

SELECTMEN'S MEETING

March 3, 2021

6:00pm

1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

Appreciation to William and Jacqueline Lotz –

Selectmen Kimberly Stacey-Horn announced that the Board wanted to show their appreciation to William and Jacqueline Lotz for their 40 plus years of service to the Town. Mr. James Driscoll featured Mr. William Lotz in a walk down memory lane presentation of Mr. Lotz's many years of service to the Town of Acton and the School Board. Mr. Driscoll recapped the great legacy that Mr. Lotz imprinted on the community. Mr. Driscoll ended by wishing Mr. Lotz and his wife Jacqueline well as they departed the Town of Acton to live in Saint Albans, Vermont.

Mr. Lotz approached the podium to thank Mr. Driscoll and the Board for his recognition of service. Mr. Lotz reiterated that he and his wife wanted to stay in Maine but housing deemed the relocation. Mr. Lotz noted he had great neighbors and friends and his time serving Acton was a great ride and he had a lot of fun.

Mr. Lotz commented that the Town Administrator could attest that he has been an election clerk at every election since 1980 which included some interesting experiences. Before counting machines were in place, Mr. Lotz recounted there were many evenings spent staying as late as 1 or 2 am counting ballots. Mr. Lotz further commented that despite what others say, the Town of Acton's elections are fair and honest and correct. There is no horsing around in the election process or in counting ballots. Thank you all!

The Board presented Mr. Lotz with flowers and a Certificate of Appreciation for him and Jacqueline.

2. TOWN ADMINISTRATOR WEEKLY UPDATE

- **Land Use Department** – The Code Enforcement Officer is now working full time for the Town of Acton. The Land Use Department asked the Board to support a schedule of walk in hours from 9:00 am to Noon and appointment hours from Noon to 4:00 pm when open; doors will remain unlocked. Thursdays will be adjusted to match open hours.
- **Rowe Bridge** – The Town Administrator spoke with Mr. Bean of M.A. Bean Associates regarding the work to be done on Rowe Bridge. Mr. Bean will come to the Town Hall on March 9, 2021 to review bridge files and inspect the bridge in order to propose costs for repair. When the Town Administrator reached out to Milton, she was asked to call back after next week as they are holding their elections next week. When the Town Administrator can, she will schedule a meeting of the Board of Selectmen, Milton, Road Commissioners, Road Committee and Mr. Bean.
- **Mooring/Doyles** – The Doyles reached out to the Town Administrator regarding mooring issues near their camp stating the time was coming near when residents will be placing their boats back on the water and that they were expecting the same issues as were had last year.

The Doyle's indicated via a telephone call with the Town Administrator that there was information in writing, which the Town Administrator has yet to see, that this was a Town

issue and that the Town was responsible to handle. The Doyle's further commented during that conversation that the Town was required to have the Harbor Master set up the moorings so that property owners were not blocked in. Note - The Doyles are not qualified to do a petition as the Board originally suggested the last time they met as they are not residents of the State.

Discussion ensued. The Board noted that there have been no other complaints or generated interest from area residents regarding this situation except for the Doyles. The State owns the water; the Board did not believe there was a need for them to intervene.

A suggestion was made by the Board for the Town Administrator to ask the Code Enforcement Officer if he had any thoughts on the subject, as he once worked for another water abutting community, before approaching legal. The Town Administrator will bring back CEO's opinion next week.

- **MMA Training** – The Town Administrator noted an email was sent out to the Road Commissioners regarding MMA Training: Local Roads – Stretching Your Budget during these Times via Zoom. A second email was sent regarding winter salt purchase through the State.
- **Hearing Notice** – The Town Administrator updated the Board that a Public Hearing Notice has been posted for Thursday, March 18, 2021 at 6 pm to discuss proposed amendments to the Town of Acton Zoning Ordinance relative to Timber Harvesting, Dock and Other Shoreland Construction, Construction of Storage Buildings and Short Term Rental Units.
- **York County Sherriff's Department** – The Town Administrator received the York County Sherriff Department's Notable Happenings and Call Reason Breakdown reports; these have been provided for the Board to review.
- **Town Meeting** – The Town Administrator reported back to the Board that she had reached out to the Fairgrounds regarding holding the Town's meeting there. The elections will be held Tuesday, June 8, 2021 and the Town meeting generally follows on Saturday. The Fairgrounds are not available Saturday, June 12, 2021 but are available Sunday, June 13, 2021 or the following Saturday, June 19, 2021. Legally the Town has 14 days after the elections to hold the Town meeting and thus the 19th will work.

The Town Administrator reminded the Board that this really needs to be scheduled as it will be a large undertaking to organize. Also, a consideration for the school needs to be reviewed. The school wants to hold their meeting in April but there is still no surety if this can be legally done; at this time the Executive Orders still only allow for 50 people inside. The School indicated that they might be able to put their items as a one ballot question. The Town Administrator will speak with the School's Superintendent and start setting up logistics for an open Town meeting.

The Board indicated that June 19, 2021 was their preferred date choice.

- **Recreation Committee Meeting** – The Town Administrator informed the Board that there will be a Recreation Committee meeting on Friday, March 12, 2021 at 5:30 pm.

- **Heating System** – The Town Administrator informed the Board that Luke Senecal looked over the Town Hall’s heating system and will propose repair/upgrade cost numbers by Friday, March 5, 2021 to be included in the budget.
- **Staff Training** – The Town Administrator has scheduled the AED/Fire Extinguisher Training for Staff on Thursday, March 11, 2021 at 2 pm; all staff will be required to attend.
- **Budget Meeting with Department Heads** – The Town Administrator reminded all that there was a budget meeting scheduled for Saturday, March 6, 2021 starting at 9 am for the Board of Selectmen to review budgets with Department Heads; Warrant & Finance was also scheduled to attend.

3. WARRANTS/BILLS - Signed

4. APPROVAL OF AGENDA

Selectmen Ed Walsh made a motion to approve the agenda; seconded by Selectmen David Winchell Jr. No discussion. All in favor.

5. MINUTES OF LAST MEETING

Selectmen Ed Walsh made a motion to approve the minutes for February 24, 2021; seconded by Selectmen David Winchell Jr. No discussion. All in favor.

6. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES

A. Warrant and Finance Draft Policy – The Town Administrator, at the direction of the Board’s Chair, put a written process in place with regards to “Town requests of information from Warrant & Finance” so that all involved would have a document to resource as a guideline. The draft of this document was read aloud for all to hear and the Board’s review.

Discussion ensued.

Mr. Dennis Long approached the podium to indicate to the Board that it was his understanding that simple things did not need to go through this process but could be handled individually.

Mr. Long also stated that during the Warrant & Finance meeting he informed his committee members that different liaisons could get information; all the members needed to do was ask and he as Chair would arrange through the Town Administrator. Mr. Long further informed his committee members that the Treasurer produced a monthly statement which was available for review.

The Town Administrator recapped that the idea behind this policy was that all committee members would get any information requested for the Warrant & Finance Committee’s use not just a few select members. This policy was a way of trying to be helpful.

Mr. Long kept repeating that he did not understand why the committee members couldn’t meet with Department Heads to gather information. Response was: The Board wanted all requests to come through them via the Town Administrator; the Department Head, Treasurer and Road

Commissioner's could then be scheduled to meet with the entire committee so all information can be related to all parties at one time.

The Town Administrator continued that history exists where these processes have not been followed and this policy is trying to alleviate one on one discussions between members and Department Heads whereas any information given is not making it back to the entire committee. By having the Treasurer, Road Commissioners and Department Heads address all in a public meeting, all will get to hear the same questions and answers.

Selectmen David Winchell Jr. agreed that he too wanted to see these meetings public. Selectmen David Winchell Jr. indicated the liaisons' job was to go to Department Heads, discuss and then bring back to the Board what transpired; this process again would solve the issue of not all Board members get information. Transparency is what the Board is trying to achieve.

Discussion ensued. The Town Administrator suggested the Board change the last paragraph of the policy to be brought back to the Board for review.

Heated words were then exchanged between Mr. Dennis Long and Selectmen David Winchell Jr. This exchange was prompted by Mr. Long as he started making derogatory and accusing statements about Selectmen David Winchell Jr.'s character and respect of others. Selectmen David Winchell Jr. tried to rebuttal but Mr. Long left the podium.

The budget meeting will continue as scheduled on Saturday morning; the Town Administrator recommended that the Warrant & Finance Committee propose their drafted questions so that responses could be heard by all.

The Town Administrator will have the policy's last paragraph removed and update verbiage.

Virginia Shea asked the Board's permission to approach the podium with comments regarding liaisons' and shortness of the budget season. Virginia Shea cited that January's meeting reviews semantics; the Department Heads are then busy crunching numbers as they are due in February; and then by April the budget season is over.

Virginia Shea further reiterated that if she were a Department Head, she would not want to have to dig around for historical or in depth information to answer complex questions but would be happy to respond to quick questions. Also, the Warrant & Finance should not expect quick turnarounds to those in depth questions and it is a waste of people time if information does not come back to the entire committee.

A recommendation was made to allow more time at the budget meeting for questions; allow Department Heads to stand up, be addressed by Warrant & Finance and be allotted time to answer questions.

Mr. David Winchell Sr. next approached the podium to comment that he believes that he is intentionally left off the Warrant & finance's meeting list because he did 90% of the work on Flat Ground Road and Mr. Long has had a problem with him ever since. Mr. David Winchell Sr. declared that Mr. Long keeps going to MMA and trying to change policies so that he can get all the power.

B. Capital Improvement Committee -

Selectmen Kimberly Stacey-Horn announced that the first Capital Improvement Committee meeting has been scheduled for Wednesday, March 17, 2021 at 4 pm; future meetings will be on Wednesdays from 4:30 to 5:30 pm.

7. OLD BUSINESS

A. Canal Bridge -

Selectmen Kimberly Stacey-Horn indicated she was concerned with the treatment of Canal Bridge when the new bridge is constructed. Selectmen Stacey-Horn asked the Town Administrator to set up a meeting with contractor to ask questions instead of depending on Wakefield. This is a historically protected bridge.

The Town Administrator will set up a meeting with Mr. Bean.

8. NEW BUSINESS

A. Corrective Deed -

The Town Administrator told the Board that they needed to sign a Corrective Deed for a deed that was released on 7/2/2012 but the release paperwork was not completed by the former Town representative. The Treasurer has now updated and produced a Corrective Deed for the Board to sign.

Selectmen Ed Walsh made a motion to sign the Corrective Quick Claim Deed for M/L 105-008 for Adam Marcinkiewicz; seconded by Selectmen David Winchell Jr. No discussion. All in favor.

B. Americans with Disabilities Resolution -

The Town Administrator presented to the Board an email sent to the Town Administrator from a resident asking the Board to review the information that was attached regarding Americans with Disabilities Resolution.

Discussion ensued. Selectmen Ed Walsh reminded all that the members of the Board take an Oath to uphold the rules of the State of Maine. This being said, Selectmen Walsh further commented that the Board is doing everything they possibly can to keep everyone safe. The Board will review and revisit next week.

C. Resignation -

The Town Administrator presented to the Board a resignation received from Mr. Frank Kunkel, effective immediately from the Planning Board due to a scheduling conflict derived from accepting a new position. Mr. Frank Kunkel was an Alternate Planning Board Member and this will now be an open position for which the Town Administrator will advertise.

Selectmen Ed Walsh made a motion to accept Mr. Frank Kunkel's Planning Board resignation with regret; seconded by Selectmen David Winchell Jr. No discussion. All in favor. The Board thanked Mr. Kunkel for his service.

9. PUBLIC COMMENT - None

10. ANNOUNCEMENTS - Located on the Website.

Moving forward, the Town Administrator will list and read out the announcements at each weekly meeting.

11. MEMBERS PRESENT

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

12. ATTENDANCE

Claire Bragg, Susan Meehan, Joseph Ruma, Yoli Gallagher, Wendy Langley, Christopher Langley, David Langley, William Langley, Dennis Long, Mike Long, Jim Driscoll, Adam Doliber, William Lotz, Virginia Shea, Joyce Bakshi, Robin Ham, David Winchell Sr., Kaitlain Long and Cheryl Drisko.

Selectmen Ed Walsh made a motion to adjourn at 7:16 pm; seconded by Selectmen David Winchell Jr. No discussion. All in favor.