

TOWN OF ACTON SELECT BOARD MEETING

July 17, 2024

6:00pm

1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

2. WARRANTS/BILLS - Signed

3. APPROVAL OF AGENDA

Walsh made a motion to approve the agenda for July 17; seconded by Denekamp. All in favor. Motion carried.

4. MINUTES OF LAST MEETING

Denekamp made a motion to approve the minutes of July 10th meeting with one change to numbers; seconded by Walsh. All in favor. Motion carried.

5. TOWN ADMINISTRATOR WEEKLY UPDATE

- A. APAT Director position has been advertised and posted. Currently received 1 resume. Tom is liaison for interviews; closes on July 31st.
- B. Part-time Transfer position will be interviewed for on Tuesday of next week. Ed is liaison and will take part in the interviews with Robin Ham.
- C. It is time to think about the Town Report. Email to go out in August with September deadline. Asked the Board if they had any changes in mind and reminded them to think about the dedication.
- D. The parking lot will be discussed below in agenda under “Old Business” but the alarm system needs to be mentioned. There have been several alarm companies the town has used over the years, but the alarm and monitoring to the Gym building was turned off about seven or eight years ago. The minute the excavator hit the back of the building on Monday, the town hall’s alarms went off. Calls to ADT for the Town Administrator totaled about 4 hours off and on. ADT was not willing to come out and fix it because there was no contract on the building. It was very frustrating. The alarm was turned off about 5 pm. Tuesday, alarm started going off again due to open circuit and beeped about 6 hours. Again, after many calls for service was provided around 3 pm. Tuesday night partition 3 was showing trouble and calls began again. Customer Service is local (Portland) but you can’t communicate with them, you must use the call center. The Town Administrator recommends changing companies. Town Administrator scheduled one local company to come in on Friday and review. McGurty suggested the Town Administrator consider Seacoast Security who has a Shapleigh technician. The Town Administrator will pursue.
- E. The Sherriff’s Department contacted the Town Administrator because they were permitted two traffic details in June which they could not provide one due to an emergency. Asking if they should reschedule. The Board has gotten feedback that the residents like the extra details. Walsh agreed the missed one should be rescheduled. The Board agreed for maybe around Labor Day. The Board also wants to revisit their options in the future when contract is renewed.

6. LIASION UPDATE

McGurty: Municipal Finance, Warrant & Finance Committee, APAT

Warrant & Finance – Has not met yet.

APAT – Working on the open position.

Municipal Finance – Continuing to do some refinement through Marc Roy on fiscal year results which continue to be positive but not ready to release yet until confirmed. Spent time today with Marc Roy, Treasurer and Town Administrator to shore up some accounting procedures which went well. Trying to develop training in that area.

Walsh: Transfer Station, Mary Grant Committee, Animal Control Officer

Transfer Station – nothing new; rental of skid steer is in use. Robin Ham is working on specs for a new machine. McGurty suggested considering a low use, warranty attached, used machine when getting bids for replacement. Discussion ensued regarding service and service contracts. incident on Saturday is being addressed; nothing critical or crucial.

Mary Grant – met and are working on picnic event.

Animal Control – met with new ACO. All is well.

Denekamp: School Department, Planning Board/Land Use, Cemetery Committee

School Committee – nothing for now.

Planning Board – meeting on July 18, 2024

Cemetery Committee - there is a cleanup coming up on Sunday, July 21, 2024 from 10 to 1 pm on Goose Pond Road. Hoping to have people come out and volunteer. The committee is also considering an “Adopt a Cemetery” program whereas persons can volunteer to take care of a cemetery.

Town Administrator noted that the School Committee has hired a new Principal, and he will be brought before the Select Board soon for introductions in late August/early September.

Winchell Jr.: Roads & Road Committee, Municipal Grounds

Memorial Site – Working to get something signed for the church.

Municipal Grounds – Building is gone, and Curtis did a great job. The sign out front is not lit as it was tied to the building. To be discussed further on relighting.

Town Administrator reached out to company in Lebanon regarding Road Assessment and is awaiting a response. Until the Board gets with the DOT there will not be much more with the parking lot. The Transfer Station project is on hold until further notice.

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

n/a

8. **OLD BUSINESS**

A. Parking Lot

Discussion of next steps included patching the area that was disturbed for plowing and parking. Need to figure out if there will be a long-term major project for the area. After paving bids are reviewed Winchell will reach out to the winner of bid for costs to pave that area.

Discussion ensued regarding wire and whether needs to be dug out. Electrician will run new wire to sign.

McGurty suggested a landscape firm be contacted to improve the street scape. Town Administrator will set an invitation walk through date.

B. Blueberry Hill Contract

Town Administrator reviewed with the Board the contract changes.

McGurty made a motion to enter into a lease extension for the Blueberry Hill property at a monthly rate of \$500 for a period of 5 years, property owner is Darlene Ham; seconded by Walsh. All in favor. Motion carried.

The Town Administrator asked the Board to acknowledge signing under their own free will as the document was being notarized.

C. Maine DOT Offer

McGurty made a motion to accept a \$1,000 payment from the Department of Transportation for the State of Maine in consideration for them taking property associated with the expansion of Rt 109 next to the town's athletic fields; seconded by Walsh. All in favor. Motion carried.

Acknowledgement form was initialed by McGurty; the full Board signed.

9. **NEW BUSINESS**

A. Fire Department

Winchell indicated to the Fire Chief that they tried to go further with the power deal but nothing; the Fire Chief is working with EMA regarding securing a generator and updating the electrical.

Fire Chief, Wayne Ham approached the Board to announce that he had received a \$50,000 grant from the Steven and Tabitha King Foundation. To apply, there had to be a specific purpose as it was not an open grant. The Fire Chief applied for the SCBA Fill Station to replenish the SCBA bottles that go to the Airpack that is breathed from. The current fill station is very old (late 80's); it was given to the fire department around

2003. Chief Ham's recommendation is to purchase an Artic Air Compressor brand at \$49,228 installed using the grant money and the extended warranty at \$3,685 from the remainder of the grant money and utilizing the SCBA budget line for the remaining amount of \$2,300, bringing the total at \$52, 913.68.

Winchell made a motion to approve the Air Compressor for the Fire Department with the 5-year warranty at \$52, 913.68 with \$2,300 being pulled out of the Fire Department's compressor line and \$50,000 being spent from the grant; seconded by Walsh. All in favor. Motion carried.

B. Paving Bids

The Town Administrator opened the sealed paving bids.

Dayton

Asphalt/ton	\$ 98.00
Handiwork/ton	\$165.00
Curbing/linear feet	\$ 13.00
Reclaiming/sq. ft.	\$ 0.50

Allstate (dba Carroll)

Asphalt/ton	\$ 96.10
Handiwork/ton	\$218.00
Curbing/ton	\$ 3.20
Reclaiming/sq. ft.	\$ 0.36

Shaw Brothers

19.0mm HMA/ton	\$105.00
9.5mm HMA/ton	\$115.00
Hand Placed HMA/ton	\$200.00
Full Depth Reclamation	\$ 0.45
Bituminous Curb/ton	\$500.00
Butt Joints	\$ 25.00
Track Coat	\$ 12.00

Will Langley, Road Commissioner recommended Allstate.

McGurty made a motion to accept the F.R. Carroll/Allstate bid as recommended by the Road Commissioner for \$96.10; seconded by Walsh. All in favor. Motion carried.

10. PUBLIC COMMENT

Tom McGurty reminded the audience that when the Board goes into Executive Session that the cameras remain on and if anyone has any comments about the local government that the podium is available for those comments to be heard; further, discussions about staff should not be discussed.

Take conversations outside.

Joyce Bakshi asked the Board about the speed trailer on Goose Pond Road on whether the town owned it. Response was yes. Discussion ensued regarding moving it around. She was glad to see it.

11. PENDING

Public Hearing 07/24/2024 – Iron Tails
APAT Director Resumes Due 07/31/2024

12. MEMBERS PRESENT: David Winchell Jr., Tom McGurty, Ed Walsh, Jon Denekamp and Jennifer Roux. Daniel Norwood was absent.

13. ATTENDANCE: Charlie Emmerson, Allstate; Joe Ruma; Joyce Bakshi; Will Langley; Robin Ham and Wayne Ham.

Walsh made a motion to adjourn; seconded by Denekamp. All in favor. Motion carried.