

Town of Burnham
"Home of Lake Winnecook"

SELECT BOARD MEETING
MINUTES

October 27, 2025

PRESENT: Stuart Huff (Chairman of the Board), Brent Chase (Select Person), Stacy Patterson (Administrative Assistant) and 3 others – Sherri Thornton, Susan Huff and Kyle King (Highway Commissioner)

7:00 pm: S. Huff opened the meeting

APPROVAL OF MINUTES:

October 10, 2025 Select Board Meeting minutes approved on motion made by S. Huff. Seconded by B. Chase.

APPROVAL OF WARRANTS:

1. S. Huff made a motion to approve **Payroll Warrant #44** in the amount of **\$3,953.15**. Seconded by B. Chase.
2. S. Huff made a motion to approve **Warrant #45** in the amount of **\$15,442.48**. Seconded by B. Chase.

APPOINTMENTS: None

OLD BUSINESS: None

NEW BUSINESS:

1. The Board signed an updated **Animal Control Officer Job Description** with the current ACO, Elizabeth Davidson
2. Email from Andrew Salaoutis was reviewed regarding the need for interested parties to join multiple **MSAD #53 Sub-Committees**. It was agreed to post the notice at the Town Office.
3. Approval was given to Planning Board members to attend an upcoming MMA webinar for **Local Planning Boards & Board of Appeals**.
4. The Board briefly discussed **designating certain responsibilities and areas in town** to each Select Board member (such as the Transfer Station, Animal Control, Roads...). It was agreed to discuss further at the next Select Board meeting.
5. Highway Commissioner, Kyle King, suggested creating an area at the **Transfer Station** for the third, **auxiliary bin** next to the other two bins. It was agreed to try to get a quote for the cost by the budget meeting in January.

7:30 pm – S. Huff made a motion to open the **General Assistance Ordinance Appendices Hearing**. Seconded by B. Chase. After reviewing the new appendices, S. Huff made a motion to adopt the new 2025-2026 appendices. Seconded by B. Chase.

EXECUTIVE SESSION: None

CORRESPONDENCE: None

REMINDERS: None

ADJOURNMENT:

7:35 pm – S. Huff made a motion to adjourn. Seconded by B. Chase.

MINUTES SUBMITTED: By Stacy Patterson - Administrative Assistant/Clerk/Tax Collector/Treasurer

