

Town of Burnham

Select Board Minutes

April 20, 2020

Meeting called to order at 7:09 pm (via conference call)

Present: Joyce Ryan, Administrative Assistant, Charlie King, Fire Chief, Sue King

Select Board: George Robison, Chairman

Kristy Haworth

Wayne Mitchell

Approval of Select Board minutes

April 20, 2020

Motion made and seconded to accept as written.

By Roll Call: Select Board Voting Yes: Hapworth, Robison, Mitchell

Executive Session

None

Approval of Warrant #8

Motion made and seconded to accept.

By Roll Call: Select Board Voting Yes: Hapworth, Robison, Mitchell

New Business –

-Select Board Appointments

Motion made and seconded to re-appoint all current positions up for reappointment. Clerk will hold all appointment papers for signature at next physical meeting. By Roll Call: Select Board Voting: Yes: Hapworth, Robison, Mitchell.

-Secret Ballot Election – Select a tentative date.

June 5, 2020. Motion made and seconded to accept. Pending Covid-19 situation and Maine Municipal guidance. By Roll Call: Select Board Voting Yes: Hapworth, Robison, Mitchell

-Town Meeting – Select a tentative date.

June 6, 2020. Motion made and seconded to accept. Pending Covid-19 situation and Maine Municipal guidance. By Roll Call: Select Board Voting Yes: Hapworth, Robison, Mitchell

-Mass mailing – Town updates, State of Emergency information, Absentee availability and tentative dates for Town Meeting and Secret Ballot Election. No Action Needed

-Trio Access to SQL conversion.

Motion made and seconded to proceed with TRIO upgrade. Monies from incidental line. By Roll Call: Select Board Voting Yes: Hapworth, Robison, Mitchell

- Office Equipment – Replace all computers.
Motion made and seconded to spend up to the amount shown on previous quote from for new equipment and set up. Monies from equipment line. By Roll Call: Select Board Voting Yes: Hapworth, Robison, Mitchell
- Policies and procedures in draft form.
No Action needed; ongoing project.

Old Business –

Coronavirus

- Update - Governor has extended the Civil Emergency to May 15, 2020
- Spirit of America Nomination Tabled to 5/4/2020 meeting
- Heath Officer update
- Policy and Procedure

Actions taken:

Complaints –

Ryan Road – plowing complaint, private road;
(no action needed)

Reports –

Administrative Assistant

The past two weeks have been very busy between the Covid-19 State of Emergency the snowstorm/power outages, clean up, windstorm and the busy phone calls from residents asking how to and where to in reference to the State of Emergency.

I have spent a lot of time with our municipal software support company – Harris. We have successfully installed the Trio software and our data on the laptop so I can work within the data base and not harm our live data. I am working on getting all the required information into the back end of the Trio software to eliminate the triple hand journals and double spreadsheets in addition to Trio input. After hours spent working with our current data things have come to a halt due to software and hardware issues. Internal accounting issues also have put this project on hold.

I have full confidence that the Town books will be up and running appropriately very soon.

Motion made and seconded to adjourn 8:39 pm. By Roll Call: Select Board Voting Yes: Hapworth, Robison, Mitchell

Respectfully submitted

Joyce Ryan, Administrative Assistant