

TOWN OF ACTON SELECT BOARD MEETING
February 21, 2024
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

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

4. MINUTES OF LAST MEETING

Tabled.

5. TOWN ADMINISTRATOR WEEKLY UPDATE

Roux sent an email to the Select Board advising of an advertisement for cleaning at the Town Hall. A potential issue is the cleaning must be done when the Town Hall is closed on Thursday mornings. Winchell, Jr. questioned if we would be sending the bid to specific companies: Roux confirmed we will send the bid to specific companies and start advertising the job.

The Town Report has been sent to the printers. Roux expressed thanks to Norwood for the updates made to the report. We expect to have a draft within 7-10 days, and to have the reports printed and in house by March 6-10.

Roux received an email from the Sheriff's Department regarding another traffic detail that was completed. It was scheduled for four hours but was cut down to three hours due to an emergency in town. The detail included five traffic stops: 5 summonses were issued:

- One on Milton mills,
- One on New Bridge Road, and
- Three on Route 109.

McGurty questioned if there has been any feedback from the community regarding the traffic details. Roux advised that she has not received any feedback.

After the Neighbor's Thanksgiving Dinner, many residents asked about the town hosting another dinner towards the end of winter. We will host another Neighbors Helping Neighbors Dinner on March 16.

The Primary Election is on March 5. Polls will be open from 8am-8pm.

The Public Hearing for the Flood Plain and Mooring Ordinance will be on March 6.

6. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES

Leslie Berlan: Warrant and Finance Committee

Warrant recommendations were done last night. There are three articles that the Warrant and Finance Committee will be reconsidering at the school: the first about foreclosure, which Roux forwarded information that the Committee needs; Fund Balances and Article 40: computer maintenance. Roux indicated that the computer maintenance was discussed at last week's meeting. This is a stipend position to maintain the website and newsletter for the town, at 10 hours per week.

Berlan also expressed thanks to the Board and Roux regarding the collaboration on this year's budget process, also making suggestions for in the future to host a round table workshop, to talk about the budgets more efficiently. Winchell, Jr. discussed past workshops like this. McGurty requested an email from Warrant and Finance with this suggestion.

7. LIAISON UPDATES

McGurty: Municipal Management / Warrant & Finance, APAT, Cemetery

McGurty did not attend the Warrant & Finance Committee meeting this week. He has been primarily working on reviewing the budget.

Walsh: Fire Department, Transfer Station, Lincoln School

Walsh met with Eco Maine regarding the trash rates and road up to Eco Maine with the Town Manager of North Berwick, who is the head of the Tower Committee for communications. The Tower Committee is interested in working with Acton to help with the tower and the building. Norwood questioned if this is what Wayne Ham was referring to previously. Walsh confirmed it is and suggested this is something the town pursues. Winchell, Jr. met with the owner of the property. Roux indicated they will need to work with legal counsel regarding this matter.

Norwood: School Department, Conservation / Forest, Mary Grant

Norwood completed a review of the Town Report and made some edits and suggestions. And participated in the public forum for the zoning articles and Planning Board Meeting.

Winchell: Roads & Road Committee, Recreation Committee

N/a

8. OLD BUSINESS

A. Warrant and Recommendations

Roux advised that it is recommended by Maine Municipal to include the full text for the ordinances in the Town Warrant. The Warrant then becomes part of the Town Report and is a permanent document for the town.

Skipping over the Flood Plain and Mooring Ordinance until after the public hearing, the Board will start at page 22.

Ordinance to change earth moving activity – the chart was not changed last year. This is a housekeeping item - tabled.

Article 9 -

9. NEW BUSINESS

A. Library Grant – moved ahead of “Old Business – Warrant and Recommendations”

Elise Miller: a grant program is investing in new and existing community anchor institutions, such as libraries and other gathering places, that enable workforce training for people most impacted by the digital divide. Granted through the Maine Connectivity Authority. Miller further discussed the opportunities available with the grant.

Miller has completed a letter of interest, which is due February 29. The next step is being invited to an interview, which then allows Miller to put in an official application for the grant. Miller indicated this is the early stage of the process: Miller advised that to proceed with the process, she would like to know that the town is willing to let the library use the available land to build on. The application will be due March 29. The library has outgrown its current space.

Winchell, Jr. confirmed that Miller is looking for something from the Select Board indicating that if the grant is awarded, the Select Board is on board with providing or allowing the use of property to put a new library on. Miller confirmed yes. McGurty then questioned if the library is looking at a lease agreement with the town. Miller advised the library is a 501©3 organization. The library currently uses the space with no lease agreement between the town and library and would consider a lease or a gift of the land to the library. Winchell, Jr. continued, the best thing to do would be for the town to own the building and lease the building to the library.

Miller also added that it is suggested in the letter of interest to include collaborative efforts, with other organizations/groups, in the grant request. Miller had previously mentioned, in the discussion of the teardown of the old gym, the library and rec department could have a combined space to host non-sports-related events.

Miller requested a letter of support from the Select Board. McGurty requested a draft of the letter of support to review. Miller will provide a letter of support for review and asked for a Select Board Liaison to move forward with the application process. Norwood indicated interest in a liaison position with the library.

Ray Lopez: Lopez expressed support for the library grant and questioned a projected cost for the future overhead cost of running the new library. McGurty indicated that these questions will need to be addressed to the library and not to the Select Board or town. Miller advised this is something she has thought about previously and will continue to review as the process moves forward.

B. Resignation

C. Freedom of Information

10. PUBLIC COMMENT

11. PENDING

A. Rec. Cancellation Policy

12. ANNOUNCEMENTS

On Website

13. MEMBERS PRESENT: David Winchell, Jr., Tom McGurty, Ed Walsh, Daniel Norwood, Jen Roux

14. ATTENDANCE: Leslie Berlan, Elise Miller, Ray Lopez, . . .