

TOWN OF ACTON SELECTBOARD MEETING

February 16, 2022

6:00pm

1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

2. WARRANTS/BILLS: Signed

3. APPROVAL OF AGENDA:

A motion was made by Kimberly Stacey- Horn to approve the agenda. The motion was seconded by Tom McGurty. All in favor, motion carried.

4. MINUTES OF LAST MEETING:

The minutes of the meeting of February 9, 2022, were tabled.

5. TOWN ADMINSTRATOR WEEKLY UPDATE:

- Billy Allen, the installer of the windows, will be coming in this week to change the odd window in the hall and recheck all the windows for proper installation.
- The new Deputy is Shawn Sanborn. He is the SRO officer at the high school. He will be invited to a Select Board to be introduced to the Town in the near future.
- The Planning Board will have public hearing on March 3, 2022, at 6pm, regarding the proposed zoning changes.
- The School has provided a timeline for their Budget Vote to The Select Board.
- The Acton Republican's will caucus on Saturday, February 19, 2022, at 1 pm in the Town Hall.
- The Warrant and Finance Committee will be meeting Monday's in March. The Budget schedule will be released on February 28, 2022. Department Heads will meet with The Warrant and Finance Committee to discuss individual budgets.

6. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES:

A. Budget:

The Budget was reviewed and will be discussed at a later date.

B. Treasurer:

Michelle Rumney presented the Budget Books to the Board. The information relating to the expenditure of the ARPA Funds was presented. The proposed budget and undesignated fund balances were discussed. Much discussion ensued regarding pay rates; inflation, merit raises, and proposed improvements to the Town were presented.

C. Personnel Policy:

The proposed Personnel Policy was read by the Town Administrator and the Select Board. The Policy is being reviewed by The Town's Attorney. A confidentiality agreement for the employees of the Town was discussed. All aspects of the policies for employees were reviewed. Health insurance, attendance, State/ Federal holidays. Salaries, harassment, performance appraisal and disciplinary action were discussed.

7. OLD BUSINESS:

A. Abuse and Molestation Prevention Policy

The policy was rewritten according to The Town Attorney's guidance.

A motion was made by Kimberly Stacey- Horn to approve the policy. The motion was seconded by Tom McGurty. All in favor, motion carried.

B Medical Director Position

Via a test phone call, The Fire Chief was contacted and the role of the Medical Director was discussed. There was no update regarding the new fire truck. The generator will be hooked up on February 17, 2022.

B. Transfer Station Hours

Discussion regarding the new hours was tabled until next meeting.

8. NEW BUSINESS:

A. FOI Request

The Town Administrator read aloud a request for a Freedom of Information request for the Covid 19 policy signed on December 2, 2020. She reported that there was no policy signed.

Kimberly Stacey-Horn stated that there should be proper decorum and language used when asking for requests. Tom McGurty stated that the Select Board supports the Town Administrator and derogatory comments were not an appropriate response.

B. Open Audit Firms

The Town Administrator reported that a bid was received, and opened by her, not knowing it was a bid. No one else saw the enclosed bid. There were two denials of participation that were received. Tom McGurty has the list of firms contacted. He reported that many firms are not taking any new business. An idea that was broached was that there could be one firm to prepare the financials and handle the pre work. Then an auditor could handle the statements. Tom McGurty and the Town Treasurer will work on the RFP update.

C. Rec Director

The Town Administrator and Tom McGurty met with the recreation chair to discuss the Rec Director position. There is money in the budget to employ a Rec Director from March until June. A stipend for the Rec Director would be included in the new budget. The position could entail Saturday, Sunday and evenings. The recommendation was made that parents of participants must volunteer during their child's experience.

9. PUBLIC COMMENT

- **Joyce Bakshi** requested that the Capital Improvement Committee be placed on the agenda of the Select Board Meeting of April 6, 2022
- **Dennis Long** questioned whether the siding of The Town Hall would be completed as the Warrant was from last budget or if an engineer would be engaged first.
- **Joyce Bakshi** spoke again regarding the Freedom of Information requests and stated that Maine laws do not offer a lot of protection regarding harassment. The Town Administrator stated that perhaps the Town should increase the amount of charges regarding the requests.

10. ANNOUNCEMENTS:

Thursday, Feb 17 Planning Board 6:00 pm

Tuesday, Feb 22 Mary Grant Committee 6:00 pm

Wednesday, Feb 23 Board of Selectmen 6:00 pm

Monday, Feb 28 Warrant and Finance 6:00 pm

11. ATTENDANCE: Joyce Bakshi, Adam Doliber, Ray Lopez, Deborah Lopez, Dennis Long, Leslie Berlin

12. MEMBERS PRESENT: David Winchell, Jr, Kimberly Stacey-Horn, and Tom McGurty

