

SELECTMEN'S MEETING

August 9, 2016

5:00pm

1. **APPROVAL OF AGENDA:** Moved by Elise Miller, seconded by Ed Walsh, to accept the agenda as presented. The motion passed 2-0.

2. **APPROVAL OF MINUTES OF LAST MEETING:**

- Moved by Elise Miller, seconded by Ed Walsh, to approve the Minutes of the Meeting of July 26, 2016 as written. The motion passed 2-0.
- Moved by Elise Miller, seconded by Ed Walsh, to approve the Minutes of the Meeting of August 2, 2016 as written. The motion passed 2-0.

3. **FIRE CHIEF MEET AND GREET:** The Chairman reminded everyone that immediately after the Selectmen's Meeting, a brief meet and greet with the new Fire Chief Steve Johnson will take place.

4. **DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES:**

Fire Department: Chief Johnson reported that his first week on the job went well. He met with the Code Enforcement Officer, Ken Paul to review projects around town that he can help with. He asked that people feel free to contact him if they have questions or suggestions.

4. **OLD BUSINESS:**

A. Library Repairs: Elise Miller reported that this project will be postponed until the project can be better defined. There is some question as to how insulation will be blown in and how ventilation can be achieved. Mrs. Miller will meet with Ken Paul to get answers to questions that have come up.

B. Fire/Rescue Building – Fairgrounds: Jennifer Roux noted that some concerns about location and confirmation that usage will continue have been expressed. She will schedule workshops to address these issues and to determine how the agreement will be written.

C. Recreation/Soccer: Mrs. Roux informed Board Members that the couple that had expressed interest in organizing the Fall Soccer Program has decided that they currently have too much going on to take on the commitment. Mrs. Miller stated that she may know people that might be interested.

D. Building Projects / Draft Bids: Mrs. Roux reported that Ken Paul has agreed to apply the siding in front of the library and do the stairs in the back of the building, probably in October. She also noted that finding someone to work with the wires in the front of the building has proven to be a problem.

RFP for Fire Station Roof: The Chairman read the proposed bid request for reproofing the Fire Station:

“Request for Proposal for Roof Repair: The Town of Acton is seeking proposals for the removal and replacement of asphalt shingles at the Acton Fire Station located at 1725 Route 109. Said roof is approximately thirty-nine hundred square feet. The proposal shall include the removal of existing shingles, installation of ice and water shield, fifteen pound felt or equivalent and quality shingles that both parties agree upon. Also included is the disposal of all related debris. For a site evaluation, contact Chief Johnson at 636-3630. Proof of insurance is required. Additionally,

the winning bidder must show proof of Workers' Compensation Liability Coverage or proof that they are exempt from Workers' Compensation by supplying the Town with a Predetermination of Independent Contractor Status from the State of Maine. Proposals should be submitted to Town of Acton, 35 H Road, Acton Maine, 04001 and marked "Roof Bids" on the outside of the envelope. Deadline for submission is 4:00 p.m. on Tuesday, September 6, 2016. The Board of Selectmen reserves the right to refuse any and all bids."

It was noted that the actual square footage of the roof is seventy-eight hundred square feet. Mrs. Roux will meet with the Fire Chief to finalize the RFP.

RFP for the Library Entrance: Elise Miller read the request for proposal for the construction of the Library entrance: *"The Town of Acton is seeking design and build proposals for the entrance of the Acton Library, located at 35 H Road, Acton Maine. The design will replace the wood structures that are currently there. Additionally, the design should compliment the existing stairs and ramp at the Acton Town Hall. Estimated project will expend approximately \$5,000-\$6,000. Proof of insurance will be required. Also, the winning bidder must show proof of Workers' Compensation Liability Coverage or proof that they are exempt from Workers' Compensation by supplying the Town with a Predetermination of Independent Contractor Status from the State of Maine. Proposals should be submitted to Town of Acton, 35 H Road, Acton Maine, 04001 and marked "Library Entrance" on the outside of the envelope. Deadline for submission is 4:00 p.m. on Tuesday, September 6, 2016. The Board of Selectmen reserves the right to refuse any and all bids."*

E. Veteran Graves in Acton: Mrs. Roux asked Board Members if they want to form a Cemetery Committee which would be a subcommittee of the Conservation Committee. It was mentioned that Lois Michaud and Hannah Phillips should be contacted for advice on which markers should be replaced now with the current funds available. Consensus of the Board was that she will try to determine if there is interest in forming a committee.

Ed Walsh noted that while the Town's priority is to maintain Veterans' graves in accordance with Maine State Laws, making sure that all cemetery sites are maintained is important. Elise Miller, after reading the material that Lois provided regarding the Milton Mills Cemetery projects, suggested considering an "adopt a cemetery" program.

5. NEW BUSINESS:

A. Open Paving Bids: Mrs. Roux reported that four bids for paving were received:

- Can Brothers Paving, Milton Mills, New Hampshire:
 - Machine application @ \$61.37 per ton;
 - Hand application @ \$114.38 per ton;
 - Curbing @ \$118.74 per ton;
 - Reclaiming @ \$.12 per square foot.

- Shaw Brothers Construction, Gorham Maine:
 - Reclaiming and final grade @ \$4.40 per linear foot;
 - Hot mix asphalt @ \$60.60 per ton;
 - Pavement handwork @ \$145.00 per ton;
 - Curbing @ \$320.00 per ton;
 - Tack Coat @ \$7.00 per ton.

- F. R. Carroll, Limerick, Maine:
 - Hot bituminous asphalt @ \$61.40 per ton;
 - Hand work @ \$135.00 per ton;
 - Curbing:
 - 200 – 500 feet @ \$10.00;
 - 501 – 1000 feet @ \$7.00;
 - 1001 – 2000 feet @ \$6.00;
 - Reclaiming @ \$1.70 per square yard, minimum of 6700 square yards.

- Dayton Sand and Gravel, Dayton, Maine, bid as follows:
 - Asphalt @ \$56.27 per ton;
 - Hand work @ \$100 per ton;;
 - Curbing @ \$9.00 per linear foot;
 - Reclaim @ \$1.48 per square foot.

Both Road Commissioners, David Winchell and Scott Mooney, recommended accepting the bid submitted by Dayton Sand and Gravel.

Moved by Elise Miller, seconded by Ed Walsh, to accept the Dayton Sand and Gravel paving bid to expire June 30, 2017. The motion passed 2-0 and the document was signed by the Selectmen.

- B. Salt Bid:** Mrs. Roux noted that the Town pays dues to Southern Maine Planning which seeks bulk prices on behalf of the Town. SMRC negotiated with Morton Salt for outside-stored road salt delivered at \$63.52 per ton. The Town also received a bid of \$63.52 from Granite State Minerals. David Winchell stated that the Town has used this company for several years and they have always sold the road salt to the Town at a cheaper price; last winter their price was \$4.00 less than SRPC. Mr. Winchell recommended staying with Granite State Minerals.

Moved by Elise Miller, seconded by Ed Walsh, to contract with Granite State Minerals to supply road salt delivered at \$63.52 per ton. The motion passed 2-0.

- C. Game of Chance Operations:** Moved by Elise Miller, seconded by Ed Walsh, to approve the application submitted by Elks Lodge #2738 to offer pull tab and high roller games of chance at the Acton Fair August 25 – 28, 2016. The motion passed 2-0 and the approval was signed by both Selectmen.

- D. Sheriff Department Recognition:** The Chairman noted that he, Elise Miller and Sandy Shields attended a Quarterly Awards and Recognition Ceremony on Friday, August 5th at the York County Sheriff's Department in Alfred. He also expressed admiration for the efforts of a local eleven year old boy who recently noticed that an intruder was breaking into a neighbor's home. He made enough noise so that the perpetrator fled from the scene. Mr. Walsh reported that the boy was also recognized by the York County Sheriff's Department at the event.

7. PUBLIC COMMENT: None

8. ANNOUNCEMENTS:

- A. Committee Opening: There is still a Road Committee opening; all other Committees have been filled;
- B. Tax Acquired Property Sale: the final date to submit a sealed bid on the two properties is August 24th at 4:00 p.m.;

- C. Flu Shots: September 23rd from 12:00 to 1:00 p.m. at the Town Hall;
- D. Town Hall Closed Aug 16 for mandatory training;
- E. Transfer Station Closed Monday, Sept 5 in observation of Labor Day;
- F. Town wide Yard Sale Saturday August 13th to benefit the Southern Maine Veterans' Memorial Fund;
- G. Mary Grant Events:
 - August 19 @ 9:00 a.m. – Clean up Day;
 - September 10, 2016 – Potluck lunch picnic in the park at noontime;
 - October 22 @ 4:00 p.m. - pumpkin carving in the park with piñata, fireside stories with roasted marshmallows and chowder.

9. MEMBERS PRESENT: Ed Walsh, Elise Miller.

10. OTHERS PRESENT: Jennifer Roux, Scott Mooney, David Winchell, Steve Johnson, Rollin Waterhouse