

**Buckland Select Board
Meeting Minutes
December 14, 2021 5:30 p.m.
Buckland Town Hall**

Listing of Topics

Appointments

FY23 Budget Development and Community Development Strategy Review
Finance Committee
School Committee

Agenda Items

Police Department - shared staffing update
Highway Laborer/Truck Driver - recommended letters of hire
Personnel Policy
Appointments: Board of Health, Field Driver
Surplus Property
Lighting Committee, review updated draft mission
Swimming Pool Design RFQ Buckland Recreation
2022 Liquor License renewals
Community Fridge
Senior Center District Agreement update

Documents to Sign

Firehouse Studios Licensing Agreement
Opioid Settlement Participation request, Attorney General
Minutes October 26 and November 9, 2021
Tax Classification minutes December 9, 2021

Items Not Reasonably Anticipated by Chair 48 Hours in Advance of Meeting

Select Board Member Concerns

Town Administrator's Report

Public Comment

Volunteer Recognition

Announcements

Attendees

Zachary Turner - Select Board Chair

Barry Del Castilho - Select Board Member
Clinton Phillips - Select Board Member
Heather Butler - Buckland Town Administrator
Pamela Guyette - Director of Assessing
Mary Bolduc - Boards' Clerk
Kurt Gilmore - Acting Police Chief
Martha Thurber - School Committee
Leah Phillips - School Committee
Larry Langford - Finance Committee
Dena Willmore - Finance Committee
Paula Consolo - Finance Committee
Bruce Lessels - Finance Committee
Jake Purinton - Highway Foreman
Dana McNay - Falls Cable
Marilyn Kelsey - Resident
Jade Mortimer - Non-resident, Concerned Citizen

Meeting -

Meeting was opened by Chair Zachary Turner at 5:30 p.m.

Appointments -FY23 Budget Development and Community Development Strategy review with School Committee and Finance Committee. Items for discussion:

Capital Planning and Debt Service, Collins Center update - Ms. Butler gave opening comments, background for the joint meeting, reviewed the scope of capital planning and debt services available from the Collins Center, and how they would be implemented to benefit the Town of Buckland.

MTRSD, Budget Update from School Committee - Martha Thurber gave a comprehensive overview on expenditures and projections for the Mohawk Trail Regional School District (MTRSD). She covered the use of grant funds and the plans to apply for a grant for long term sustainability while addressing how to best educate our students. She answered questions from the Board regarding impact of budget increases on Buckland. Discussion followed regarding the school budget relative to services offered by the Collins Center.

Shared Police Services - Mr. Del Castilho reported that he had met with Andrew Baker and the Shelburne Select Board, and asked Officer Gilmore to please address the current status/staffing of the Buckland Police Department. Officer Gilmore stated the number of full and part-time officers and how they cover shifts with the help of reserve officers. Mr. Del Castilho inquired about coverage for the month of December, and stated he left the joint meeting concerned about January coverage, emphasizing his concerns for Officer Gilmore specifically.

Following discussion regarding police reform and its effect on staffing, recognition that a recommendation for joint staffing may not be ready for Annual Town Meeting due to

scheduling of forums, hearings, etc. and the possible geographic area to draw from for a new employee, Mr. Del Castilho moved to advertise for the vacancy in the police department. Further discussion continued weighing the option of increasing the current department vs moving now toward shared services; the possibility and effectiveness of a person to do administrative work for the police department; impact of various scenarios on the budget; an overview of the requirements due to police reform and the impact it will have on current part time officers resulting in retirement or pursuing other employment opportunities. Mr. Phillips stated that Chef Bardwell of Shelburne should be involved in hiring for the Buckland Police Department, offering his input throughout the process.

Mr. Turner seconded Mr. Del Castilho's motion to advertise/post the police department position. Vote in favor of the motion was unanimous. The position description is available on the town website as an attachment to this meeting agenda.

Road Improvements; need a plan for roads ineligible for grant funding - Ms. Butler recapped road projects that she and Highway Foreman Jake Purinton have discussed. She asked the finance committee how they would like to proceed. Discussion followed including how many miles of road are involved, an inventory of roads prioritized according to condition, equipment repairs and replacements. Mr. Purinton has prepared an inventory of equipment and current condition.

Assessor's Assistant - Ms. Butler called the Board's attention to the job description for an Assessor's Administrative Assistant which would allow Pamela Guyette to perform other job descriptions for the town. The Board was asked to look it over for discussion at a later meeting.

ARPA Funds and CPA - Following a brief discussion on each, Ms. Butler requested that both the Select Board and Finance Committee name a "go to" person to coordinate with her and Ms Guyette. ARPA addresses infrastructure while CPA focuses on historic preservation, open space, and affordable housing. See documents for each which are available on the town website as attachments to this meeting. The Select Board members volunteering for each are: Barry Castilho, CPA; and Clinton Phillips, ARPA.

Agenda Items

Police Department, shared staffing update - This topic was addressed above during the joint session with Finance and School Committees.

Highway Laborer/Truck Driver, recommended letters of hire - Mr. Langford of the Finance Committee gave an overview of the applicants. Mr. Phillips moved to hire both Jeffrey Purinton and Jason Stone, seconded by Mr. Turner. Vote in favor of the motion was unanimous.

Personnel Policy - This item was tabled.

Appointments: Board of Health, Field Driver - Mr. Phillips moved to appoint Terry Estes to the Board of Health and Melissa Griffin as Field Driver to fill vacancies in those positions. Mr. Del Castiljo seconded, and vote in favor of the motion was unanimous.

Surplus Property - A list of highway items and equipment to be declared surplus property can be seen on the town website as an attachment to this meeting. Mr. Turner moved to declare all items on the list as surplus and to be disposed of as appropriate. Mr. Phillips seconded, and vote in favor of the motion was unanimous.

Lighting Committee, review updated draft mission - This item was tabled.

Swimming Pool Design RFQ Buckland Recreation - A memo was received from the Buckland Recreation Committee asking the Select Board to create a Swimming Pool Building Committee assigning Cindy Schwartz, Brandon Boucias and Pamela Guyette to serve on this committee. Further, the committee will be dissolved at the completion of the project. The memo is available on the town website as an attachment to this meeting agenda. Mr. Del Castilho moved to create said committee, seconded by Mr Phillips. Vote in favor of the motion was unanimous. Ms. Guyette, who will be taking lead on the project, reported on the designer and response to the RFQ.

2022 Liquor License renewals - Liquor licenses being renewed for businesses/clubs in the town of Buckland can be viewed on the town website as an attachment to this agenda. Mr. Del Castilho moved to vote/approve as a group seconded by Mr. Phillips. Vote in favor of the motion was unanimous.

Community Fridge - Mr. Turner explained the the purpose of the Community Fridge and reasons for it having to be moved from its former location by Keystone Market. Mr. Phillips moved for the Fridge to be located in the alley by Town Hall, recognizing that the electricity to run it will be a Town of Buckland expense. Mr. Del Castilho seconded, and vote in favor of the motion was unanimous.

Senior Center District Agreement Update - Mr. Del Castilho and Mr. Turner updated the Board regarding drafting of "district" language for the Senior Center District. Mr. Del Castilho reported on the process for approval and Mr. Turner stated that members of all three select board (Ashfield, Buckland, Shelburne) must be present to proceed.

Documents to Sign

Firehouse Licensing Agreement - This item was tabled.

Opioid Settlement Participation Request - These documents are available on the town website as an attachment to this meeting agenda. Mr. Del Castilho moved to sign seconded by Mr. Phillips. Vote in favor of the motion was unanimous.

Minutes October 26, 2021 and November 9, 2021 - Mr. Phillips moved to approve both sets of minutes as written seconded by Mr. Del Castilho. Vote in favor of the motion was unanimous. Minutes are available as an attachment to this meeting.

Tax Classification Minutes December 9, 2021 - Mr. Phillips moved to approve as written seconded by Mr. Del Castilho. Vote in favor of the motion was unanimous. Minutes are available as an attachment to this meeting.

Items Not Reasonably Anticipated by Chair 48 Hours in Advance of Meeting -
There were no items within 48 hours.

Select Board Member Concerns - No Select Board Member Concerns were expressed.

Town Administrator's Report -The report is available on the town website as an attachment to this meeting. Regarding Town Hall's schedule for the holidays, Ms. Butler is recommending that this year's Christmas holiday, which falls on a Saturday, be recognized on Thursday, December 23 instead of Friday since Town Hall is already closed on Fridays. Mr. Del Castilho so moved seconded by Mr. Phillips. Following a brief discussion, vote in favor of the motion was unanimous.

Also addressed was the Recreation/BSE Winter Enrichment Ski Club requesting support of the program by the Select Board. Discussion followed and Mr Tuner stated that he would like a waiver or release to protect the town.

The Nilman Road culvert project which had been postponed twice, is now scheduled for the coming weekend of December 18.

Public Comment - Jade Mortimer asked if there has been any follow-up to the first zoom meeting addressing employee protocols. Mr. Turner replied that there should be information forthcoming at the next meeting. She also gave credit to Board for their work recognizing the commitment.

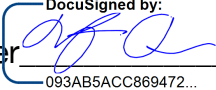
Marilyn Kelsey asked for clarification of the two new highway hires, reconciling them with current and former highway employees. During discussion of proposed road repair and financing, Ms. Kelsey asked for clarification of the term "under levy" which was explained by Ms. Butler, Town Administrator, Paula Consolo of the Finance Committee. and Mr. Turner.

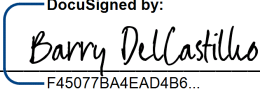
Volunteer Recognition - Nick Doneilo, Whit Sanford, and Daryl McCloud were recognized for their work in putting up the Christmas lights. Mr. Turner also gave a shout out to all members of the Moonlight Magic crew who made it happen this year, and Barry Del Castilho added thanks and recognition for all contact tracing volunteers for such an important service.

Announcements - Town Hall will be closed on Thursday, December 23. The Vax Bus will be in the school district next Tuesday and Wednesday; information is available on the FRCOG website. With no further business, Mr. Phillips moved to adjourn seconded by Mr. Del Castilho. Vote in favor of the motion was unanimous. Meeting adjourned at 7:37 p.m.

Respectfully Submitted by Mary Bolduc, Boards' Clerk, January 11, 2021

Signed:

Zachary Turner 093AB5ACC869472...

Barry Del Castilho F45077BA4EAD4B6...

Clinton Phillips 197DAA667A69440...