

TOWN OF ACTON SELECTMEN'S MEETING
May 19, 2021
6:00pm

1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

2. TOWN ADMINISTRATOR WEEKLY UPDATE

- **Goat Hill** – The Town Administrator informed the Board that Carl Davis called to let everyone know that on Friday, May 21, 2021, the Goat Hill trail will be closed for tree maintenance.
- **Town Meeting/Governor's Executive Orders** – The Town Administrator updated the Board that the Governor lifted the mask mandate inside buildings for those who are fully vaccinated, effective May 24, 2021. With this new edict in place, the Town Administrator is seeking legal opinion on what is permitted for the Municipality. This change also opens the possibility to hold the Town meeting in the School versus the Fairgrounds. The Town Administrator laid all the information available regarding the pros and cons of both options, voting rights, no ability to turn people away, monitoring masks, logistics, etc., reminding the Board that the School may still require masks to be worn by all. Discussion ensued. The Board indicated they wanted to play it out for the next few days. The Town Administrator indicated that her preference was for the Board to select the School and even though the School's Superintendent sets the policies for the School, the Board can make their own executive decision on how to handle the mandates. The Town Administrator also reminded the Board that a decision was needed to be made tonight as the warrant needed to be signed tonight.

A motion was made by Selectmen Ed Walsh to hold the Town Meeting at the School based on the State's guidelines; seconded by David Winchell Jr. All in favor.

- **Spirit of America** – The Town Administrator encouraged the Board of Selectmen to consider and nominate a candidate to be put forward for the Spirit of America award.
- **Fuel Assistance** – York County community Action called the Town Hall to indicate they were still taking applications for fuel assistance until Thursday, July 15, 2021.
- **Water Test** – The Recreation Committee had a test done on the drinking water well at the Recreational fields. There was one item outside of the testing parameters; Iron was at 1.51. Selectmen David Winchell asked if the well had been treated. If not, treating it would probably bring that number into range as it has not been used for some time. The well was deemed safe to use.
- **Transfer Station Interviews** – Interviews for the Transfer Station open position will be conducted on Tuesday, May 25, 2021 starting at 9:30 am.
- **Fire Chief Email** – The Town Administrator received an email from the Fire Chief which she forwarded to the Board for review. The email informed the Board of a heavy metal event that he heard about and recommended that the Board reevaluate the Mass Gathering permit as it was outdated. The Board will review; if reworked, the permit parameters will need to either go to Special Town Meeting or be placed on next year's Town Meeting warrant.
- **Trash on 109** – The Town Administrator notified the Board that she had received several calls regarding trash strewn on 109 and requested permission to have the Town's Handyman be called to dispose of it. The Board agreed. On another note, the Town Administrator was also asked to permit same Handyman permission to clear trash from a local property whereas the

resident had a truckload of furniture dumped on her property, has backed the report up with a police report and is physically unable to personally remove. Again the Board agreed to permit disposal.

- **Recreation Committee Expenses** – The Recreation Committee Chair as scheduled, met with the Town Administrator and Treasurer to review expenses. There is a balance of \$5,065 to be rolled forward. There may be a few more expenditures, i.e., uniforms to be purchased leaving a final balance of \$3,000 - \$4,000. The committee is trying to stock up on what they need due to COVID.
- **Marijuana/Cannabis Zoom Meeting** – The Town Administrator relayed to the Board that a schedule came out from MMA listing a Zoom meeting/breakfast on the subject of Marijuana/Cannabis for which those on the Board who is interested can sign up and attend. The dates available are June 1st, mid-June and July. Selectmen Kimberly Stacey-Horn indicated she wanted signed up for all three; Selectmen David Winchell Jr. indicated he would think about it.

3. WARRANTS/BILLS – Signed.

4. APPROVAL OF AGENDA

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

5. MINUTES OF LAST MEETING

A motion was made by Selectmen Kimberly Stacey-Horn to approve the minutes for May 12, 2021; seconded by Selectmen David Winchell Jr. All in favor.

6. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES

A. Mary Grant Committee –

Mr. Daniel Krampetz, Chairman of Mary Grant, approached the Board to speak on several updates and/or requests:

- Clean up/painting – The committee is working diligently on the property to get it ready for the season;
- Yard Sale – The committee was seeking permission to hold a community yard sale on the Mary Grant premise. The committee would do all the work. The committee was wondering if they should charge for the tables or seek donations instead as this was a fundraiser for the Mary Grant. The Board agreed that \$5.00 was acceptable but they are also welcome to put out a donation jar; they might be surprised what they get.
- Town Meeting Concessions – In the past, there has been concessions at the Town Meeting. The Mary Grant would like to sign up and be considered as the group to host such a table as another fundraiser. Things to be served would be: Coffee, Tea, drinks, snacks, premade sandwiches, etc. All CDC guidelines would be followed. The Board agreed. The Town Administrator reminded Mr. Krampetz that the Maplestone insurance would need to be up to date and a copy submitted as well as volunteer's forms.

B. Warrant & Finance –

Mr. Dennis Long, Warrant & Finance Committee Chair approached the Board to discuss the money held by the Recreation Committee rolling over into a Capital Improvement account. Mr.

Long asked what article is on this year's warrant. The Town Administrator responded that there is not one on this year's warrant and they know that because there is no plan; this was last year's article only. Mr. Long stated his opinion that plans need to stay with the department because members continuously change. Discussion ensued about a plan. Consensus was that the Board should have a plan for getting an updated plan; develop some guidelines to be put into effect. Mr. Long indicated his point was there should be a list of items that carry forward year to year even when there is no plan.

7. OLD BUSINESS

A. Flat Ground Road – No update.

B. Thursday Evening Hours –

Presented last week by the Town Administrator and taken under consideration, the Board agreed to permit the Town Hall hours to be changed from 4 to 8pm on Thursday evenings to 3 – 7pm, effective June 3, 2021.

C. Policy - Road Commissioners; Re: Town Owned Property

The Town Administrator is still working on this policy and a draft will be forth coming.

D. Updated Warrant

As discussed during the Town Administrator's update, the Board needed to sign the warrant this evening after the Town Administrator updates the location based on tonight's motion made earlier.

8. NEW BUSINESS

A. Paving Bids - The following sealed bids were received:

<u>Company</u>	<u>Per Ton Laid</u>	<u>Hand Work</u>	<u>Curbing</u>	<u>Reclaiming/Ft²</u>
All States Material	\$71.40	\$155.00	\$250.00	\$0.20
Pike Industries	\$71.75	\$155.00	\$265.00	\$0.18
P & B Paving	\$79.97	\$150.00	\$ 15.00	\$2.25
Dayton Sand & Gravel	\$80.25	\$120.00	\$350.00	\$0.30

The current bid holder is Pike industries. The Road Commissioners will receive the bid data for review. This item will be on the agenda next week for decisions.

B. Electrical Permits -

On last week's agenda, the Board received a statement regarding electrical permitting from the Interim CEO Officer Mike Demers. The statement was read aloud and Selectmen David Winchell Jr. asked the item to be tabled until he could look further into some of his questions. That being done, the Board was ready to make a motion. Selectmen Kimberly Stacey-Horn read aloud the portion of statement pertinent to the motion.

A motion was made by Selectmen David Winchell Jr. to accept Electrical 2017 Code which does not issue electrical permits; seconded by Selectmen Ed Walsh. All in favor.

C. Mass Gathering Permits -

Vacationland Volkswagen submitted an application for a Mass Gathering permit for an event to be held Sunday, August 1, 2021 at the Acton Fairgrounds. The fee has been paid and both the

insurance and brochure have been submitted with the application.

A motion was made by Selectmen Ed Walsh to approve the Mass Gathering permit to Vacationland Volkswagen; seconded by Selectmen David Winchell Jr. All in favor.

Selectmen Ed Walsh commented that it was nice to see the Boy Scouts using the fairgrounds for one of their events this past weekend; their size did not require a mass gathering permit.

D. Full Time Fire/Paramedic Advertising -

Fire Chief Rick Smith sent a request to the Town Administrator to present to the Board seeking permission to advertise for a full time Paramedic. Chief Smith indicated that he understands he would not be able to hire anyone until July 1, 2021 and then only if the budget passes. His purpose was only to advertise for applicants to be at the ready. The Board indicated he had no issues.

E. Executive Session Personnel Matter 405 - 6- A.1

A motion was made by Selectmen Ed Walsh to go into Executive Session 405-6-A.1 Personnel Matter at 6:47 pm; seconded by Selectmen David Winchell Jr. All in favor.

A motion was made by Selectmen Ed Walsh to come out of Executive Session 405-6-A.1 Personnel Matter at 7:03 pm; seconded by Selectmen Kimberly Stacey-Horn. All in favor.

A motion was made by Selectmen David Winchell Jr. to increase the two full time Transfer Station employee's rates of pay from \$14.00/hour to \$16.00/hour; seconded by Selectmen Ed Walsh. All in favor.

The Board of Selectmen announced that after numerous interviews for a Code Enforcement Officer, one had been chosen. This person will not be named at this time out of respect for applicant to give notice to current employer. This applicant is officially an employee effective immediately. The final appointment will follow next week.

9. PUBLIC COMMENT - None

10. ANNOUNCEMENTS

- 05/20/2021 - Planning Board 6:00 pm
- 05/26/2021 - Board of Selectmen 6:00 pm

11. MEMBERS PRESENT

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

12. ATTENDANCE

Doug Clark, Greg Brown, Dennis Long, Dan Krampetz, Mike Long, Rollin Waterhouse, Adam Doliber, Will Langley, Katelyn Long and Cheryl Drisko