

TOWN OF ACTON SELECT BOARD MEETING

May 22, 2024

6:00pm

MINUTES

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 for May 22; seconded by Norwood. All in favor. Motion carried.

4. MINUTES OF LAST MEETING

Norwood made a motion to approve the minutes of the May 1st and May 8th; seconded by Walsh. All in favor. Motion carried.

5. TOWN ADMINISTRATOR WEEKLY UPDATE

Roux informed the Select Board of the following:

- A Fill-in Transfer Station Attendant position will be posted to replace the current staff member who will be leaving.
- Absentee ballots are now available until Thursday, June 6th.
- Comcast contract is still being reviewed by Attorney Brad Morin; review is expected to be completed by the first Select Board's meeting in June. Legal fees will be split with Shapleigh.
- The Assessor will be in town on May 29, 2024.
- A resident indicated there was drag racing happening on Acton Ridge Road on Friday and Saturday nights and inquired about Sherrif coverage. Discussion ensued regarding adding 4-hour blocks to the Sherrif's routine during the summer. Select Board agreed.
- Reminded that the Transfer Station will be closed on Monday, May 27, 2024 for Memorial Day.
- A review of Town versus Church property line and memorial area cleanup was held. An RFP will be developed to cleanup and improve the site, replacing ties, tree trimming, etc.; the Cemetery Committee will assist.
- The Town's landscaping is now being done by Seacoast Landscaping and Benard (who plants the flowers); Seacoast recently laid fresh mulch.
- Capital Project Updates:
 - CMP disconnected the power to the former gym building. This action causes the Dasco donated sign to temporarily not be lit. The oil tank will be moved this upcoming week and then a building demo date will be provided.
 - Walsh updated that the Transfer Station draft of preliminary plan was reviewed with Chris Taylor and an RFP is expected to be looked at for the work. The parking lot to be reviewed next.
 - Recreation Field update - Met with Sebago to plan next steps.

- A job posting has been created and listed on both Acton and Shapleigh's Town website with the approval of the Animal Control Officer. A fundraiser will be held on June 23, 2024 as Mr. Driscoll was an integral part of the Community and Town's history as he held many positions and performed many duties of service to the Town.

6. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES

n/a

7. LIAISON UPDATES

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

W&F - not meeting

APAT - A meeting to follow up with APAT regarding recording/videoing issues to be conducted on June 1, 2024.

Cemetery - No events until June

Municipal Management - Notice increase in cash balances; Roy to reconcile.

Walsh: Fire Department, Transfer Station, Lincoln School

Fire Department Open House event went very well.

Transfer Station plans reviewed. Starting June 2, 2024, the Transfer Station will be open on Sunday's through the summer.

Lincoln School still has broken windows. The handyman will be contacted tomorrow am for an update on fixing these windows or Walsh will fix himself.

Norwood: School Department, Conservation / Forest, Mary Grant

Met with a candidate interested in the Conservation/Forest Committee. Candidate wants to attend a meeting before committing.

Planning Board Site visit scheduled for June 10, 2024; attended meeting.

Enjoyed Fire House open house.

Winchell: Roads & Road Committee, Recreation Committee

n/a

8. OLD BUSINESS

n/a

9. NEW BUSINESS

A. Iron Tails Request

Martinez updated the Select Board of upcoming events and requested a mass gathering permit; fee is \$100 and insurance certificate is required.

Winchell motioned to grant a mass gathering permit to Iron Tails for Week of June 7th - 16th, including the 7th and 8th; July 15th, 22nd, 27th, Aug 2nd and 17th; seconded by Norwood. All in favor.

B. RHR Smith Audit Contract

McGurty motioned to approve contract for audit services in the amount of \$10,000 for the Year Ending June 30, 2024 as presented in May 10, 2024 engagement letter. Norwood seconded. All in favor, contract signed.

C. Cheers to You Liquor Request – Acton Fair

McGurty motioned to approve Cheers to You Liquor request during the Acton Fair from August 22 - 25, 2024. Winchell seconded. All in favor.

E. Mass Gathering Permit – The Maine Renaissance Faire (*Heard out of Order*)

Walsh motioned to approve the Renaissance Faire Mass Gathering permit for July 20th/21st and 27th/28th. Norwood seconded. All in favor.

D. Bubbles To Go, Inc Liquor Request – The Maine Renaissance Faire (*Heard out of order*)

Walsh motioned to approve the Bubble to Go Liquor request for the Renaissance Faire weekends of July 20th/21st and 27th/28th. Norwood seconded. All in favor.

F. Legislative Policy Committee Nomination

Selectmen Norwood is interested in being nominated to participate in the State Legislative Policy Committee for a 2-year term with the Select Board's approval.

McGurty motioned to nominate Daniel Norwood as a representative of the State Legislative Policy Committee. Winchell seconded. All in favor.

G. Sebego Professional Services – Rec

Sebago's basic design service for DEP storm water service at a \$6,750 fee was presented for the Recreation Field Gravel Parking Lot.

Walsh motioned to accept the design service from Sebago for the gravel parking lot for the Recreation Field. McGurty second. Discussion. Bakshi asked about site parameters set appropriately. Winchell responded. All in favor.

10. PUBLIC COMMENT - None

11. PENDING

n/a

12. ANNOUNCEMENTS

On Website

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

14. ATTENDANCE: Joyce Bakshi, Hope and John Denekamp, Greg Martinez, Iron Tails and Melaine Huard, Renaissance Faire representative