

**TOWN OF BUCKFIELD**  
**Select Board Meeting Agenda**  
**February 20, 2024, at 6:30 PM**  
**In Person and Remote Participation via Zoom**

**CALLED REGULAR MEETING TO ORDER AND DECLARED A QUORUM AT 6:31 PM**

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

**OLD BUSINESS**

**1. MUNICIPAL LAND USE POLICY**

- a. Special Events Policy
- b. Buildings, Facilities, and Land Use Application

Selectman Azalea Cormier provided an explanation regarding what work had gone into both policies before the Board and asked for input from the other Board members. Several recommended changes were discussed. The Board asked the Town Manager to place the policies on the agenda for their next meeting to allow edits to be made.

**2. BOARD AND COMMITTEE LIAISON REPORT OUTS**

Each Board member provided a brief report on what each of the Committees and Boards that they represent were currently working on.

**3. EMERGENCY MANAGEMENT PLANNING (15 Minutes)**

EMA Vivian Wadas discussed using a red line version of the Emergency Management Plan to collaboratively update the document with the Select Board. She updated the Board on the most recent Emergency Management activities.

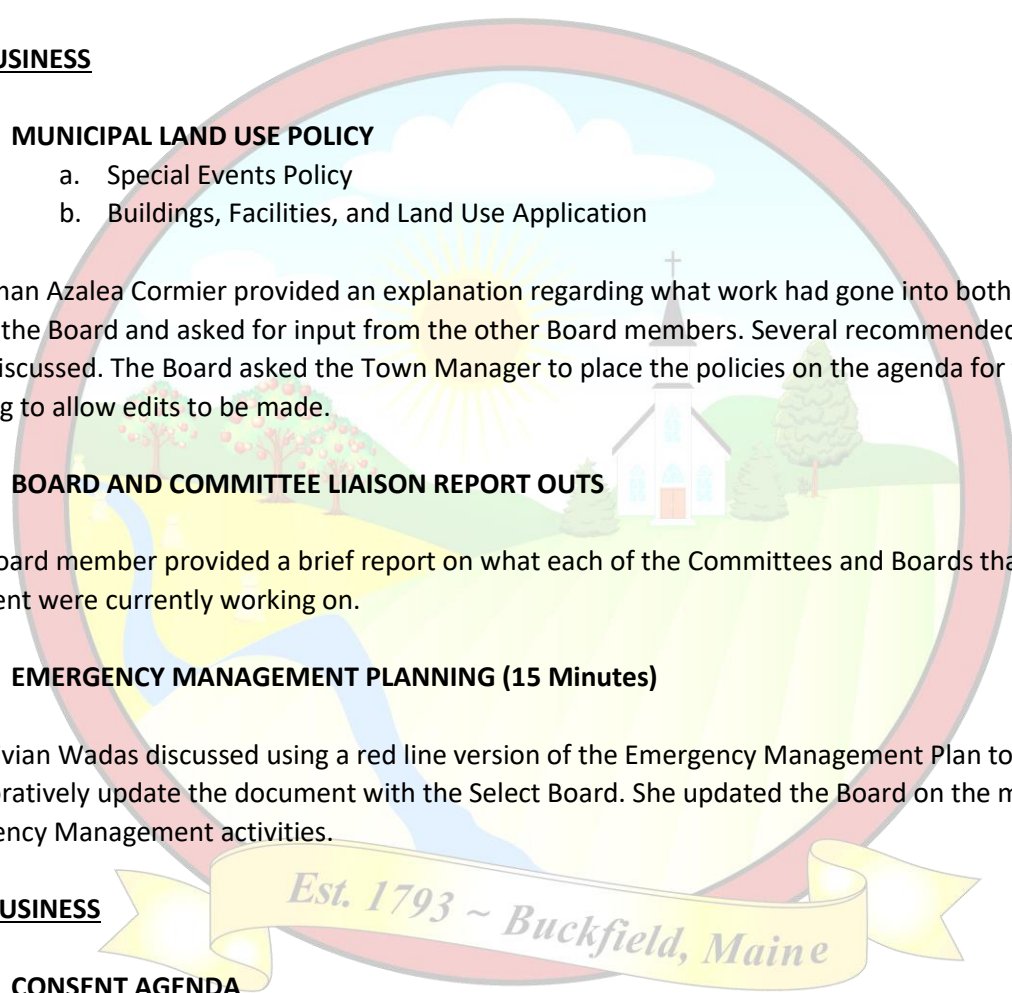
**NEW BUSINESS**

**1. CONSENT AGENDA**

- a. Disbursement Warrants

Payroll Warrant 75	\$ 14,763.41
Accounts Payable Warrant 76	\$ 17,048.71
Payroll Warrant 77	\$ 16,239.75
Accounts Payable Warrant	\$ 186,638.83
<b>Total</b>	<b>\$ 234,690.70</b>

**Selectman Azalea Cormier made a motion to accept the Consent Agenda. Selectman Heather Henley seconded the motion – VOTE – All in favor (5-0). MOTION PASSED**



## **2. LIBRARY DIRECTOR RECOGNITION**

Town Manager Cameron Hinkley read an email from the Maine State Library recognizing the Library Director Kathy Hladik's efforts to go above and beyond to help patrons.

## **3. APPROVE THE MINUTES OF THE FEBRUARY 6, 2024, SELECT BOARD MEETING**

Selectman Azalea Cormier made a motion to approve the minutes of the February 6, 2024 Select Board meeting. Selectman Heather Henley seconded the motion – VOTE – All in favor (5-0). MOTION PASSED

## **4. ARPA FUNDS – MUNICIPAL CENTER ROOF**

Vice Chairman Sandra Fickett made a motion to designate up to the total of the remaining of the ARPA funds to repair the Municipal Center roof. Chairman Robert Hand seconded the motion – VOTE – All in favor (5-0). MOTION PASSED

## **5. ANIMAL CONTROL**

Tabled until the next Select Board meeting.

## **6. LAKE AUBURN WATERSHED PROTECTION COMMISSION (LAWPC) APPOINTMENT**

- a. Glen Holmes

Selectman Azalea Cormier made a motion to appoint Glen Holmes to the Lake Auburn Watershed Protection Commission (LAWPC) for a one-year appointment. Selectman Peter Fickett seconded the motion – DISCUSSION: Vice Chairman Sandra Fickett asked if the Board was sure, it was for one-year. Selectman Azalea Cormier revised her motion, striking “a one-year appointment” and replacing with, for the next term – VOTE – All in favor (5-0). MOTION PASSED

## **7. PROPOSED 2024-2025 MUNICIPAL BUDGET**

Town Manager Cameron Hinkley provided the Board with copies of the proposed budget following the meeting with the Budget Committee and provided a summary to consider during their review process. He further discussed the R.S.U. # 10 budget and the impact a large increase will have on the Town. Peter Werwath suggested calculating a new estimate with a higher increase for the school.

Vice Chairman Sandra Fickett discussed the letter that many residents received for the revaluation asking to make appointments for interior inspections as well as to come onto posted properties. Town Manager Cameron Hinkley cleared up confusion and explained that residents do not have to allow the data collectors into their homes. They will ask questions about the home and it is highly encouraged to participate in the process in order to ensure the most accurate assessment possible for their property.

Town Manager Cameron Hinkley asked the Board to come up with their questions and suggestions for the budget over the next couple of weeks so the Board can begin working on it at the next meeting.

**Chairman Robert Hand made a motion to extend the meeting until business is complete. Selectman Azalea Cormier seconded – VOTE – All in favor (5-0). MOTION PASSED**

### **OTHER BUSINESS**

Vice Chairman Sandra Fickett asked if it would be helpful when she goes to the Planning Board to ask for their input on the Building Permit Ordinance. Town Manager Cameron Hinkley explained that he didn't believe the Planning Board had time before the election to get everything done and would be leaning on AVCOG for support in finalizing drafts for both the Building Permit Ordinance and Shoreland Zoning Ordinance.

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) – *If Needed*

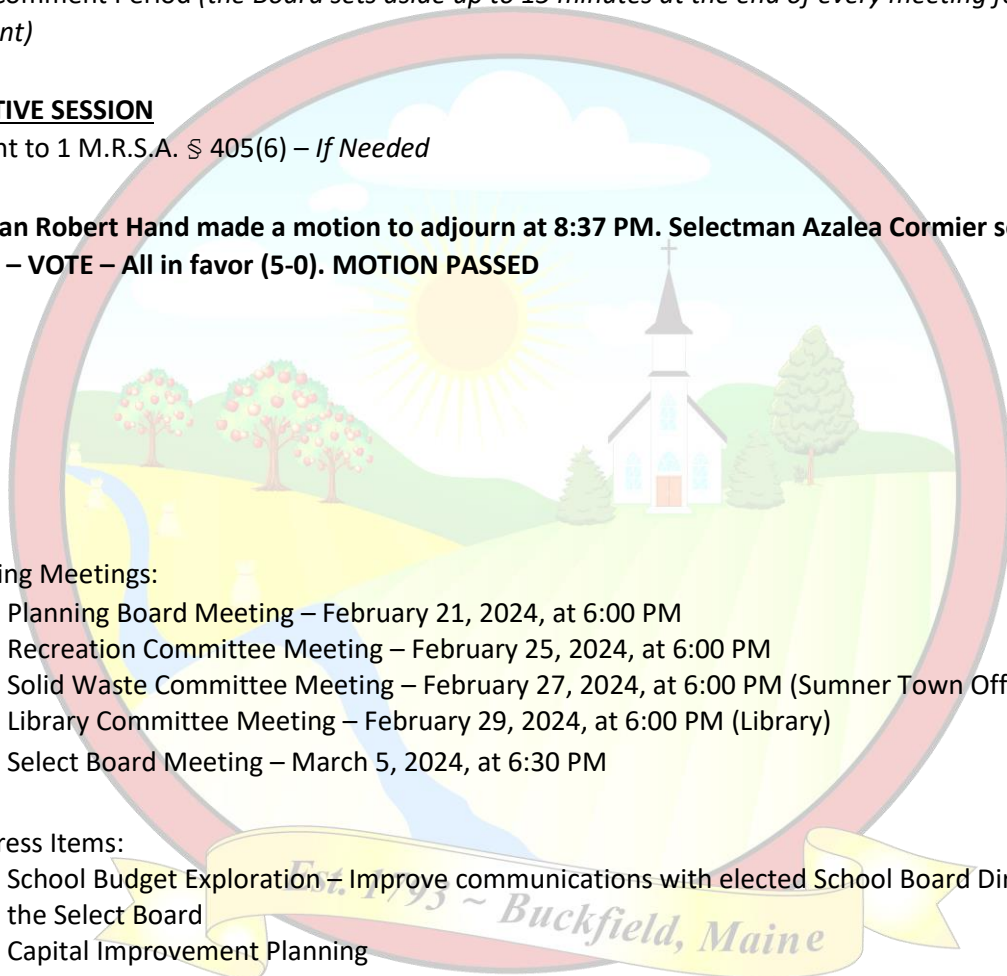
**Chairman Robert Hand made a motion to adjourn at 8:37 PM. Selectman Azalea Cormier seconded the motion – VOTE – All in favor (5-0). MOTION PASSED**

#### Upcoming Meetings:

1. Planning Board Meeting – February 21, 2024, at 6:00 PM
2. Recreation Committee Meeting – February 25, 2024, at 6:00 PM
3. Solid Waste Committee Meeting – February 27, 2024, at 6:00 PM (Sumner Town Office)
4. Library Committee Meeting – February 29, 2024, at 6:00 PM (Library)
5. Select Board Meeting – March 5, 2024, 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 (**Board currently working on Policy**)
6. Select Board – Self Evaluations/Goal Setting
7. Cemetery Trust/Cemetery Plan
8. Old Church on the Hill (**Second opinion received – need volunteers**)
9. Emergency Plan (**Local EMA Director**)
10. Communication between Board and Committees (**Report Outs – February 20, 2024**)
11. 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



**Minutes approved at the March 12, 2024, Select Board meeting.**