

# TOWN OF BUCKFIELD

## Select Board Meeting Agenda

September 5, 2023 at 6:30 PM

In Person and Remote Participation via Zoom

### CALL REGULAR MEETING TO ORDER AND DECLARE A QUORUM AT 6:30 PM

Present: Chairman Robert Hand, Vice Chairman Sandra Fickett, Selectman Heather Henley, Town Manager Cameron Hinkley, Zach Gosselin (AVCOG), Weldon Lucas (Zoom), Peter Fickett, Vivian Wadas, Martha Catevenis, Cory Nicholson (Zoom), Judy Berg (Zoom)

### OLD BUSINESS

None

### NEW BUSINESS

#### 1. CONSENT AGENDA (Action)

a. Town Manager Report

b. Disbursement Warrants

Payroll Warrant 25	\$ 14,917.59
Accounts Payable Warrant 26	\$ 3,551.48
Payroll Warrant 27	\$ 14,293.24
Accounts Payable Warrant 28	\$ 190,432.27
<b>Total</b>	<b>\$ 223,194.58</b>

Chairman Robert Hand made a motion to approve the Consent Agenda. Selectman Heather Henley seconded – VOTE – All in favor (3-0)

#### 2. APPROVE THE MINUTES OF THE AUGUST 22, 2023 SELECT BOARD MEETING (Action)

Vice Chairman Sandra Fickett made a motion to approve the minutes of the August 22, 2023 Select Board meeting. Selectman Heather Henley seconded – VOTE – All in favor (3-0)

#### 3. AVCOG – COMMUNITY RESILIENCE PARTNERSHIP (Action)

Zach Gosselin from AVCOG made a presentation to the Select Board on the Community Resilience Partnership program and explained the next steps for the Town in order to qualify for grants through the program. Zach answered several questions from the Select Board as well as residents in attendance.

Vice Chairman Sandra Fickett made a motion to plan a Public Meeting that includes community members to learn more about the Community Resilience Partnership process and what the options would be. Selectman Heather Henley seconded – Discussion – Public input suggested that the self-evaluations should be completed prior to a public meeting to establish goals or projects that should be prioritized. Examples provided were projects to address increased and more intense storms as well as

the aging Municipal Center with inefficient high ceilings and windows. The public felt that coming to the Public Meeting prepared would be important in order to garner residents support and engagement.

**Selectman Heather Henley rescinded her second. Vice Chairman Sandra Fickett amended her motion to include planning a workshop for the Board to complete the paperwork with assistance prior to having the public meeting. Selectman Heather Henley seconded – VOTE – All in favor (3-0)**

**Selectman Heather Henley made a motion to schedule a workshop to discuss the Community Resilience Partnership self-evaluation with Zach Gosselin on October 3, 2023 at 5:30 PM. Chairman Robert Hand seconded – VOTE – All in favor (3-0)**

**Vice Chairman Sandra Fickett made a motion to schedule a Public Hearing/Community Engagement Meeting on October 17, 2023 at 5:00 PM not to end before 6:15 PM. Selectman Heather Henley seconded – VOTE – All in favor (3-0)**

**Vice Chairman Sandra Fickett made a motion to set the start of the October 17, 2023 Select Board Meeting to begin 15 minutes after the close of the Community Engagement Meeting. Selectman Heather Henley seconded – VOTE – All in favor (3-0)**

#### **4. WINTER SAND BIDS (Action)**

##### **a. Open Bids**

The Board opened the two (2) winter sand bids for 2023-2024, 2024-2025, and 2025-2026 that were submitted:

CH Stevenson – Bid: \$8.50/Yard

Streaked Mountain Aggregates LLC – Bid: \$10.00/Yard

Public Works Foreman/Road Commissioner Weldon Lucas asked if the bids said where the pit is located. Chairman Robert Hand stated the address only said Wayne, Maine. Town Manager Cameron Hinkley informed the Board that because the bid is for Buckfield Public Works to haul the winter sand, the Board should consider the location of the bidders. The Public Works Foreman stated location is very important for fuel, wear and tear on the trucks, and manpower. He estimated 35-40 miles round trip to Wayne which would take approximately two hours per load. Streaked Mountain Aggregates would be a 10–15-minute round trip per load. In 2022-2023 Public Works hauled out of Turner and were able to haul two loads an hour and in 2021-2022 Public Works hauled from Streaked Mountain Aggregates and they were able to haul three to four loads an hour. Public Works will need to haul a minimum of 200 loads. The Public Works Foreman's recommendation was for the Board to go with Streaked Mountain Aggregates. His estimation would be \$11.50-12 per yard total cost in our pile, versus over \$15 a yard if Public Works were to haul from Wayne. The 2022-2023 price was \$6.00 per yard from KR Youland.

##### **b. Award Bid**

**Chairman Robert Hand made a motion to accept the bid from Streaked Mountain Aggregates LLC for \$10.00 per yard for the three-years noted. Selectman Heather Henley seconded the motion – VOTE – All in favor (3-0)**

## 5. SPECIAL TOWN MEETING WARRANT – NOVEMBER 7, 2023 (Action)

- a. Approve Draft Warrant
- b. Set Public Hearing Date

Town Manager Cameron Hinkley presented a draft warrant for the November 7, 2023 Special Town Meeting. He explained the articles to the Board, including two that were missed on the Town Meeting Warrant, an article asking to use money from undesignated funds for the Summer Roads budget that had seen unforeseen overages due to the Drew Brook project, as well as an article asking to deposit funds raised through fundraisers into established reserve accounts for the purpose of what the funds were raised for.

The Town Manager asked to send the articles off to MMA Legal to get their input on how or if the articles could be worded to make them permanent rather than having to vote on them every year.

It was suggested by public input that the Board work towards establishing policies to use as a guide for writing well written warrant articles and using reserve accounts.

### OTHER BUSINESS

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

**Vice Chairman Sandra Fickett made a motion that the Board clarify on in progress item number 8 that the Town is in compliance with all rules and laws regarding cemeteries. Selectman Heather Henley seconded – DISCUSSION –** Town Manager Cameron Hinkley stated that item number 8 concerned the Buckfield-Damon Cemetery Trust. The Board asked to include it with item number 8. **VOTE – All in favor (3-0)**

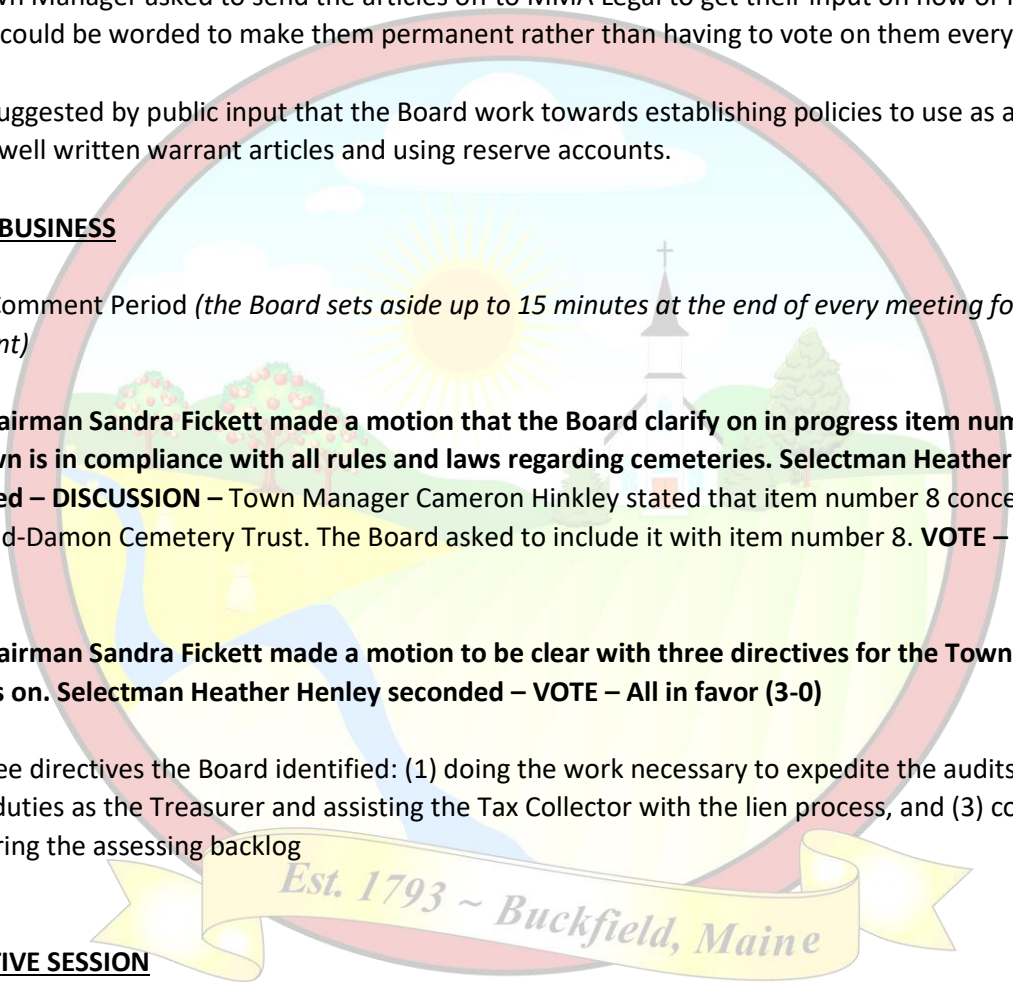
**Vice Chairman Sandra Fickett made a motion to be clear with three directives for the Town Manager to focus on. Selectman Heather Henley seconded – VOTE – All in favor (3-0)**

The three directives the Board identified: (1) doing the work necessary to expedite the audits, (2) focus on the duties as the Treasurer and assisting the Tax Collector with the lien process, and (3) continue monitoring the assessing backlog

### EXECUTIVE SESSION

Pursuant to 1 M.R.S.A. § 405(6) – *If Needed*

**Chairman Robert Hand made a motion to adjourn at 8:30 PM. Selectman Heather Henley seconded – VOTE – All in favor (3-0)**



Upcoming Meetings:

1. Community Events Committee Meeting – September 6, 2023 at 6:00 PM
2. Planning Board Meeting – September 13, 2023 at 6:00 PM
3. Recreation Committee Meeting – September 17, 2023 at 6:00 PM
4. Public Hearing (Automobile Recycling Business – Hebron Rd) – September 19, 2023 at 6:00 PM
5. Select Board Meeting – September 19, 2023 at 6:30 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
6. Select Board – Self Evaluations/Goal Setting
7. Library Trust (**Currently with the Town's Attorney**)
8. Cemetery Trust/Cemetery Plan
9. Old Church on the Hill (**Second opinion received – need volunteers**)
10. Emergency Plan
11. Grant Policy Creation
12. Solid Waste Facility Changes – Annual Sticker Change (**Waiting on Summer for next meeting**)
13. Communication between Board and Committees (**Liaisons reestablished – provide guidance**)

