

**TOWN OF ACTON SELECT BOARD MEETING**  
**August 2, 2023**  
**6:00pm**

**MINUTES – PENDING APPROVAL**

**1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE**

**Winchell, Jr. called the meeting to order.**

**2. WARRANTS/BILLS**

**Signed**

**3. APPROVAL OF AGENDA**

**Walsh made a motion to approve the agenda; seconded by McGurty. All in favor. Motion carried.**

**4. MINUTES OF LAST MEETING**

**Walsh made a motion to approve the minutes of July 25; seconded by McGurty. All in favor. Motion carried.**

**5. TOWN ADMINISTRATOR WEEKLY UPDATE**

Roux reviewed the monthly update from the Sheriff's Department: Notable events:

Proactive traffic details were set up in Acton at Acton Ridge, H Road, Route 109, Foxes Ridge, and in Shapleigh, at Ross Corner and Route 11. A grant was received for an additional detail.

Roux advised that she spoke with the Sheriff's Department about an interest in renewing the contract and indicated that Acton would like to see a budget. A budget will be provided for review within 2-3 weeks.

Roux advised the first round of interviews has been completed for the Deputy Clerk position, follow up interviews are scheduled for the top 3 candidates for Friday, August 2. Winchell, Jr. will be present for the follow-up interviews.

The Road Committee reached out to confirm a new Chair, Jay Ward. Ward and Cindy Hart would like to meet with Sebago Techs regarding the road assessments. McGurty confirmed that the Chair was invited, and the Road Commissioners should be invited. Roux will send an email to set up a meeting.

Roux announced a memo to go out regarding deadlines for the Town Report: September 7, 2023.

Roux made a request for vacation time and adjustment of hours for the week of August 21, 2023: Wednesday, 1pm-4pm; and Thursday, 10am-3pm. There will be a motor vehicle course on Wednesday morning, allowing staff to be available in the afternoon. This will be posted online and in the office.

McGurty advised of emails from the Chairman of the Dam Committee, Roland Legere. McGurty is trying to get an accounting of money paid to Sanford and has made three requests but hasn't heard back. What money are they holding? And is this being factored into request for new funds? Roux will follow up.

**6. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES**

None

## 7. LIAISON UPDATES

Norwood met with the Forester to discuss their role and scope of the committee.

Winchell, Jr. completed meetings with prior and potential Recreation Committee members.

McGurty announced the first roll-over of an investment will be completed on or around August 8.

Roux announced that Brad Morin reached back out regarding the solar agreement CD, indicating there was no escrow agreement and will be reviewing how to proceed. McGurty questioned if we don't have an agreement, can the Planning Board release the funds via Bond? Roux advised as the CD is coming due, we need to update it, so it doesn't automatically rollover.

## 8. OLD BUSINESS

### A. Transfer Station Trailers

Roux spoke with Robin Ham last week and requested pictures of the trailers for review. Ham produced photos for viewing. Sureway, Inc. is in Lebanon and Ham suggested this product.

Ham advised \$4700 is better quality and includes delivery. \$4500 delivered but not unloaded. The trailers will be up on railroad ties with rocks beneath the trailers.

McGurty questioned new trailers: Ham advised the new trailers have grease fixtures in hinges in doors.

Ham questioned what to do with the old plastic compactor. Winchell, Jr. asked if it was usable? Ham confirmed it has been unused for so long it would take approximately \$3000 to repair. McGurty confirmed current recycling practices. Ham advised that the town is not currently recycling. McGurty also questioned replacement cost verse repair. What would it cost to recycle plastic? If we repaired the machine, what would it cost to process the recycling? Walsh advised that you don't get much for recycling and if it is being disposed of it goes into the trash. McGurty requested to set time with Kelly and Robin to develop a plan of action.

**Walsh made a motion, per the Transfer Station Superintendent to go with Sureway, Incorporated for 2 used 40-foot-high containers, \$4500/unit, delivered; seconded by McGurty. All in favor. Signed.**

### B. District 1 Scope of Work

Langley presented District 1's Scope of Work which has been completed.

Nason Road and Goose Pond ditched and hot top.

Langley will provide scope of work to Roux for upcoming work.

Winchell, Jr. requested scope of work in advance prior work starting. McGurty questioned if any residents have presented anything to Langley to address? Langley advised grant work only involving a joint project with York County Soil and Water on H Road. Langley advised an agreement should be received next week regarding the grant project for H Road. The project needs to be completed by October to be eligible for the grant. This project is planned for September.

### C. Website Update

Daniel Krampetz advised the website is built and ready to go. The newsletter will start to go out weekly. On or about August 1, the Town went to go live, however the current host cannot get the domain name transferred: Actonmaine.org – the Town does not own the domain name, either the current vendor or host owns it: in this instance the vendor owns it currently. McGurty questioned if a new email system will be used. Krampetz advised it would be new: emails will be the same. McGurty also questioned if emails will pop up automatically/will there be a

town address book or global address book? Krampetz advised the town can create a directory for a local address book in the server.

## 9. NEW BUSINESS

### A. Article 43 Funds Request - Langley Shore Drive

Jay Ward, Road Association Chair, advised the committee met last Thursday and reviewed the resubmitted application for Article 43 money. The Committee approved the resubmitted application and would like the Select Board to approve the funds request for Langley Shore Drive.

Winchell, Jr. advised he watched the meeting and the applicant indicated that the scope of work was not changed, and information provided during the meeting was inaccurate. Ward confirmed that the scope of work has not changed. Winchell, Jr. advised the project was rejected due to the work proposed on private property. Ward advised this was done verbally. Winchell, Jr. advised this needs to be in writing on the proposed scope of work.

McGurty questioned the scope of work, indicating this is for raising the bed. Ward confirmed. McGurty suggested approval with a stipulation.

Winchell, Jr. questioned if Langley Shores has received funds for this section of road? Ward advised unknown at this time.

**Norwood made a motion to approve the Langley Shores Association work with a stipulation that the Pearson culvert and/or personal/private culverts are left untouched; seconded by Walsh. All in favor. Motion carried.**

Further discussion about the best way to oversee committee meetings occurred, with suggestions to handle discussions that cross beyond the scope of the committee. McGurty questioned if Ward has seen other town Article 43 applications. Ward advised that he has not. McGurty suggested Ward research other town Article 43 applications. Per McGurty, the Towns application is per attorney recommendation.

Cindy Hart advised many roads are not on lakes and should be looked at as well. She suggested making changes to local road ordinances. Winchell, Jr. questioned what types of changes. Hart indicated elevation and radius curves. Winchell, Jr. confirmed we can change road ordinances and make amendments and has made this suggestion in the past. Road ordinances were put in place for new roads, not existing roads.

### B. Executive Session 405 6 A.1. - Personnel Matter

**Norwood made a motion to go into Executive Session 405 6 A.1. – Personnel Matter; seconded by Walsh. All in favor. Motion carried.**

**Walsh made a motion to come out of Executvie Session 405 6 A.1. – Personnel Matter at 7:45pm; seconded by McGurty. All in favor. Motion carried.**

### C. Appointments

**Walsh made a motion to appoint to the Recreation Committee, for 1 Year Terms expiring June 30, 2024: Cayla Bleakney, Ian Heller, Jennifer Dahms, TJ Dahms, and Anne Saulnier; seconded by Norwood. All in favor. Motion carried.**

**Appointments signed.**

## 10. PUBLIC COMMENT

None

**11. PENDING**

N/A

**12. ANNOUNCEMENTS**

August 3, 2023	Planning Board Meeting 6:00pm
August 8, 2023	Mary Grant Committee (@ Preserve) 6:00pm
August 9, 2023	Select Board Meeting 6:00pm
August 16, 2023	Select Board Meeting 6:00pm
August 17, 2023	Planning Board 6:00pm
August 23, 2023	Select Board Meeting 6:00pm
August 30, 2023	Select Board Meeting 6:00pm

**Norwood made a motion to adjourn the meeting; seconded by Walsh. All in favor. Motion carried.**

**13. MEMBERS PRESENT: Jennifer Roux, Town Administrator; David Winchell, Jr., Thomas McGurty, Edward Walsh and Daniel Norwood, Select Board Members**

**14. ATTENDANCE: Will Langley, Joe Ruma, Dick Neal, Mike Corey, Robin Ham, Joyce Bakshi, Leslie Berlin, Cindy Hart, Richard Hart, Jay Ward**