

TOWN OF ACTON SELECT BOARD MEETING

May 29, 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 McGurty. All in favor. Motion carried.

4. MINUTES OF LAST MEETING

Tabled.

5. TOWN ADMINISTRATOR WEEKLY UPDATE

Roux updated the Select Board of the following:

- Grant was received for the Fire Department's AEDs; ice gear check was also received.
- A notice was received from York County regarding a county-wide budget meeting on June 10, 2024 regarding county taxes.
- A list of expiring 6/30/2024 appointments was provided for review. Two ACO applicants were received; interviews to be held with Shapleigh.
- The prepared memorial grounds improvement bid ad for the area between Acton Town and Acton's Congregational Church was reviewed.

6. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES

Will Langley, Road Commissioner updated the Select Board

- All dirt roads were graded (i.e., Peacock, Flat Ground, etc.)
- Sweeping is done.
- Washouts by the dump area were cleaned up.
- Buzzel Road was paved Thursday prior to holiday
- West Shore Drive is due to be paved tentatively the second week in June.
- Street signs were fixed.
- The plan for Friday is to clean and wash up the bridges.
- Tree work/stumps are mostly done; need chipper for about 1 more week.

Samantha Singleton, Recreation Committee Director updated the Select Board that they are in the middle of their 2- week Cheer clinic; baseball, T-ball and coaches pitch groups are also happening.

7. LIAISON UPDATES

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

An engagement letter was received from RHR Smith for the audit for the coming year which the Select Board signed, returned and it was accepted. Next, received is a preliminary plan and timeline which will be shared with those who need to be included.

Jason Sevigny expressed interest to the Select Board about having an audit of all the zoning ordinances to be done by North Star. A proposal was submitted and reviewed; will be moved onto the Planning Board for review and input. The Select Board will then revisit the week after June elections with a 5-member board.

Purchases are typically stopped around this time of year to assist with a clean audit process. All invoices and expenses should be submitted by June 1, 2024. If you have any purchases to be made between June 1 and June 30, 2024, please advise Jennifer Roux so they can be brought to the Select Board. Only items not effected are Roads.

Walsh: Fire Department, Transfer Station, Lincoln School
n/a

Norwood: School Department, Conservation / Forest, Mary Grant
n/a

Winchell: Road & Road Committee, Recreation Committee

The Road Committee will wait for new members until they hold their next meeting.

8. OLD BUSINESS

9. NEW BUSINESS

A. Rec Director

The Rec Committee discussed the following at their last meeting and wanted to bring the Select Board up to date.

The Sea Dogs reached out offering discounted tickets to generate getting another group from Acton to attend one of their games. Game date is July 19th (fireworks night); Cost is \$10.00 per ticket and a link will be provided to purchase the tickets.

The Committee also discussed whether they would like to order the last two soccer nets needed as well as three of the six cheer mats needed and bring it to the Select Board for approval. Three quotes were received for 6' x 42' mats of \$3,427.94; net prices were not yet available.

Discussion ensued regarding the purchase and use of mats. The Select Board made the following recommendations:

- For the future, when a new activity is added, all costs be budgeted out and understood prior to starting that activity.
- If the school has now started their own program, the Rec. Dept. should partner and share the costs of the purchase of the six mats, whereas the Rec Committee purchase three and the School Dept. purchase three to be shared collaboratively.

Discussion of budget process and appropriations continued. Winchell asked the committee to come back to the next meeting with 3 quotes on the nets. The Select Board will also then have Roy's numbers and can act on the Recreation Committee's requests.

B. EMA Job Description

Roux presented a draft job description for the Select Board's review.

C. Blueberry Hill Lease

Ten-year property lease with Darlene Ham is expiring. Ms. Ham agreed to renew it for no more than 5 years. The attorney made changes based on upgrades. A copy given to the Select Board and Ms. Ham to review.

D. Executive Session M.R.S.A. 405 6 A – Personnel

Walsh made a motion to go into Executive Session 405 6 A 1 at 6:39 pm; seconded by McGurty. All in favor. Motion carried.

Walsh made a motion to come out of Executive Session 405 6 A 7:26 pm; seconded by McGurty. All in favor. Motion carried.

10. PUBLIC COMMENT

Hope Denekamp approached the Board to suggest that they consider honoring contemporary conflict Veterans when the Town's memorial site is rehabilitated. As this is a timely suggestion, Veteran Affairs or Springvale Veteran's will be contacted for guidance.

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: Hope Denekano, John Denekamp, Joe Ruma, William Langley, and Samantha Singelton