund balance. This account would fund emergencies, and any money recouped from FEMA would go back into this account and replenish money spent from this account.

**Vice Chairman Sandra Fickett made a motion to add an additional \$10,000 to the Rescue Department wage line and the associated FICA and Medicare costs. Selectman Azalea Cormier seconded – VOTE – All in favor (5-0). MOTION PASSED**

**Vice Chairman Sandra Fickett made a motion to increase the amount for emergency vet treatment in Animal Welfare, Contracted Services, 504-505 from \$500 to \$1,600. Selectman Azalea Cormier seconded – VOTE – All in favor (5-0). MOTION PASSED**

**Vice Chairman Sandra Fickett made a motion that the Board present a warrant article to the community to establish an Emergency Reserve Account to be funded with \$20,000 from the fund balance and with that the Emergency Contingency account line would be removed from the budget. Chairman Robert Hand seconded – DISCUSSION:** Chairman Robert Hand asked for clarifying information. Vice Chairman Sandra Fickett clarified the intent behind her motion. Selectman Azalea Cormier discussed her reservations in the absence of a Reserve Fund Policy. The public in attendance gave their input. Town Manager Cameron Hinkley spoke on the matter and his reservations due to the limited timeframe. **Chairman Robert Hand rescinded his second. Vice Chairman Sandra Fickett rescinded her motion.**

**Selectman Azalea Cormier made a motion to make a change to the Emergency line 510-100 and increase that line from \$10,000 to \$20,000. Selectman Peter Fickett seconded – DISCUSSION:** The Board discussed whether \$20,000 was enough with the public in attendance. – **VOTE – All in favor (5-0). MOTION PASSED**

**Vice Chairman Sandra Fickett made a motion to increase the proposed Rescue Department revenue from \$225,000 to \$240,000 to include transfer revenue. Selectman Azalea Cormier seconded – VOTE – All in favor (5-0). MOTION PASSED**

#### **NEW BUSINESS**

None

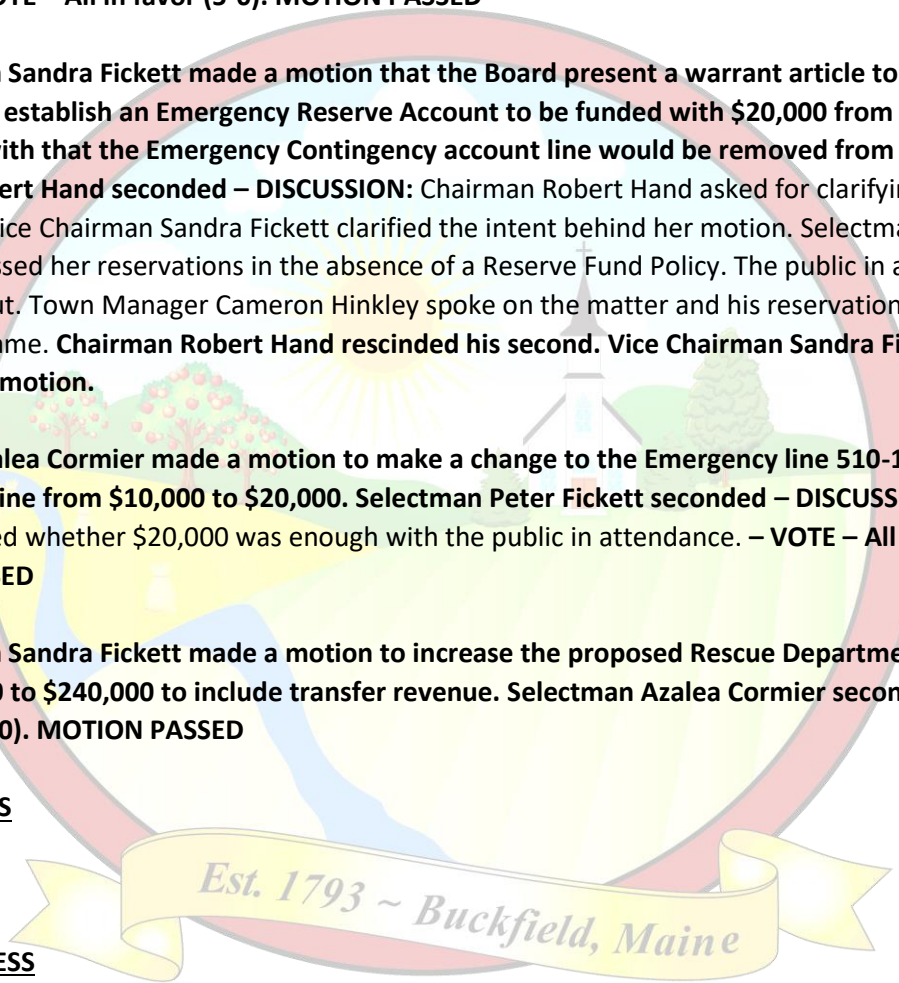
#### **OTHER BUSINESS**

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

#### **EXECUTIVE SESSION**

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

**Vice Chairman Sandra Fickett made a motion to adjourn at 8:37 PM. Selectman Azalea Cormier seconded – VOTE – All in favor (5-0). MOTION PASSED**



Upcoming Meetings:

1. Select Board Meeting – March 19, 2024, at 6:30 PM
2. Planning Board Meeting – March 20, 2024, at 6:00 PM

In Progress Items:

1. School Budget Exploration – Improve communications with elected School Board Directors and the Select Board
2. Capital Improvement Planning
3. Comprehensive Plan – Revisit
4. Fire and Rescue Department Integration
5. Municipal Property Usage Ordinance **(Board currently working on Policy)**
6. Select Board – Self Evaluations/Goal Setting
7. Cemetery Trust/Cemetery Plan **(Attorney memorandum received March 1, 2024)**
8. Old Church on the Hill **(Second opinion received – need volunteers)**
9. Emergency Plan **(Local EMA Director)**
10. Proper Reserve Account Establishment

## Select Board – Committee/Board/Organization Liaison Assignments

**Chairman Robert Hand:** R.S.U. # 10 School Board, Road Committee, and Budget Committee

**Vice Chairman Sandra Fickett:** Planning Board and Community Events Committee

**Selectman Azalea Cormier:** Recreation Committee, Ordinance Development Committee, and Old Church on the Hill Committee

**Selectman Heather Henley:** Buckfield Village Corporation, Library Committee, and Beautification Committee

**Selectman Peter Fickett:** Appeals Board, Social Services Committee, and Economic Development Committee



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