

**BUCKLAND SELECT BOARD
MEETING MINUTES
Buckland Town Hall
17 State Street
Tuesday, June 23, 2020, 6:00 p.m.**

Barry L. Del Castilho



Zachary J. Turner



Dena G. Willmore



Attendees: Barry Del Castilho, Dena Willmore, Zack Turner, Heather Butler, Marilyn Kelsey, James Sullivan (Falls Cable), Marti Taft-Ferguson

Zack Turner opened the meeting at 5:30 p.m., which was held *via* the Zoom Meeting Platform.

1. **Appointments** – None.

2. **Agenda Items**

a. **Town Meeting Motion and Budget Review** –

- Dena Willmore moved to approve the Articles included in the Consent Motions; Barry Del Castilho seconded. Roll Call: Dena Willmore – yes, Barry Del Castilho – yes, Zack Turner – yes.
- Zack Turner moved to support Article 16; Dena Willmore seconded. Roll Call: Barry Del Castilho – yes, Dena Willmore – yes, Zack Turner – yes.
- Dena Willmore moved we recommend approval of Articles 6 and 7; Barry Del Castilho seconded. Roll Call: Dena Willmore – yes, Barry Del Castilho – yes, Zack Turner – yes.
- Dena moved we support Articles 8, 9, and 10; Barry Del Castilho amended it to say we recommend approval of Articles 8, 9, and 10; Dena Willmore seconded. Roll Call: Dena Willmore – yes, Barry Del Castilho – yes, Zack Turner – yes.
- Dena Willmore moved we recommend approval of the Conway Road Transportation Improvement Project; Barry Del Castilho seconded. Roll Call: Dena Willmore – yes, Barry Del Castilho – yes, Zack Turner – yes.

b. **Town Hall Reopening and Use Procedures** – Heather Butler said after July 6, 2020, there will be a pre-arranged meeting space for Boards that wish to conduct meetings in person. Those using the space will be responsible for sanitizing surfaces before and after the meeting. Facemasks are required. We will involve the Board of Health for their requirements. Permission will be rescinded if they do not follow the guidelines. Dena Willmore suggested having Zoom meetings whenever possible in addition to the regular meetings. Marti Taft-Ferguson said people could take turns looking at plans, socially distance, sanitizing their hands, and not touch their faces. Heather Butler is expecting guidelines from the State on occupancy levels. James Sullivan said it would be difficult to hold a Zoom session with only one computer as provided by the Town. Barry Del Castilho moved we try this plan; Dena Willmore seconded. Roll Call: Dena Willmore – yes, Barry Del Castilho –

yes, Zack Turner – yes. Heather Butler said Town Hall will open July 6, 2020. The public restrooms will not be available.

c. **Employee Vacation Time Holdovers** – Due to the pandemic, seven employees have personal time and floating holidays not taken, and they will be unable to take this time by the end of the fiscal year. Heather Butler suggested extending the deadline to use the time to ninety days. Barry Del Castillo moved we extend the deadline through September 4, 2020; Dena Willmore seconded. Roll Call: Dena Willmore – yes, Barry Del Castillo – yes, Zack Turner – yes.

d. **Draft Preliminary Anti-Discrimination Plan** – Barry DelCastilho felt Zack Turner’s statement on June 9, 2020, was very good and appropriate, but we need to do something. Dena Willmore felt we should review all policies. Zack Turner suggested the community could bring forward their concerns. Zack Turner will be doing a draft, and he invited the public to bring forward any concerns with by-laws or processes.

3. **Documents to Sign**

a. **Highway Garage Change Orders 8, 9, 10, and 11** – Dena Willmore said this will complete the Highway Garage project except for one task which should be done this week. Change Order #8, in the amount of \$17,133.00 is for trenching, grading, deleting wall cap and adding masonry infill, adding snow guards at vent pipe, window treatments, and adding Schlage cores. Change Order #9, in the amount of \$203,587, is for site changes and site re-design as recommended by Structural Engineer Terry Reynolds. Change Order #10, in the amount of \$31,598, is for adding sprinkler heads for the overhead door conflict and interlock controls for pressure washer safety. Change Order #11, in the amount of \$18,713 is to add 4,397 square feet of paving on Sears and Wellington Streets. Heather Butler said we are \$171, 000 over budget. We applied for Chapter 90 funds to close the gap. Zack Turner expressed concern regarding the process of the Change Orders. Dena Willmore moved we approve Change Orders 8, 9, 10, and 11. Barry Del Castillo seconded. Roll Call: Barry Del Castillo – yes, Dena Willmore – yes, Zack Turner – yes.

b. **Hazard Mitigation Plan Update – FRCOG Service Contract Extension** – Heather Butler said we were in the process of updating the Plan when the state shutdown occurred, and we could not hold a Public Hearing. We asked FEMA for an extension, and it was granted. Dena Willmore moved we sign the FRCOG Service Contract Extension; Barry Del Castillo seconded. Roll Call: Dena Willmore – yes, Barry Del Castillo – yes, Zack Turner – yes.

4. **Items Not Reasonably Anticipated by Chair 48 Hours in Advance of Meeting** – None.

5. **Town Administrator Updates** – None.

6. **Public Comment** – Marilyn Kelsey asked about the sound system to be used at Annual Town Meeting. Heather Butler said Klondike Sound will be handing this; four mikes, and mikes will be continually sanitized. She had questions about the Senior Center budget.

7. **Announcements** – Annual Town Meeting is Saturday, June 27, 2020, at 10:00 a.m., at the Mohawk Trail Regional School District Parking lot; rain date is Sunday, June 28, 2020, at 2:00 p.m.

8. **Volunteer Recognition** – Zack Turner recognized the people who worked at the Town Election. He thanked voters for showing up. Floyd Scott for setting up and taking down equipment for the Town Election.

At 7:40 p.m., Dena Willmore moved to adjourn; Barry Del Castillo seconded. Roll Call: Dena Willmore – yes, Barry Del Castillo – yes, Zack Turner – yes. Meeting adjourned at 7:40 p.m..