

SELECTMEN'S MEETING
April 14, 2021
6:00pm

1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

2. TOWN ADMINISTRATOR WEEKLY UPDATE

- **Zoning Board of Appeals meeting** – ZBA meeting had to be cancelled last night based on lack of quorum based on the people who attended prior meeting and has been rescheduled for Monday, April 26, 2021 at 5:00 pm via Zoom.
- **April 28, 2021 Board of Selectmen's meeting** – The Town Administrator asked the Board to cancel this meeting since this was a five Wednesday month and it followed 2 zoom meetings on Monday and Elections on Tuesday. The Board agreed.
- **O' Donnell Associates** – The Town Administrator updated that Board that O'Donnells would be in to gather and finish up all the work leading up to April 1, 2021 in order to start looking at for tax commitment. The systems will then be updated, the Assessor may be conducting a little field work and the Assessor will be asked to look at the Ruby Reed property. Legal is currently drafting a seal bid content document for what is inside.
- **Portland Glass** – The Town Administrator received a quote from Portland Glass for \$31,000. Every window was measured and looked at for repair or replacement. The quote was broken down by office and the Board discussed looking into doing sections at a time. A question of whether the seals were included in the quote was unclear. The Board discussed. The Town Administrator will call the vendor for clarification on the seals.
- **Minute correction** – In reviewing the minutes last week, the Town Administrator pointed out to the Board that Selectmen Stacey-Horn stated the Land Use Secretaries job was being posted as \$17 – 18 per hour; the Board needs to correct under old business that it is actually \$16 – 18 per hour.
- **Planning Board Meetings** - The Town Administrator updated the Board that there will be a Planning Board meeting tomorrow night at 6:00 pm via Zoom, however, there will be three members zooming from the Town Hall. This will be just the Public Hearing. A second meeting has been scheduled for April 23, 2021.
- **Town Administrator Schedule** – The Town Administrator informed the Board that she will be out of the office for a short amount of time on Thursday and Friday for personal reasons.
- **Kudos** – The Town Administrator commended Will Langley and Robin Ham for assisting a resident who had a broken arm, her power was out and she was unable to get out of her garage to go to work. They went out of their way to assist. Thank you. The Town Administrator noted it was great to be able to reach out when a resident is in need.

3. WARRANTS/BILLS – Signed.

4. APPROVAL OF AGENDA

A motion was made by Selectmen Ed Walsh to approve the agenda; seconded by Selectmen David Winchell Jr. All in favor.

5. MINUTES OF LAST MEETING

A motion was made by Selectmen Ed Walsh to approve the minutes of April 7, 2021; seconded by Selectmen David Winchell Jr. All in favor.

6. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES

Mary Grant – Mr. Dan Krampetz asked the Town Administrator to relay the following: The Mary Grant Committee is looking to do a Community Wide Yard Sale and was looking to the Board for permission. As a fundraiser, the committee is considering charging for table space and would like to borrow town tables if permitted. There are some concerns from abutters regarding parking. The Board discussed the Governor’s expansion of outside use on May 24, 2021, tables being spaced 6 feet apart, the requirement of masks and parking options (i.e., using the Town Hall parking lot for vendors after they unload and speaking with the Contract Deputy. The Board had no issue with this prospective event. The Town Administrator will check on insurance. The Mary Grant Committee’s next meeting is on April 24, 2021.

7. OLD BUSINESS

A. Minute Correction

Selectmen David Winchell Jr. stated that there was a misstatement at the April 7, 2021 Board of Selectmen’s meeting which needed to be corrected. Selectmen Kimberly Stacey-Horn noted that the starting pay for the new Land Use Secretary will be posted as \$17 - \$18 per hour. For the record, the Board with correct salary range as \$16 – 18 per hour.

A motion was made by Selectmen Ed Walsh on the change of the Land Use Secretary starting salary range; seconded by Selectmen David Winchell Jr. All in favor.

8. NEW BUSINESS

A. Iron Tails Liquor License

A public hearing was held on April 8, 2021 via Zoom on the Iron Tails Liquor License. The Board of Selectmen received all reports relating to Iron Tails business conduct including the Sherriff’s and Fire Department and listened to Mr. Cashin and Mrs. Berlan’s letters which were read aloud and received all public comments on the matter. The Board finding no reason not to grant the Liquor license, made the following motion.

A motion was made by Selectmen Ed Walsh to grant a liquor license to Iron Tails Enterprises, dba Iron Tails Saloon; seconded by Selectmen David Winchell Jr. All in favor.

B. Barn Lights Events & Wedding LLC Liquor License

The Town Administrator brought to the Board a new application she received from Barn Lights Events & Wedding LLC to obtaining a liquor license in time for their soft opening on May 1, 2021. This is a new process to them and is pleading with the Board to help get the public hearing done legally as soon as possible in order to open; their soft opening is scheduled for May and their first wedding event is in June.

Mr. Paul Gurney was at the meeting and available tonight to share a little bit about what they do.

Mr. Gurney approached the Board, apologized for being unfamiliar with the timelines to get a liquor license, recapped the business events and noted as soon as they had their license they would be able to start.

The Town Administrator indicated to the Board that since they had to vote upon the application on a Wednesday night, a suggested public hearing date would be for April 26, 2021 at 6:30 via Zoom; there is already a ZBA Zoom meeting at 5:00 pm that same day. All other verification measures and checks would be conducted during the available time leading up to the public hearing. Then after the public hearing the Board can come back together on April 28, 2021 to vote upon the matter. Mr. Gurney thanked the Board for their flexibility.

C. Freedom of Information Request

The Town Administrator informed the Board that she had received two Freedoms of Information requests:

- Pat Pearson dated April 8, 2021
Mrs. Pearson requested copies of original conditional use permit for Iron Tails to be sent to Board members; details concerning exactly what is currently permitted on the existing conditions as compared to the proposed changes/additions to be considered by the Board.
- Leslie Berlan, dated April 14, 2021
Mrs. Berlan requested All records pertaining to the changes to the conditional use permit held by Iron Tails Saloon including all correspondence, letters, emails, and text messages from the Town Administrator, Board of Selectmen, Code Officers , Acton Planning Board and Mr. Martinez.; all correspondence from all attorneys and engineers coming through the Town including notes, texts from personal cell phones, recaps of any conversations and a copy of Mr. Martinez's original use permit.

A discussion ensued on how to fulfill these requests, who to reach out to and what was possibly available. The Town Administrator asked permission to speak with Mrs. Berlan after the meeting to receive further clarification on her request. The Board granted permission.

D. Pole Permit

The Town Administrator presented a CMP pole permit for Langley Shore Drive and Red School House Road for the Board to review and approve.

A motion was made by Selectmen Ed Walsh to sign the CMP pole permit; seconded by Selectmen David Winchell Jr. All in favor.

E. Email from Warrant and Finance regarding items they are waiting for:

- Rick Smith, Fire Chief is working hard on the generator.
- The Town Administrator is having difficulty getting a siding company to come out and provide specifications.
- The Parking Lot/Gym removal is a placeholder to put money aside; no decision made as to when this will happen. No specs needed or available at this time.

- HVAC – The Town Administrator is waiting on a second bid. On a side note, the monitor heater in the Library keeps getting filled with sand and starts turning itself off. Mr. Senecal will be in tomorrow to work on it.

F. Memorial located on Town property –

The Town Administrator informed the Board of a growing concern of a sensitive nature regarding an impromptu memorial growing on the side of the road which is located on Town property. Did the Board want to post the property so then it can be acted upon by the Sheriff's Department for trespassing? A small tasteful memorial is one thing, but this is growing and growing and others are taking notice and commenting on it. The Town is sympathetic, but it is becoming a hangout; this was not a good situation.

The Board discussed. Selectmen David Winchell Jr. indicated he would talk to the family; Selectmen Ed Walsh indicated he would talk to the family with the Deputy present. The Town Administrator will look into more information on the family to contact.

G. Executive Session - Personnel 405 6 A. – 11

A motion was made by Selectmen Ed Walsh to go into Executive Session pursuant of MRSA 405 6 A-1 Personnel Matter at 6:45 pm; seconded by Selectmen David Winchell Jr. All in favor.

A motion was made by Selectmen Ed Walsh to come out of Executive Session pursuant of MRSA 405 6 A-1 Personnel Matter at 7:15 pm; seconded by Selectmen David Winchell Jr. All in favor.

9. PUBLIC COMMENT – None

10. ANNOUNCEMENTS

04/15	Planning Board Meeting & Proposed Zoning Ordinances Public Hearing / Zoom	6:00pm
04/16	Recreational Committee	5:30pm
04/19	Warrant and Finance	6:00pm
04/20	Marijuana Committee	6:00pm
04/21	Board of Selectmen	6:00pm
04/26	Zoning Board of Appeal Zoom	5:00pm
04/26	Liquor License	6:30pm
04/28	Board of Selectmen (cancelled)	6:00pm

11. MEMBERS PRESENT

Selectmen Ed Walsh, Selectmen David Winchell Jr. and Town Administrator Jennifer Roux; Selectmen Kimberly Stacey-Horn was absent.

12. ATTENDANCE

Dennis Long, Leslie Berlan, Robin Ham, Adam Doliber, Will Langley, Paul Gurney, Greg Martinez, Katelyn Long and Cheryl Drisko.

A motion was made by Selectmen Ed Walsh to adjourn at 7:17pm; seconded by Selectmen David Winchell Jr. All in favor.

