

**SELECTMEN'S MEETING
TOWN OF ACTON
October 15, 2015
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 from the meeting of October 1, 2015 as written. The motion passed 3-0.
3. **DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES**

Town Clerk/Office Manager

- A. **Fire/Rescue Ordinance:** Mrs. Roux reported that the final draft of the proposed Ordinance was submitted by the subcommittee and reviewed by Attorney Morin. His opinion was forwarded on October 13 with significant changes stating:

- Sub-section 5.1 is somewhat vague, preferring the original version;
- Article 6 provides for SOGs that are in conflict with the town's Departmental Personnel Policy;
- 6.2 and 6.3 should be amended to refer to the Departmental Personnel Policy.
- Sub-section 6.4 "if found stricter of the two" should read "in the event of any conflict";
- Article 7 is in conflict; creating a Commission to initiate hiring staff and make recommendations causes conflict.

Bill Catansye reviewed the Attorney's suggestions and reported that the sub-committee should meet to discuss the email. Tom Gore stated that the Warrant and Finance Committee plans to meet on Monday, October 19th to work on a recommendation. He felt that many of the Attorney's suggestions are in line with discussion that the Committee members have had. Mrs. Roux reminded the Committee that the Board of Selectmen is looking for a recommendation not suggestions.

Mrs. Roux reported that the application for the Medicare number has been submitted. Jennifer Escoto stated that there are still two more applications to process. Health and Human Resources will take about thirty days to finalize the application.

- B. **Memo from Treasurer - Re: Ambulance Association:** The memo stated that in reviewing that accounts of the Ambulance Association from the last calendar year, no issues with the bills and payables were found. The Treasurer also reviewed bank statements, grant funds, stock shares, and Higgins billing statements which were all complete. She stated that when the department is merged, services such as Fair Point, Central Maine Power and Champagne Propane, should be closed and the final invoices paid by the Association, and these accounts will be reopened as Town of Acton accounts.
- C. **Review Draft Warrant:** The Office Manager distributed copies of the draft warrant for the Special Town meeting scheduled for November 10th at 6:00 at the Acton Elementary School. She explained that the draft was long, thirteen pages, because of the necessity to provide complete text when new ordinances or changes to ordinances are considered.

- D. **Mousam Lake Region Association Letter:** The letter stated that on Friday, May 2, 2014, there was a meeting to discuss the need for the dam to be proactively managed and improve communication regarding any non-typical activity. Lake level fluctuations affect aquatic life with the lakes. Most of the Summer of 2014, the water level was satisfactory with only one concern, which was rectified after calls being placed. Increased rainfall in the late fall of 2014 raised the water level which was never addressed, however, minimal damage was sustained. The levels were consistent throughout the early Summer of 2015, however by Labor Day, the lake level was a concern. Many rumors ensued, communication was sporadic and there appears to be a non-urgency to correct the problems. It became apparent that something else was affecting the lake levels, which appears to be the requirements of operating the Water Treatment Plant in Sanford. Reports are that the Emery Dam inspection could not be completed. MLRA is requesting written assurance that the problems are addressed, that reliable information will be provided to dispel rumors, and that the City of Sanford consider implementing affective changes to the operation of dams on Mousam Lake and Square Pond.

Bill Shields noted that the dam is old and needs repair. Many of the suggestions that came out of the meeting, such as cutting foliage around the lake, didn't take place; the only proactive action was that an RFQ was generated for retaining a qualified engineer to . Mr. Shields is concerned that there is danger of flooding the area if something isn't done quickly. Ted Kryzak noted that there is \$18,000 reserved for repair to the dam.

Motion by Ed Walsh, seconded by Bill shields, to draft a letter to the Sanford Town Manager, Steve Buck and Maura Herlihey who is the Chairman of the Committee. The motion passed 3-0.

- E. **Veteran's Day Closure / Update Sign / OWLS Luncheon:** Consensus of Board Members was that the upcoming holiday schedule is as follows

- Veterans Day, Wednesday, November 11 – the Town Hall and Transfer Station will be closed
- Thanksgiving, Thursday and Friday, November 26 and 27 - the Town Hall will be closed
- Christmas, Thursday and Friday, December 24th and 25th - the Town Hall will be closed
- New Years, Thursday and Friday, December 31 and January 1 – the Town Hall will be closed

The actual holiday is paid for staff based on the Personnel Policy, however, the day after Thanksgiving, Christmas Eve and New Years Eve will be paid either as vacation or flex time.

The OWLS Luncheon on Veterans Day will still take place. Bill Shields will update the sign.

- F. **MMA Risk Management - FD Follow-up Letter / May 19 Visit:** Peter Smith has followed up with the requests of the letter.
- G. **Maps On-Line Androids/Tablets/IPhones - Trial Town:** Mrs. Roux reported that Cardiographics is using Acton as a test site for thirty to sixty days to work towards providing the map information on these devices.
- H. **2016 Dog Licenses:** The Town Clerk noted that dog licenses for 2016 are now available.
- I. **November 3, 2015 Election / Absentee Ballots:** Mrs. Roux stated that there are three state referendum questions on one ballot and that absentee ballots are available.

4. OLD BUSINESS:

5. NEW BUSINESS:

A. **Open Sand Bids:** The Office Manager reported that two bids for delivery or pick up of 3/8" winter sand were received:

- Gorham Sand and Gravel, Buxton, bid \$9.25 / yard delivered and \$5.45 / yard picked up.
- Spectrum Resources bid \$4.50 yard picked up or \$5.40 per yard delivered.

These bids will be considered at the next meeting after David Winchell and Scott Mooney has looked at the sand.

B. **Salt Bid Update:** David Winchell noted that he has a prices for the salt from Granite State for \$61.50 / ton. Purchasing the salt through the state consortium would cost \$65.97 / ton based on town usage of about 1200 ton being obligated for 75% of that figure. Previously, the town didn't have storage facility but Mr. Winchell expressed the opinion that is no longer a problem.

Motion by Ed Walsh, seconded by Bill Shields, to award the contract to Granite State for \$61.50 per ton delivered. The motion passed and the document signed by the Board.

C. **Southern Maine Veteran Check:** Jim Batchelder, representing the Southern Maine Veterans, thanked the Town of Acton for the donation of \$1,000 toward the memorial which for the first time will also feature the Merchant Marines because of increase donations.

D. **Sign Assessor's Return:** The County Assessment for the Town of Acton inhabitants and non-resident property tax is \$289,245.86, payable to Frank Wood, County Treasurer; payments made after October 31, 2015 will be considered delinquent and assessed a penalty of 7% interest compounded annually. Motion by Bill Shields, seconded by Ed Walsh, to sign the notice. The motion passed 3-0 and the document signed.

6. **OTHER BUSINESS:** David Winchell reported that the Salt / Sand Shed is progressing well. The trusses will be set tomorrow. Fine grading can be done as soon as the structure is secure. Steve Dumont is still projecting completion by the first week of November.

Mts. Roux stated that there has been some confusion in how the billing will be accomplished. She requested that the invoices be submitted to the town for review and sign off before going to the bank for payment.

7. ANNOUNCEMENTS:

- A. Planning Board Site Walk - Monday, October 19 @ 4:00pm
- B. Special Town Meeting - Tuesday, November 10 6:00pm @ School

8. **MEMBERS PRESENT:** Ted Kryzak, Ed Walsh, Bill Shields.

9. **OTHERS PRESENT:** Jen Roux, Peter Smith, Jen Escoto, Tom Gore, Bill Catansye, David Winchell, Richard Neal

10. **ADJOURNMENT:** Motion by Bill Shields, seconded by Ed Walsh, to adjourn the meeting at 6:02 p.m. The motion passed 3-0.