

# TOWN OF ACTON SELECT BOARD MEETING

July 24, 2024

6:00pm

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

### **PUBLIC HEARING – IRON TAILS LIQUOR LICENSE RENEWAL**

The public hearing was opened by Winchell at 6:07 pm.

The Town Administrator reported that the Fire Chief went and inspected the facility and had no concerns; the Code Enforcement Officer also did not express any concerns; a report from the Sheriff's department call list was received and the Sheriff's Department had no concerns, and no emails were received from the public.

Greg Martinez approached the Board to thank them for their support. Mr. Martinez further commented that this upcoming weekend may pose some parking issues with two events occurring across from each other but that his staff will work to expedite parking and eliminate any issues. Mr. Martinez also informed the Board that he had instituted a new policy whereas if a customer was offered a ride home from staff or management and refused, the said customer was no longer permitted to come back to the establishment. This was instilled for the driver's safety as well as an effort to keep the community safe.

Winchell closed the public hearing at 6:09 pm.

## 2. WARRANTS/BILLS - Signed

## 3. APPROVAL OF AGENDA

**Norwood made a motion to approve the agenda for July 24; seconded by Walsh. All in favor. Motion carried.**

## 4. MINUTES OF LAST MEETING

**Walsh made a motion to approve the minutes of July 17,2024; seconded by Denekamp. All in favor. Motion carried.**

## 5. TOWN ADMINISTRATOR WEEKLY UPDATE

- A. Gorrill Palmer (the company that did the Lebanon road study) has been scheduled to come to the Board's August 7<sup>th</sup> meeting. The Town Administrator asked if she should invite the Road Committee to hear what they have to offer; the Board agreed.
- B. Charlie from Allstate after discussions last week, reached out to indicated he would have the bid by the end of the week and will be put on next week's agenda. Winchell indicated items to receive prices on are the area where the building was to patch in the area, take the hump out and paving everything from the library down. Discussion ensued regarding further development but still the need to do something because the area may stay vacant for a long time; Board wants to see where the numbers fall.

- C. The Clerk's Office will be audited by Motor Vehicles on August 13<sup>th</sup>; looking forward to it and strives to have inventories and policies are intact.
- D. Met with two different alarm companies: American Security and Seacoast Security. Both companies are working on proposals and feel they can overtake the current system. Just overtake monitoring, very little cost, fees sound lower for same service and local support; will get in writing and provide next week.

## 6. LIASION UPDATE

McGurty: Municipal Finance, Warrant & Finance Committee, APAT

- Warrant & Finance – not meeting; no warrants to review.
- APAT - open position; closing next Wednesday
- Municipal Finance – Auditor has scheduled a preliminary engagement meeting on July 30<sup>th</sup>.

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

- Transfer Station – interviewed three candidates: agenda item further down on agenda.

Attended the Tri-town Trash Consortium meeting; contract comes due next June. There are three companies that have sent numbers. Walsh is on subcommittee to review numbers and work with the companies; narrowed down to two which can handle volume. Trash is an issue and there is a lot of it; there is a lot coming from up north to Portland and another area which is working on expanding their permit in order to stay open for another 10 – 15 years.

- Animal Control – n/a
- Mary Grant – Picnic event on Saturday. Details are on the website.

Norwood: Fire Department, Recreation Committee, Conservation Forest Committee

- Fire Department – met with Chief Ham on Monday and had a very productive meeting; voiced some concerns about the department having things that they did not get an opportunity to talk about and will be brought up to the Select Board in the future.
- Recreation Committee – Had discussions with members not continuing and how the Select Board can support the committee and the recreation department in the future. Interviewed a member interested in being on the committee, will be recommended further down on the agenda.
- Conservation/Forest Committee – Interviewed an interested committee member, will be recommended further on agenda.

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

- School Department – Meetings will start in September.
- Planning Board/Land Use – Attended meeting last Thursday. Board is talking about a few new projects in town and associated site walks.

- Cemetery Committee – Attended meeting on Sunday on Goose Pond Road where there was a cemetery in question. Found evidence that it was a cemetery, so it became a cleanup; volunteers worked for several hours. Additional site to previous site.

Winchell Jr.: Roads & Road Committee, Municipal Grounds

- Road Committee – Jay Ward appreciated attendance and commented it was a good meeting.
- Municipal Grounds – already discussed under Town Administrator update. Trying to get prices; nothing has been decided yet.

## 7. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES

n/a

## 8. OLD BUSINESS

n/a

## 9. NEW BUSINESS

### A. Iron Tails Liquor License Renewal

**McGurty made a motion to approve liquor license for Iron Tails effective July 24, 2024; seconded by Norwood. All in favor. Motion carried.**

### B. Transfer Station

Robin Ham approached the Board to comment that he has been approached by people indicating that others are hauling brush from non-Acton property by an Acton resident to Acton Transfer Station. The board cannot go by hearsay; person would need to follow from a site outside of Acton to transfer station and then submit a complaint in writing. The Board recommended some strong signage depicting Acton only. Town Administrator will gather more information and follow up.

Regarding brush, Mr. Ham indicated that there is a need to go out to bid to remove the brush pile because it is out to the sand shed. Office will advertise and locate a few companies to solicit a bid.

Discussion ensued regarding covering expenses and combining costs with the Road Commissioner. Chipping bid will be worked on over the next few days.

Mr. Ham provided specs for the replacement of the Skid Steer for the bid. The bid will also ask about lease, used prices and warranties. The Town Administrator indicated the old Skid Steer is coming back, what is being done with it. There is a site where municipalities list items and this may be a route to take; the Town Administrator will look into that site.

Mr. Ham took in a load of electric motors and reaped \$1,052. Yesterday he took in two loads of crushed and cat food cans to Berwick and got \$420. His next load is 2 trailers loads of aluminum.

C. Appointments

**McGurty made a motion to appoint Catherine Johnson as a Recreation Committee Member until June 30, 3025; seconded by Norwood. All in favor. Motion carried.**

**McGurty made a motion to appoint Wayne Burgett as a Forest Conservation Committee Member until June 30, 3025; seconded by Norwood. All in favor. Motion carried.**

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

**Norwood made a motion to go into Executive Session M.R.S.A. 405 6 A – Personnel at 6:36 pm; seconded by Winchell. All in favor. Motion carried.**

**Norwood made a motion to come out of Executive Session M.R.S.A. 405 6 A – Personnel at 7:02 pm; seconded by Walsh. All in favor. Motion carried.**

E. Transfer Station Open Position

Walsh recapped that he and Robin Ham unanimously agreed on applicant A.

**Walsh made a motion to offer applicant A the Transfer Station part time position; seconded by Norwood. All in favor, Motion carried.**

Town Administrator will call all applicants tomorrow and offer the position to Applicant A. Mr. Ham indicated he wanted two individuals; the Board decided there was only one needed based on workload.

**10. PUBLIC COMMENT**

n/a

**11. PENDING**

APAT Director Resumes Due 07/31/2024

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

**13. ATTENDANCE:** Joe Ruma, Robin Ham and Greg Martinez of Iron Tails.

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