

TOWN OF ACTON SELECTMEN'S MEETING
October 20, 2021
6:00pm

1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

2. TOWN ADMINISTRATOR WEEKLY UPDATE

- **Swimming Lessons** – The Recreation Committee's swimming lesson session were so popular that they arranged for a second session. Resident cost: \$35/child. Forms can be picked up at the Town Offices.

The Town Administrator regarding the Recreation Committee put out a plea for people to become members. There are currently 3 active committee members who have very busy lives and schedules; some programs may not be able to continue through the fall if no more volunteers surface to become committee members.

- **Platinum Furnace Filters** – The Furnace contractor indicated to the Town Administrator that the filter cleaning process was easy to handle; a quarterly schedule is adequate. This duty will be added to the new handyman's duties.
- **Office Closures** – The Town Administrator informed the Board that Mr. Lynn Roberts passed away and services are to be held on Friday, October 22, 2021; permission was sought to close the Town Office for about an hour for staff to attend the service. Board agreed.

Secondly the State of Maine Motor Vehicle Certification training to be held on November 9, 2021 from 1 – 3pm in Alfred has been changed to a Zoom session; the Town Administrator requested permission to close the office during that time so that staff can concentrate on the training. The Board agreed.

- **Election Day** – This year's state elections will be held on November 2, 202; polls are open from 8 am – 8 pm. Absentee ballots are available. If anyone has any questions regarding the ballot questions they should ask at the town offices ahead of time as they cannot be discussed on Election Day.

3. WARRANTS/BILLS – Signed.

4. APPROVAL OF AGENDA

Selectmen Kimberly Stacey-Horn made a motion to approve the agenda; seconded by Selectmen Ed Walsh. No discussion. All in favor.

5. MINUTES OF LAST MEETING

Selectmen Kimberly Stacey-Horn made a motion to approve the October 13, 2021 minutes; seconded by Selectmen Ed Walsh. No discussion. All in favor.

6. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES

- **Will Langley, District 1 Road Commissioner** approached the Board to give an update on the shoulder paving work completed with Mr. Adam Doliber's help. Mr. Langley indicated that sand will be available the first week of November; 400 ton of salt has already been delivered and put in; due to increasing prices, it was great that price was decided upon in the Spring.

The Town Administrator reminded Mr. Langley he needed to resubmit his Town Report letter for inclusion; Mr. Langley thanked her for the reminder.

7. OLD BUSINESS

A. Article 43 – Lakeside -

An Article 43 application has been received from Lakeside Drive. The information was emailed to both the Road Committee and Select Board for review on the 15th; the Road Committee Chair is reach out to the Town Administrator to indicate that she was working on a meeting date. This is a place holder to remind the Board that is in the works.

B. Auditing Services –

The Town Administrator recapped for the Board that the auditing service contract which was done did in fact go out to bid March 2019. There were numerous bids solicited (Cummings, Lamont & McNamee; Smith & Associates; Joel F. Patterson & Associates; Purdy Powers & Co.; Runyon, Kerstein, Ouellette; Beaulieu & Co.; MacDonald Page & Co.; Mowry & Associates; Berry, Talbot, Royer; RHR Smith & Associates; run in the newspaper, and on the internet) and only 2 bids were returned. After review of those bids, it was recommended by both the School and Treasurer to remain with the current auditing company. The Town Administrator also confirmed that the contract price was good for up to 3 years and the contract had one more year remaining on it. If the Board wished, they could go out to bid this year or hold off for that extra year.

Discussion ensued noting that even though they have been with the same firm for 10 years, there have been five different auditor individuals who have done the work; that is changing auditors every two years. The Town Administrator also noted that Shapleigh went out to bid this past year and only received one bid returned. The Board agreed there was no reason to go out to bid this year.

8. NEW BUSINESS

A. Executive Session 405 6 A -1 -

Selectmen Kimberly Stacey-Horn made a motion to go into Executive Session pursuant of 405 6 A-1 personnel issue at 6:15 pm; seconded by Selectmen David Winchell Jr. No discussion. All in favor (Selectmen Ed Walsh abstained).

Selectmen Kimberly Stacey-Horn made a motion to come out of Executive Session pursuant of 405 6 A-1 personnel issue at 6:25 pm; seconded by Selectmen David Winchell Jr. No discussion. All in favor (Selectmen Ed Walsh abstained).

B. Executive Session 405 6 A -1 –

Selectmen Kimberly Stacey-Horn made a motion to go into Executive Session pursuant of 405 6 A-1 personnel issue at 6:26 pm; seconded by Selectmen David Winchell Jr. No discussion. All in favor (Selectmen Ed Walsh abstained).

Selectmen Kimberly Stacey-Horn made a motion to come out of Executive Session pursuant of 405 6 A-1 personnel issue at 7:01 pm; seconded by Selectmen David Winchell Jr. No discussion. All in favor (Selectmen Ed Walsh abstained).

Selectmen David Winchell Jr. recapped that the Board had been searching to fill the open Transfer Station Superintendent for about 1.5 months without much success. The Board determined it was necessary to combine positions and repost the opening as a 40 hour position; four applications were received. After all interviews were completed it was apparent that one candidate stood above the rest in experience at the Transfer Station. The Board was happy to announce the position was offered to Mr. Ed Walsh as the new Superintendent and Handyman.

Selectmen David Winchell Jr. made a motion to hire Ed Walsh as the new Transfer Station Superintendent and Handyman; seconded by Selectmen Kimberly Stacey-Horn. No discussion. All in favor (Selectmen Ed Walsh abstained).

Selectmen Ed Walsh asked to say a few words. The Board agreed. Selectmen Ed Walsh noted that he appreciated the due diligence of the other two Selectmen in conducting this position's hiring process; it was handled just like all positions for the Town were handled.

Selectmen Walsh continued in respect of fulfilling his new role, he felt that it was in the Town and his best interest to resign as Selectmen. So, as of November 5, 2021 in order to take on the Superintendent position, he will step down and no longer be a Selectmen. Selectmen Walsh continued that he would do his best to fulfill how Bob has run it and hopefully take it to the next level and keep it great for the residents; as for the handyman side of it, his experience comes from owning and maintaining many multi houses and rental properties.

The Town Administrator reminded the Board that they officially needed to accept Selectmen Ed Walsh's resignation effective on the date of November 5, 2021 so that the Clerk's Office can prepare for a special election to fill that position. Selectmen Ed Walsh will put his resignation on paper for it to be attached to his oath.

Selectmen David Winchell Jr. made a motion to accept Selectmen Ed Walsh's resignation from the Select Board, effective November 5, 2021; seconded by Selectmen Kimberly Stacey-Horn. No discussion. All in favor (Selectmen Ed Walsh abstained).

C. Abatements/Supplements –

The Town Administrator presented 2 abatements for the Board's approval.

- M/L 256-023 \$253.94 Abatement for homestead missed
- M/L 103-024 \$309.46 Abatement for building value adjustment

Selectmen Kimberly Stacey-Horn made a motion to approve two tax abatements as presented by the Town Administrator for M/L 256-023 and 103-024 totaling \$563.40; seconded by Selectmen Ed Walsh. No discussion. All in favor.

D. Pole Permit -

The Town Administrator updated the Board regarding the Pole Permit that was presented a few weeks back and suspected of having the wrong address tied to it; the address was wrong, the address was actually West Shore Drive as suspected. A new pole permit was presented to the Board to review.

Selectmen Ed Walsh made a motion to grant the pole permit to pole #15 on West Shore Drive; seconded by Selectmen Kimberly Stacey-Horn. No discussion. All in favor.

E. Resignation -

The Town Administrator presented Mr. Rollin Waterhouse's resignation from the Warrant & Finance Committee, Zoning Board of Appeals, and the Cemetery Committee.

Selectmen Ed Walsh made a motion to accept Mr. Rollin Waterhouse's resignation from the Warrant & Finance Committee, Zoning Board of Appeals and Cemetery Committee; seconded by Selectmen David Winchell Jr. No discussion. All in favor.

The Town Administrator will see that all openings are advertised.

F. West Shore Drive Signs -

The Town Administrator informed the Board that an email was received with a picture attached showing slanderous sayings being posted around town regarding the West Shore Drive culvert and Road Committee. The signs pop up routinely but then go away. However, the response was a concern. The Town Administrator, Road Committee, Road Commissioners and Selectmen Kimberly Stacey-Horn were all cc'd on the email and received a copy. The Town Administrator read the uncomplimentary email aloud. Discussion ensued. Selectmen David Winchell Jr. responded for the Board indicating that the West Shore Drive culvert project had nothing to do with the Board; this project is in the hands of the Road Committee and Road Commissioner. Selectmen David Winchell Jr. indicated he was staying out of it; the Board is moving on.

G. Boater Safety Classes –

The Town Administrator reported that she had been contacted by the Richard Jagger of the Mousam Lake Region Association regarding their upcoming boater safety class offerings to the public. Mr. Jagger asked the Board of Selectmen as a non-profit to waive the hall use fee for these classes. Each training class is expected to hold 25 participants and the Mousam Lake Region Association would like to sponsor as many Saturday classes as possible in 2022. Discussion ensued. The Board agreed to waive fees.

9. PUBLIC COMMENT – None.

10. ANNOUNCEMENTS

- 10/20/2021 - Board of Selectmen 6:00pm
- 10/21/2021 - Planning Board 6:00pm
- 10/25/2021 - Zoning Board of Appeals 6:00pm
- 10/27/2021 - Capital Improvement 4:30pm
- 10/27/2021 - Board of Selectmen 6:00pm

Following the reading of announcements, the Town Administrator informed the Board of Selectmen that the Shapleigh Town Administrator Karla Bergeron Wilcox had given notice and was leaving the employ of the Town of Shapleigh after 25 years of service to the Town. October 26, 2021 at 6 pm will be the last Selectmen's meeting for which she will be in attendance and the Town Administrator extended an invitation for the Town of Acton Selectmen to show up and wish her well as she has had roles in Acton and will be staying on as the Town's General Assistance contact. The Board asked the Town Administrator to come up with something to present as a congratulatory and thank you gift from the Town of Acton.

11. MEMBERS PRESENT

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

12. ATTENDANCE

Dennis Long, Tom McGurty, Adam Doliber, Will Langley, Robin Ham, Virginia Deboer and Cheryl Drisko.

Selectmen Kimberly Stacey-Horn made a motion to adjourn at 7:18 pm; seconded by Selectmen Ed Walsh. No discussion. All in favor.