

## SELECTMEN'S MEETING

November 1, 2016

1. **APPROVAL OF AGENDA:** Moved by Bill Shields, seconded by Elise Miller, to accept the agenda as presented. The motion passed 3-0.
2. **APPROVAL OF MINUTES OF LAST MEETING:** Moved by Bill Shields, seconded by Elise Miller, to approve the minutes of the Board of Selectmen's Meeting of October 25, 2016 as written. The motion passed 3-0.
3. **DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES**

### A. Town Clerk:

**Elections:** Jennifer Roux reported to the Board that she scheduled additional hours for the Town Clerk's office to be open on Sunday, November 6, from 11:00 a.m. to 1:00 p.m. and Monday, November 7<sup>th</sup> from 10:00 a.m. until 12:00 noon. These hours are for the purpose of registering voters and updating the Voters List only, not for doing any other business nor for voting. She also announced that Thursday, November 2<sup>nd</sup> is the final day for absentee voting. Mrs. Roux explained that absentee ballots are only allowed after November 2<sup>nd</sup> if the voter meets one of the State's strict criteria as outlined by the Secretary of State.

Mrs. Roux announced that the polls are open in Acton on Tuesday, November 8<sup>th</sup> from 8:00 a.m. until 8:00 p.m.

**Neighbors Helping Neighbors:** Mrs. Roux reminded the Board that this project is meant to help families in need that might not qualify for help from other sources throughout the year but especially around the holidays. She stated that she has identified four families that could use this help this Thanksgiving and that she hopes the Neighbors Helping Neighbors account could purchase turkeys for these families and that other neighbors might want to donate non-perishable foods. She encouraged anyone who wishes to participate should bring in their donation to the Town Hall the week before the holiday.

### 4. OLD BUSINESS:

**A. Library Walkway:** Mrs. Roux reported that Fair Point moved the box and wires, Ken Paul installed the book drop and Tom Drummey returned to modify the stonework to eliminate the lip that resulted from installing the door. She thanked Drew Robbenhaar striping the parking area.

Mrs. Roux noted that Milton Fabrication has taken the necessary measurements to create the railings.

**B. Rear Stairs:** The stone at the landing has been laid and the banister will soon be finished.

**C. Romac Orchard Grant/Forest Funds:** Mrs. Roux notified the Board that she scheduled a workshop for Thursday, November 3<sup>rd</sup> at 4:00 p.m. with the Land Trust committee members, the Board members and the Town's attorney. The Chairman explained that he didn't believe anyone realized how involved the grant process would be.

### 5. NEW BUSINESS:

**A. Abatements:** The Chairman read the advisory from the Auditor regarding property held by Richard and Sharon Tetu: as a result of the review the building value was adjusted from \$18,323 to \$411 to reflect the removal of a structure prior to April 1, 2016 and the land value was adjusted from site level two to level one, \$39,968 to \$35, 968. Moved by Bill Shields, seconded by Elise Miller to

approve the requested abatement reducing the property value by \$21,912 and reducing the property tax \$256.51. The motion passed 3-0 and the document was signed by all three Selectmen.

- B. Metrocast Update:** Mrs. Roux distributed a notice from Metrocast notifying the Town that more channels were added and the price was raised.
- C. Warrant and Finance Committee Resignation:** Moved by Bill Shields, seconded by Elise Miller, to accept the resignation of Larissa Crockett from the Warrant and Finance Committee with regret. The motion passed 3-0. Mr. Shields expressed appreciation for Mrs. Crockett's involvement in Town.

Mrs. Roux read the section of the Warrant and Finance Committee Ordinance that pertains to vacancies on the Committee: *“The opening of a Committee position due to member resignation, or any reason other than term expiration, shall be filled in the following manner:*

*(1) If a standing member position is vacant; an alternate member elected with the same term expiration date shall assume the vacant standing member position for the remainder of the vacated term, thereby leaving an alternate member position vacant.*

*(2) If any member position is vacant and cannot be filled as described above, a temporary member shall be appointed by the Board of Selectmen, to serve until the next regular Town Meeting.*

Mrs. Roux said she will research whether Mr. Waterhouse's or Mr. Driscoll's committee member expiration date coincide with Mrs. Crockett's and will bring the information to the next meeting for consideration.

- D. Scams:** Mrs. Roux reminded everyone that various scams are becoming very common and requested that if someone observes something abnormal, to please contact the Sheriff's Department.
- E. Winter Coat Collection:** Mrs. Roux reported that the Girl Scouts requested to place a box in the Town Hall to collect children's coats, hats and mittens. Anyone that wishes to donate an item can just bring them in.
- F. Selectmen Workshop Hours w/ Town Administrator:** The Chairman announced that beginning Tuesday, November 15<sup>th</sup>, the Board of Selectmen will hold a workshop with the Town Administrator weekly at 4:00 p.m. before the regular meeting.

6. **PUBLIC COMMENT:** None

7. **ANNOUNCEMENTS:**

- A. Town Hall will be closed Friday, November 11<sup>th</sup> and Saturday, November 12<sup>th</sup> in observance of Veterans Day
- B. A.E.D. Training is scheduled for Wednesday, November 16<sup>th</sup>; the Town Hall will be closed 12:00 noon - 1:30 p.m.
- C. Town Hall Closed Thursday, November 24<sup>th</sup> and Friday, November 25<sup>th</sup> in observance of Thanksgiving
- D. 2017 Dog Licenses Now Available
- E. Old Sand/Salt Building Demolition
- F. Tree Lighting, Saturday December 3<sup>rd</sup>, 5:00 p.m.
- G. The Annual Crockfest - Chile/Chowder cookoff will be held Saturday, November 5<sup>th</sup> at 5:00 p.m.

8. **MEMBERS PRESENT:** Ed Walsh, Bill Shields, Elise Miller

9. **OTHERS PRESENT:** Jennifer Roux, William Williams