

**BUCKFIELD SELECT BOARD  
TUESDAY, AUGUST 3, 2021  
MEETING MINUTES**

Remote Participation via ZOOM / 6:30 PM

**1. CALL REGULAR MEETING TO ORDER AND DECLARE QUORUM**

A. 6:30 p.m. Roll Call / Declare Quorum

All Present: Cheryl Coffman-Chair, Robert Hand, Cameron Hinkley, Janet Iveson, Interim Town Manager Bradley Plante

**2. APPROVE MINUTES**

A. Public Hearing Minutes – July 21, 2021

Motion by J. Iveson and seconded by C. Hinkley to accept the July 21, 2021 public hearing minutes as written.

**YES = 4, NO = 0, ABSTAINED = 0**

B. Regular Meeting Minutes – July 21, 2021

Motion by C. Hinkley and seconded by R. Hand to accept the July 21, 2021 regular meeting minutes as written.

**YES = 4, NO = 0, ABSTAINED = 0**

**3. TOWN MANAGER'S REPORT**

**4. NEW BUSINESS**

Motion by Chair Coffman and seconded by C. Hinkley to move Item D on the Agenda - Adopting the Remote Meeting Policy – to the beginning of the new business items.

**YES = 4, NO = 0, ABSTAINED = 0**

A. Remote Meeting Policy

TM advised the Board that the revised policy is exactly what MMA published with the addition of the Town of Buckfield.

Motion made by Chair Coffman and seconded by C. Hinkley to accept the Remote Meeting Policy as written.

**YES = 4, NO = 0, ABSTAINED = 0**

B. Board Liaison Assignments

A discussion regarding appointing Board members to act as liaisons between the Select Board and the various town committees. Each Selectman would choose three committees.

**YES = 4, NO = 0, ABSTAINED = 0**

C. Budget Referendum

Motion made by Chair Coffman and seconded by C. Hinkley to hold the Budget Referendum Vote on Tuesday, September 28, 2021.

**YES = 4, NO = 0, ABSTAINED = 0**

D. Absentee Ballots – will be available by Thursday, August 30, 2021.

E. Public Hearing Dates

Motion made by C. Hinkley and seconded by J. Iveson to hold the first Public Hearing on Saturday, August 28, 2021 at 9:00 AM.

**YES = 4, NO = 0, ABSTAINED = 0**

Motion by J. Iveson and seconded by Chair Coffman to hold the second Public Hearing on Tuesday, September 14, 2021 at 6:30 PM.

**YES = 4, NO = 0, ABSTAINED = 0**

A discussion ensued as to the location of the Public Hearings; the Buckfield Junior/Senior High School was suggested by the Board decided to try to hold the hearings in the 2<sup>nd</sup> floor meeting room at the Town Office if the technology allows.

F. CMP Pole Permit – no action required; TM advised the Board that the permit was sent to the Town Office for informational purposes only as the pole is on a State road.

G. MMA Annual Election – The Board discussed the upcoming MMA Election – there is one candidate for Vice President for a one (1) year term: Elain Aloes. There are three candidates for three positions on the Executive Committee, each for a three (3) year term: David Cyr, Melissa Doane, and Justin Poirer.

Motion by Chair Coffman and seconded by C. Hinkley to cast votes for each person running and allow the Town Manager to sign and submit the ballot.

**YES = 4, NO = 0, ABSTAINED = 0**

H. Committee Appointments

Motion by C. Hinkley and seconded by J. Iveson to appointment Bridget Culleton to the Recreation Committee for a term of one (1) year.

**YES = 4, NO = 0, ABSTAINED = 0**

Motion by R. Hand and seconded by Chair Coffman to appoint Earl Ingold to the Budget Committee for a three (3) year term.

**YES = 4, NO = 0, ABSTAINED = 0**

I. Library Committee Resignation – Chair Coffman read aloud a letter from Lucille Allen resigning from the Library Committee effective August 3, 2021.

Motion by Chair Coffman and seconded by J. Iveson to accept L. Allen’s resignation with regrets.

**YES = 4, NO = 0, ABSTAINED = 0**

J. Spirit of America Presentation Date – the Board revisited the prior Board’s suggestion to hold the presentation of the award on Community Day, which is not taking place this year. TM suggested that in lieu of that the award be presented at a Select Board meeting. The concern is that it will be difficult to get Tilton’s management and staff to attend a Board meeting as they are open during the evening hours. TM will discuss scheduling with Sandra and Peter Fickett and possibly arrange to hold the presentation at Tilton’s. Previous Board Chair T. Brooks had begun to work on the certificate which will be presented.

**5. WARRANTS**

A. Payroll Warrant #57 - \$19,072.09

Motion by C. Hinkley and seconded by J. Iveson to accept Payroll Warrant 57.

**YES = 4, NO = 0, ABSTAINED = 0**

C. Accounts Payable Warrant #4 - \$11,512.38

Motion by R. Hand and seconded by Chair Coffman to accept AP Warrant 4.

**YES = 4, NO = 0, ABSTAINED = 0**

D. Accounts Payable Warrant #4A - \$588.57

Motion by R. Hand and seconded by Chair Coffman to accept AP Warrant 4A.

**YES = 4, NO = 0, ABSTAINED = 0**

8. **EXECUTIVE SESSION** – The Board went into Executive Session at 7:43 PM and agreed they would not return to open session thereafter.

9. **ADJOURN**

The Board came out of Executive Session at 8:22 PM and Chair Coffman adjourned the meeting.

Melissa Wolf  
Town Clerk