

TOWN OF ACTON SELECT BOARD MEETING
June 21, 2023
6:00pm

MINUTES – APPROVED

1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

Select Board Member David Winchell, Jr. called the meeting to order.

2. WARRANTS/BILLS - Signed

3. APPROVAL OF AGENDA

Select Board Member Edward Walsh made a motion to approve the agenda; seconded by Select Board Member Daniel Norwood. All in favor. Motion carried.

3. MINUTES OF LAST MEETING

Select Board Member Tom McGurty made a motion to approve the minutes from June 7; seconded by Select Board Member Walsh. All in favor. Motion Carried.

5. TOWN ADMINISTRATOR WEEKLY UPDATE

The Town Administrator Jennifer Roux announced that the town, along with the Historical Society, will be hosting an event for the eldest resident; scheduled for July 19th at 430pm. We have a resident that is 97, but if anyone knows of a resident that could be eligible to reach out to the Town Hall.

Additionally, the Annual Report is available and it's time to think about the next report and determine if we want to include the Audit in the next report.

6. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES

A. Dennis Long, Warrant & Finance Committee

Two meetings have been scheduled with Warrant & Finance Committee: Monday evening and Friday morning at 10am. The Town Administrator advised there will be two upcoming Special Town Meetings to address two Warrant Articles. Select Board Member McGurty confirmed that new members haven't been sworn in and will not until the new fiscal year. They are encouraged to attend but will not be able to vote.

B. Dan Krampetz, Mary Grant Committee

Confirmed the Mary Grant Picnic and made request to the Board of Selectman to be a pie contest judge. Select Board Member Winchell, Jr. will judge.

8. LIAISON UPDATES

No updates.

9. OLD BUSINESS

A. Special Town Meeting

The Town Administrator announced a Special Town Meeting on Wednesday, July 12 at 6pm.

Article 1 – to nominate a moderator.

Article 2 – to see if the town will appropriate \$66036.71 of the unassigned fund balance to be placed in the West Shore Drive Bridge and Culvert Improvement Fund.

This is the difference between Ransom Bills Outstanding; Langley Excavation; Property Owner Stipend and a buffer.

Article 3 – to vote to appropriate up to \$41,000 that was brought forward from the Rec Capital Improvement Funds at the Route 109 Ball Field – for engineering and field work.

10. NEW BUSINESS

A. Appointments

Appointments for vital positions: Animal Control, Health, EMA Director, Treasurer, CEO/911 Officer/LPO

Select Board Member McGurty made a motion to renew the appointment of James Driscoll, Animal Control Officer; Victoria Erickson, Health Officer; Richard Smith, EMA Director; Kelly Burgess, Treasurer; and Jason Sevigny, Code Enforcement Officer/Emergency 911 Officer/Local Plumbing Officer; seconded by Select Board Member Norwood. All in favor. Motion Carrier.

B. Fire Department Posting

The Town Administrator advised a new position was posted for a full time Fire Employee in the FY24 Budget. This will be 4 full time positions in the Fire Department.

Signed by Select Board Members.

C. Revaluation / Tax Rate Update

Select Board Member McGurty advised property owners should have received a letter with updated assessed values completed with appointment availability to discuss changes if needed.

Property values have grown significantly, and the last assessment was completed over 12 years ago.

The letter included an estimate with the proposed tax bill for FY 24 with a proposed tax rate of 6.99 percent.

Select Board Member McGurty recommended reviewing the budget from the past year prior to setting aside reserves to assist with taxes. Select Board Member McGurty also suggested town residents attend Select Board Meetings to participate in town discussions.

D. Harris Proposal

The Town Administrator advised Harris has an interface that connects MOSES with TRIO to eliminate human errors in financial transactions. This was included in the budget for the upcoming year and has an initial fee of \$1100 and \$225 fee annually.

Select Board Member McGurty made a motion to approve the Harris Proposal; seconded by Select Board Member Walsh. All in Favor. Motion carried.

Signed by Select Board Members.

E. Policies

The Town Administrator provided a binder of all Town policies and procedures and suggested that the Board of Select Members begin a review of all Town policies. Each week, multiple policies will be reviewed, and proposals can be made for any potential changes needed.

Executive Session 405 6.A.1 - Personnel Issue

Select Board Member Walsh made motion to review Executive Session 405 6.A.1 - Personnel Issue; seconded by Select Board Member Norwood. All in Favor. Motion carried.

Select Board Member Walsh made a motion to come out of Executive Session 405 6.A.1 – Personnel Issue at 7:51pm; seconded by Select Board Member McGurty. All in favor. Motion carried.

11. PUBLIC COMMENT

Will Langley, Dist. 1 Road Commissioner.

Does the lake need to be lowered/drained to complete culvert project? Select Board Member Winchell, Jr. questioned if it was included in the proposal with the contractor. Unless the contractor needs this done, the Select Board Members suggested not to drain the lake.

Joyce Bakshi

The Town has been listed as a truck town: What does this mean? The Town Administrator advised this is an authority that Motor Vehicles has given to the town to register trucks over 26,001 lbs. The Town of Acton is one of a few in York County with that authorization.

12. PENDING

N/A

13. ANNOUNCEMENTS

June 22, 2023 Road Committee Meeting 6:00pm

June 26, 2026 Warrant and Finance 6:00pm

June 28, 2023 Board of Selectmen 6:00pm

June 30, 2023 Warrant and Finance 10:00am

Select Board Member McGurty made motion to adjourn; seconded by Select Board Member Norwood. All in favor. Motion Carried.

14. MEMBERS PRESENT: Select Board Member David Winchell, Jr., Select Board Member Tom McGurty; Select Board Member Edward Walsh; Select Board Member Daniel Norwood; and Town Administrator Jennifer Roux.

15. ATTENDANCE: Richard Neal, Joe Ruma, Will Langley, Robin Ham, Dennis Long, Carol Long, Joyce Bakshi