

SELECTMEN'S MEETING

March 22, 2016

5:00pm

SALUTE TO THE FLAG

1. **APPROVAL OF AGENDA:** Motion by Bill Shields, seconded by Ed Walsh, to accept the agenda as presented. The motion passed 3-0.
2. **APPROVAL OF MINUTES OF LAST MEETING:** Motion by Bill Shields, seconded by Ed Walsh, to approve the Minutes of the Selectmen's Meeting of March 15, 2015 as written. The motion passed 3-0.

3. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES

A. Forest/Conservation Consolidation: Jennifer Roux noted that a Conservation and Recreation Committee Ordinance was approved at the Town Meeting of March, 1994, Article 47 which established a committee and outlined the membership, etc. Tom Cashin expressed concern that the Committee was divided since that meeting. Ted Kryzak directed that the Committees be researched and any legal questions that the committee members might have be referred to the Town's Attorney. Tom Cashin suggested that a vote be taken to merge the Conservation and Forestry Committees, then dissolve the separate Committees, then existing Committee members would resign so that members for the newly established committee can be vote in. Consensus of Board Members was that the necessary research be completed and the subject referred to the Town's Attorney and be addressed at the next Board of Selectmen meeting.

4. OLD BUSINESS:

A. MMA Action Letter:

David Langley reported that a contractor has been contacted to complete repairing the water damage. The monies to pay for this project would be taken from the insurance reimbursement money.

Mr. Langley expressed concern that there may be code issues existing at the Safety Building that need to be addressed and requested that Ken Paul do an assessment. Mr. Langley's opinion is that expenses related to resolving the existing code issues be taken from the General Fund instead of the Department's budget. Consensus of the Board Members was that only the three issues identified by the MMA Liability Insurance review be addressed at this time. Jennifer Roux agreed to work on the alarm issue and David Langley stated that he will address the other items on the Action List before the deadline.

Mr. Langley asked if wages are taken from the Department's budget when staff is working on the consolidation of the Departments. Ted Kryzak explained that staff time spent on the billing, negotiations, securing the various licenses, etc. up to this point was paid from that budget, however, in the next budget year, it will not because an increase was negotiated with staff for the additional duties.

Mr. Smith also requested that all bills including electricity, telephone and cable bills be forwarded to him so that they can be reviewed and approved.

Rick Smith informed the Board that there is missing paperwork according the Tammy Higgins who represents the Billing Agency, and that the contract has discrepancies.

B. Firefighter/EMT/Paramedic Application: Mrs. Roux reminded Board Members that the Fire Chief distributed a hiring packet to the Board for review at the previous meeting. Discussion was

that the document should be on the Town's letterhead and signature lines should be added to the Agility Test document. The document will be signed at the Board of Selectmen's meeting of March 29th and the jobs can be posted on Wednesday, March 30th with a application deadline of Friday, April 22nd at 4:00 p.m. Because these positions are town employees, the three Selectmen and the two Department Heads will do the interviewing. Harold Smith will conduct the agility tests on Saturday, May 7th.

C. Winter Sand - Salt Shed: No new information

D. Gym Door: Mrs. Roux reported that David Winchell has been working with Ken Paul to determine the right door to order. He plans on ordering the door this week.

E. Abandoned Properties: Mrs. Roux stated that the Court found in favor of the Town regarding one property and an extension until May 17th has been awarded for the other property.

F. Library Floor: Mrs. Roux noted that the new sub floor and carpet has been completed.

G. Lobby/Clerk's Office Renovation Walk Thru Update: Mrs. Roux reported that no contractors were present for the walk through. She asked the Board to consider hiring Jim Fisk, who originally prepared the proposal, to act as an overseer of the renovations and town employees who have worked previously on town projects would do the actual work. Jim will provide a budget for the project for the Board to review. Consensus of the Board was to proceed with this suggestion.

H. Foreclosed Properties/Tax Sale: Mrs. Roux reported that both properties are buildable. Originally the thought was to split one of the properties, however, the Town's Attorney suggested that the Town offer the properties for sale intact so that it won't be necessary to spend money of site line certification, etc. The Assessor will determine a minimum bid which is generally fifty percent of the assessed value. Consensus of the Board was that the Office Manager will provide a tax sale document for their review at the next meeting.

5. NEW BUSINESS:

A. Sign Order / Referendum Ballot Election: Motion by Ed Walsh, seconded by Bill Shields to include the following referendum question on the ballot of the election to be held June 14, 2016:

"It is hereby ordered that the question set forth below be placed on a referendum ballot for the election to be held on June 14, 2016 and that the attested order of this order is placed on file with the Town Clerk of Acton, Maine:

Question #1: Shall the Town vote to allow the Treasurer to execute a bond in the Town of Acton's name in the amount of \$75,527 for a five-year term with an interest rate of up to 6%; to raise and appropriate up to \$17,522 for payments on the loan; and appropriate a total of \$100,000 for the purpose of purchasing a +/- twenty-five acre parcel of land which is a portion of Map 220, Lot 002, known as Romac Orchards, which includes the summit of Goat Hill. The balance of funds, \$24,473, to come from the Forestry Committee Reserve Fund. Said purchase is contingent upon fund raising efforts of the Three Rivers Land Trust to contribute an additional \$75,000 prior to June 30, 2017."

The motion passed 3-0 and the order was signed.

The Selectmen set the required Public Hearing to be held on Tuesday, April 26th at 6:00 p.m.

B. Mass Gathering Permit: Mrs. Roux informed the Board that the Annual Patriots ride is set to occur on Sunday May 8, 2016. It is estimated that in excess of 500 people will stop at Iron Tails at the end

of that event. Motion by Ed Walsh, seconded by Bill Shields, to approve the permit. The motion passed 3-0.

- C. Iron Tails Saloon Liquor License Renewal:** Mrs. Roux noted that she started the background check process. The Board set the Public Hearing to be held on Tuesday, April 5th at 5:00 p.m.
 - D. LD1637 Survey:** The Board addressed the MMA Survey that asked: “Do you have any postal mail routes in your municipality that involve mail delivery over roads that are discontinued to town maintenance?” The Board determined that roads that are legally discontinued or abandoned do involve mail delivery. Mrs. Roux will contact the Post Office for more information regarding this survey.
 - E. 12 Town Letter:** Mrs. Roux explained that the letter addresses developing a community broadband committee which could potentially bring a high speed connection to the Town Hall at a reduced price. Board Members requested that Mike Corey attend the initial meeting of this group.
 - F. April Meetings:** Mrs. Roux noted that the business agenda for the April 5th meeting will be kept light so that the Board can conduct the Iron Tails liquor license Public Hearing and then attend the School Budget Hearing.
- 6. OTHER BUSINESS:** David Langley inquired about the sprinkler system of the Iron Tails facility. Ted Kryzak responded that the inspection of the sprinkler system is part of the liquor license process.
- 7. PUBLIC COMMENT:** Susan Chadbourne requested that the Board consider her offer to provide yoga classes to the Town’s staff and residents at the Town Hall. Her intent is to offer three classes per week: one afternoon, one morning and one evening. Mrs. Roux will review the legality of the request with MMA.
- 8. ANNOUCEMENTS:**
- A. Public Hearing / Planning Board:** In accordance with the Zoning Ordinance, the Acton Planning Board will hold a Public Hearing on Thursday, April 7th for the purpose of discussing a proposed amendment to the Ordinance relative to Resource Protection exceptions.
 - B. School Election Dates:** A Town Meeting will be held on Tuesday, April 5, 2016 at 7:00 p.m. to act upon the proposed 2016 / 2017 school budget at the Acton Elementary School. The School Budget Validation Referendum will be held on Tuesday, April 12, 2016 from 8:00 a.m. to 8:00 p.m. at the Acton Town Hall.
 - C. Change of Payroll/Warrant Due Dates:** time sheets and warrant items are due in the office on Mondays by noontime.
 - E. Nomination Papers:** Nomination papers for three positions, Selectman / Overseer of the Poor, the Northern District Road Commissioner and one School Committee Member, will be available on March 18th; completed papers are due in the Town Clerk’s Office no later than 4:00 p.m. April 29th with a minimum of twenty-five signatures and no more than one hundred signatures. Ted Kryzak’s, Scott Mooney’s, and Jeanette Bearse’s positions are expiring this year.
 - F. Budget Workshop Saturday, March 26:** Budget Workshops for Department Heads to present budget requests to the Board of Selectmen and the Warrant and Finance Committee has been scheduled for Saturday, March 26th beginning at 9:00 a.m.

9. ADJOURNMENT: Motion by Bill Shields, seconded by Ed Walsh, to adjourn the meeting at 5:58 p.m.
The motion passed 3-0.

10. MEMBERS PRESENT: Ted Kryzak, Ed Walsh, Bill Shields

11. OTHERS PRESENT: Jennifer Roux, Rich Smith, David Langley, Tom Cashin, Susan Chadbourne