

**SELECTMEN'S MEETING**  
**February 5, 2020**  
**6:00pm**

**1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE**

**2. TOWN ADMINISTRATOR WEEKLY UPDATE**

- **Holiday Meetings:** The Town Hall and Transfer Station will be closed; there will be no meetings scheduled.
- **March 3 and 4<sup>th</sup>:** Due to the State Primary election, the Town Hall will be closed on March 3 for all business except voter registrations; the Board of Selectmen will not be holding a meeting on March 4, 2020.
- **March 14:** The Town Hall will be closed; Shapleigh Special Town Meeting.
- **Town Emails:** The Town Administrator met with the Director of APAT to discuss converting the email system to a cloud based system. With 40 email accounts an estimate of cost is \$6,000. Research indicated that not all parties are using assigned emails as policy dictates. Conversion tabled.
- **General Assistance Program:** A letter received from the State of Maine confirming that the audit done on the General Assistance program in Acton, Maine was in complete compliance.
- **Gym Keys:** The Lock Smith is cutting 50 keys as current supply is depleted. Gail Boisvert's group is pretty much done working on insurance compliance list except for the orientation packets; awaiting response from MMA on items submitted.

**3. WARRANTS/BILLS**

**4. APPROVAL OF AGENDA**

Selectmen Kimberley Stacey-Horn made a motion to approve the agenda; seconded by Selectmen David Winchell. No discussion. All in favor.

**5. MINUTES OF LAST MEETING**

Selectmen Kimberley Stacey-Horn made a motion to approve the minutes of January 8 and 29, 2020; seconded by Selectmen David Winchell. No discussion. All in favor.

**6. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES**

None.

**7. OLD BUSINESS**

A. Policies

The Town Administrator presented the Board to review a copy of the Drug policy with the Attorney's changes; item tabled until next week.

B. Article 43

The Town Administrator presented to the Board a draft of their updated Article 43 Application for review; tabled until the board can review together in a workshop.

C. Parking Lot Monuments

At the request of the Cemetery Committee, the Town Administrator found out that the Monument area in front of the Town Hall requiring some stability work is owned by the Church.

**8. NEW BUSINESS**

None.

**9. PUBLIC COMMENT:**

None.

**10. ANNOUNCEMENT**

A. Town Hall and Transfer Station are both closed Monday, February 17, 2020

B. Mary Grant Committee Openings (2)

C. Transfer Station Opening

D. Republican Caucus 02/08 1pm / Democratic Caucus 3/8 4pm

E. March 3 Elections will be held at the Town Hall

F. School Budget Vote will be on April 6, 2020

**11. MEMBERS PRESENT**

Selectmen Ed Walsh, Selectmen David Winchell, Kimberley Stacey-Horn and Town Administrator Jennifer Roux

**12. ATTENDANCE**

Dennis Long, Robin Ham, and Jim Driscoll