

TOWN OF ACTON SELECT BOARD MEETING

February 12, 2025

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 February 12, 2025; Norwood seconded. All in favor. Motion carried.

4. **MINUTES OF LAST MEETING**

Norwood made a motion to approve the minutes for February 5, 2025; Walsh seconded. All in favor. Motion carried.

5. **TOWN ADMINISTRATOR WEEKLY UPDATE**

- The federal government has increased the mileage rate from \$0.67 to \$0.70. Past practice gives us permission to change it as they change it; the town is currently at \$0.70.
- Sent an email out regarding the budget process and where we are at on the timeline so that the Select Board was all on the same page because there is a lot of work crammed in on a small timeline. On tonight's agenda is the Director of Technology, Animal Control, Cemetery and EMA, leaving for next week, the Forrester, Health Officer, Rec, General Assistance and Goat Hill plus there is a need to talk about Social Services. For Social Services there was a 350-page packet emailed with all combined requests and information put together for the Select Board.

The Town Administrator asked the Select Board if they wanted to print it out, use a spreadsheet, meet with any of the Social Services, have a comparison of what was received last year versus what was new? McGurty indicated he saw the list that totaled \$90,000 and was interested in knowing if all provided the required information requested; response was that those who did not were removed from the list. Discussion ensued regarding those on the list. On February 26th the Select Board will need to make some decisions and the Town Administrator wanted to know if the Select Board needed any prep work done.

Norwood indicated he wanted to know if there were any new requests, requests that doubled or increased significantly. Winchell indicated the only question he was going to have was about redoing Article 43 and whether the Lake Associations would be working with the Select Board with what they are doing. He'd like to talk with them on how they are getting along. Discussions with Jay Ward left Winchell to believe there was one Lake Association who thought it was too much work; the road committee is presently working on this item. The Select Board still needs to decide whether to move Article 43 forward or not. The Town Administrator indicated she would send the Select Board a list for the Select Board to reference and decide on which to communicate with before next week.

McGurty noted that the Select Board still needed to decide the overall compensation increase as well as look at the consolidated budget for the town to understand with what is reviewed, the Select Board does it all and what is the increases. Town Administrator responded that, that was what was going to be done on February 26th. Everything is plugged in at the 3½%, there needs to be a discussion about a contingency fund amount; it is going this year to the T/S for hauling. Some final decisions are needed to be made next week on the 26th with the thoughts of letting Warrant & Finance meet on March 3rd to review the entire budget as they should have everything by then. Warrant & Finance will then put their list of questions together that Wednesday, March 5th; then after having their questions answered, they can meet on March 10th to make their recommendations on the warrant articles.

- Mark Roy will be coming next Wednesday to work with the Treasurer for some one-on-one training. All the W9 1099 were done in January. Not expected at the Select Board meeting; all set on the fund balance policy and not ready to review capital plan yet.
- Hospice of Southern Maine is looking for volunteers in Acton and Shapley. They are willing to do some training for people in April and June to offer emotional support to patients and enable caregivers respite, provide companionship to patients in their final hours and assist with administrative projects.

6. LIASION UPDATE

McGurty: Municipal Finance, Warrant & Finance Committee, APAT

- Cash and Investments: The town is doing very well. The total in cash and investments stands at \$4,786,000. This is running a little ahead of where we started last year, so there are more than enough funds that the town has a little over \$2 million that was invested in treasuries. The last time there was a treasury rollover, it was only going to the new rate which was 4% and was found that the wisdom tree fund was actually earning 4½% or maybe more. That is the fund we use when we need money to cover bills and expenses; currently sitting at \$2.5 million dollars. Not sure where the town is on the projection on investment income, but it has been lowered because interest rates were going down; waiting to see where they go between now and the end of the year. The Town Administrator reminded all that the number that was released included in it everything that the voters have approved. This means, for all the road projects, the school money to be paid over the remaining weeks (a warrant is received from them) is not extra money, it's all the Town of Acton's money and a very large portion of it is spoken for. McGurty noted that by the end of the year that number will be down.
- McGurty noted that the Select Board has received a draft of the financial statements which he has reviewed and will call Mark Roy later this week to go over the questions he has. Once changes are made, with Mark's input, we can wrap this up and get it done. Along with the financial statements comes the management letter. This is a letter that the Auditors put together which basically describe any deficiencies or issues, improvements that can be made in the organization to improve internal control, financial management, accounting, etc. and there were no comments.

- Financials are not ready to be released, but McGurty gave one number that he thought was pretty solid and that was the Town's bottom line: \$805,000. This number is a surplus to the budget of \$805,000. There is a rationale for that and when released there will be a narrative to explain it. There was about \$275,000 in extra revenue reflected by extra building permits, tree growth, homestead went up, just different things that could not be predicted. On the expense side, there was about \$500,000 plus savings, half of which came from roads, which was a deferral of some projects and winter maintenance (roads were \$275,000 of the \$500,000).
- APAT – D. Krampetz will be on the agenda to discuss his budget.
- Attended a finance committee meeting; it was a good meeting which lasted about 1 hour to get through their work.

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

- Working quite a bit with the Transfer Station regarding Waste Management on numbers as they reached out a week ago to see if the town was still interested in, through the Tri County Group, to use their services. The group is somewhat disbanding as a lot of people are going to different places and those that are reaching out to us have numbers that are very good and we are working on right now to see if they are interested in hauling our product to Rochester themselves versus us finding a carrier that would haul it. They would do everything. The goal is to have real numbers by next week but is comfortable with the budget. Discussion ensued. The good thing about MSW is that they will take all the MSW and the demo. Whereas Eco Maine will take all the MSW but not all the demo. There will be no need to bid again as the numbers are already put together through the Tri County group (which we are still a member of) and the contract we have still goes to the end of the year. Walsh explained further what pricing was being obtained; discussion ensued.
- Mary Grant – no update.
- ACO – to be heard later on the agenda for budget presentation; both met with W & F Liaison prior to presentation.

Norwood: Fire Department, Recreation Committee, Conservation Forest Committee

- Had weekly check-in with the Rec Director:
 - The basketball season will be coming to a close soon and they will be having their closing ceremony in two parts (5th and 6th and one for the younger students). Currently working on rescheduling some games that were cancelled.
 - Tonight, the committee will be sending out a survey with questions that the committee has, especially on whether to continue with a baseball program. Please complete the survey as it will impact the decision-making process. The Rec Director has a meeting scheduled to meet with the Athletic Director in Sanford if the survey reveals Acton is not interested in a baseball program.
 - Also met with the Rec Director and W & F Liaison about the budget and is excited for tonight's presentation; Rec Director did an amazing job with the budget.
 - The next Rec Committee meeting is scheduled for February 17th.
- Conservation Forestry Committee – Attended their meeting last night where they introduced their newest member and finalized their budget.

- Last week, we met with the Forrester to discuss some changes in the budget numbers that will be discussed at next week's meeting.
- Reached out to the IT Director to update information on the committee page; wanted to give a shout out to Dan as it is already updated. Note, the link has been updated regarding the Comprehensive Plan.
- Fire Department – No updates.

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

- Attended the School Department's regular meeting last night. At that meeting, they gave some numbers regarding students in math and reading as their test scores have gone way up in the first half of the school year, which is good. Winchell noted this was good as he just saw an article indicating the overall mean was going down 10%. The IT Coordinator has given approval to apply for a \$265,000 grant with a 15% match (\$59,000) which will cover all the smart screens, Chrome books, firewall and upgrades wanted over the next 5 or 6 years could potentially be done all in one shot. During the budget process, the committee has wrapped up most of the negotiations for the collective bargaining agreement. There are still a couple of departments to finish up.
- Planning Board – No update.
- Cemetery – The Chair is here tonight to present her budget.

Winchell Jr.: Roads & Road Committee, Municipal Grounds

- Roads – Jay is out of town for a few days and Winchell plans on getting in touch with him when he returns regarding how Article 43 is going as the Board has received an Article 43 request. All indications are they are working on it and Winchell stated if they were working on it, he would put it forth to the Select Board to put some money into it.
- Municipal Grounds – Drove past the Rec Fields and there has been a lot of dirt added; he was pretty excited about how it was filled in.

7. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES

- Leslie Berlan, Warrant & Finance Committee Chair
 - Approached the Select Board and stated two copies of the budget were still needed. One for Joe and one for her.
 - She attended the School Department's meeting last night and wanted to review some things related to the contracts. The teacher contracts have been settled, and they are still working on the support staff. A brief synopsis of the changes are:
 - For the three-year contracts, the first-year salaries are going to go up 3½%; the second year is 3¾% and the last year is 4%.
 - With regards to the State mandated 1%; the school is picking up ½ and the staff is picking up the other ½%.
 - The teachers made a concession on their medical. The medical premium, which is currently 83%, will be reduced by 1% each year.
 - Warrant & Finance is tentatively scheduled to vote on the School's articles on March 6th unless there are some major changes. Revenues are supposed to be reviewed for the next week scheduled in 2 weeks.

- McGurty indicated he would like a sense of what the step increase costs were as a percentage of salary. Discussion ensued.
- Fire Chief Wayne Ham, Fire Department
 - Approached the Select Board to inquire if there were any questions for him based on last week's meeting.
 - Chief Ham recapped items he thought might have been missing from the first meeting. When he was appointed Fire chief in November of 2022, he had a meeting with the CIP Committee on capital improvements. Among the list of apparatus and the needs of the department and their associated costs, the equipment was noted for replacement in 25 years (moved to reserve status in 15 years), so that is where the numbers came from. The oldest vehicle the department has is the fire truck, this was what the grant was written for, it is 2003 and currently 22 years old. When engine 2 was bought in 2013, it allowed engine 1 to go into reserve status to expand its lifespan and get to the 25-year mark. The tank truck (Forestry 2) is also a 2003 at 22 years old, gotten through State Surplus at no cost to the town except its paint job. By applying for the grant, Chief Ham indicated he was trying to replace engine 1 at minimal costs to the taxpayers.
 - Relating back to the CIP meetings, the ambulance should have been asked for at that time because of the expected timeframe, however, now it will come with an expense because he was trying to get two functioning ambulances ready to respond at any moment.
 - The Town Administrator asked that this discussion be tabled until the new business could be gotten through and a decision was made regarding placement of the warrant in April or Referendum in June as the public was told this was not going to be on the agenda tonight. Chief Ham indicated he has not received all the requested pricing information as of yet.
 - Winchell indicated there was an issue with timing. They were just trying to have transparency with the costs. Discussion ensued regarding the process of getting numbers for budgeting purposes and then going out to bid. The Select Board asked the Fire Chief to take his spec sheet with all the add-ons and send it to the other companies to bid on it so that the Select Board can evaluate costs, review timing and figure out how to pay for it.

8. **OLD BUSINESS**

- Comcast Franchise Agreement

The Select Board received a synopsis from Brad Morin on the changes to the Comcast agreement plus a final revision of said agreement. The Select Board does need to have a public hearing on this but does not need to go to a town meeting vote. Comcast has requested a meeting with the Select Board to review; public hearing to be scheduled in March.

- **Fund Balance Policy**

Last week the Select Board received a draft of this policy written by Mark Roy. McGurty has reviewed said document and is in support of it. The new policy better explains why reserves are needed, contingencies and emergency expenses that could happen; it also recommended percentages of those amounts. McGurty expressed comments were welcome but when Mr. Roy came in with a capital budget, it would be the appropriate time to take this up because this policy really did dovetail with the capital budget. The Town Administrator noted that another thing this policy defined was when we plan on 3 to 5 months' worth of expenditures with what we have in the bank that we need to be including the school payments, and we had not done that in the past. He recommends 15 to 25 and right now we are 16.7. His experience with knowing what other towns are doing has been very helpful with putting the policy in context.

The Select Board will give Mr. Roy an opportunity to speak to the new fund balance policy and Capital Improvements before the new policy is adopted.

9. NEW BUSINESS.

- **April Warrant Article Vs June Referendum Questions**

The Town Administrator said that she needed the Select Board to make some decisions as to whether or not they wanted to put some of the warrant article to referendum in June. The following list was read aloud to receive a yay or nay:

- Municipal Car
- Ambulance – The Selectmen need to go out to bid before having a solid number to present on the referendum in June. Award contingent on town meeting approval.
- Continuation of Sheriff's 20-hour contract service – Referendum.
- Change from 2 Road Commissioners to one Road Commissioner – Position changes need to be made at the actual town meeting which is in June.
- Authorizing the Select Board to put snow plowing out to bid. This should be on the April warrant so that the Select Board can go out to bid and place the money for the snow plowing on the referendum in June.
- Transfer Station collection of fees was discussed and doesn't need to be on a warrant article or referendum; the Select Board can just set policy. They can solicit public opinion but then decide on policy. A possibility for June was requested by McGurty.

A resident asked for clarification about the difference of going out for numbers in both the snow plowing and the ambulance and then going to referendum with numbers attached. Response was that was what was being done; Winchell explained.

Further discussion ensued regarding the placement of numbers for the warrant/referendum. Town Administrator reminded that by March 1st the referendum questions need to be worked on.

- **Director of Technology Budget Presentation**

Dan Krampetz, Director of Technology approached the Select Board to present the following on the APAT budget:

- Proposed \$1,000 in minor equipment.

- This will primarily be wireless microphone drivers and receiver (~\$700). Use of wireless microphones will improve town meetings but can also be used for all other meetings held here. The audience listening will be able to hear meeting individuals better instead of us worrying about whether the microphone picks up all participants.
- The remainder of the funds will be used to replace camera SD cards.
- One area of uncertainty is town hall streams. What was projected is \$5,250 for the next fiscal year, as it is the amount that is charged every year.

Norwood indicated he appreciated the wireless microphone; Krampetz indicated he had a plan for the April town meeting as a test, but it will not be wireless microphones, but it will be better than it has been. Discussion ensued regarding the sound at the town meeting.

- ACO Budget Presentation

Brandon Mee, Animal Control Officer approached the Select Board to present the ACO budget.

- The Town Administrator reviewed all the administrative pieces of the budget. Salaries were 3½%; Social Security and Medicare are what they are based on that salary; Kennel fees are based on the population in Acton based on Animal Welfare which is a set amount based on the contract. Telephone increase is due to replacing the ACO cell phone. Mileage and tolls were cut to \$1,700. The only increase is Misc., which Mr. Mee will go over.
- Mr. Mee recapped that last year he had a budget of \$1,200 which covered shirts, sweatshirts, dog leashes, food, kennels, pellets, straw, etc., whatever he needed. This year, this line has increased to \$3,000. The reason for the increase is on top of the other things, he would like to purchase an Owen's box that goes into the back of the truck which has two kennels inside of it, which are insulated and has a drawer at the bottom of each for storage. The issue he is running into now is, when he picks up dogs, he has a plastic crate that sits on the backseat of his new truck and the dogs he puts in there defecate, get car sick or urinates; some even carry fleas, causing huge health issues. If the Town approves, he will go out for more bid pricing; but research has shown this is a pretty comparable price.

McGurty asked if this was going to be a shared item with Shapleigh and will they be paying for ½ of the item. Response was yes to it being shared, but no on cost as he put forth an item in the Shapleigh budget to compensate. That item was \$1,200 and was a kennel for his garage to house an animal until pick up, saving on transporting and shelter fees.

Acton would own the truck box, Shapleigh would own the kennel and both towns would have use of both. The Select Board offered to have his new truck cleaned up and restored with them paying the cost.

Norwood asked if the truck could be pulled into the garage to house an animal in the Owen's box in the garage instead of a kennel. Mr. Mee indicated he doesn't always have that available as he works on other vehicles in the garage and the kennel is off to the side and is currently a small cage. Not the method he'd like to go by.

Norwood asked about the \$1,200 part of the budget. It was explained that he had not been in the position long enough yet to fully understand what was needed (for example hangers for visiting homes) and that the clothing was only a minor part. At one time he even needed to buy pellets for a month to house a pig until it was determined what to do with it.

Winchell indicated he had no issues with the budget and he has heard a lot of good feedback on the job the ACO was doing.

Ms. Berlan stepped to the podium with no questions; she wanted to give her support for this purchase.

Mr. Ray Lopez approached the podium to inform the Select Board that he had a couple of large dog cages that he would be willing to donate to the town if the ACO could use them.

- Cemetery Budget Presentation

Ms. Amy Merrow approached the Select Board to present the Cemetery budget. Their request is for \$10,000 to cover regular maintenance of cemeteries, firefighter flags (the committee has enough American Flags as to not need to purchase them this year), holders, and the larger expenses are for trees they can't comfortably take down themselves and material supplies for repairs. A rough estimate breakdown was provided:

- Materials and supplies: currently the town owns a lawn mower and pruning sock, but the members bring their own tools and supplies. It would be nice to have a centrally located shed to house these things securely. Ms. Merrow indicated she had found a 6' x 8' wooden shed (a plastic one can be easily broken into) in their price range (\$2,500). Other items like buckets can be purchased at the Dollar Tree. Items like loppers, spades, shovels, wheelbarrows, trash cans and leaf blowers would be helpful as there is a lot of debris in the cemetery areas they work in. Pole saws, a saws-all, and a chainsaw (which they currently do not have) would be helpful to take down smaller trees and get rid of them.
- When asked where she would like to see the shed located, Ms. Merrow responded it was a discussion to be had with the Select Board as the committee would want it to be located centrally and not at anyone's house. Discussion ensued. Mary Grant was suggested. Also discussed was having a box trailer (~\$4,000) that could be hooked onto and moved from site to site and where to store it. The Select Board discussed increasing the amount by \$2500 to warrant a trailer. Or use the Cemetery Reserve Account for a one-time purchase. The budget will be readjusted and presented to the Warrant & Finance.
- Liability was next discussed regarding the use of power tools by the committee and volunteers. The Town Administrator will contact MMA to find out what the liability insurance covered. The Town Administrator suggested that the committee re-present after the liability information was confirmed on the use of power tools and what the Cemetery Reserve account can be used for (i.e., tree cutting) but Mark Roy is also trying to get some of these accounts spent down and dissolved.

- The cemeteries on the website project have been successful with updating all the cemetery locations.
- Warrant & Finance were invited to ask their questions:
 - Joyce Bakshi approached the Board to clarify the budget amount; the final budget would be \$13,000.
 - Lee Robator indicated the tool list was for generic tools and asked if the Town could also use them in different capacities? And, how much of it was needed for a specific group's use. Winchell explained that it's not good to have multiple groups using them as you would never know where the equipment was when needed. (I.e., roads buys their tools and equipment and it stays with roads). McGurty agreed that sharing of resources and services to economize (especially the school). Discussion ensued.
 - Steve Buyck asked where the tree removal was reflected in the budget. The response was the requested budget.
 - The Fire Chief indicated that if a trailer was going to be purchased, an MMA inquiry should be made regarding that item as well.
- EMA
 - COT Purchases

The COT purchase required three quotes which Mr. Caruso received from Byer of Maine, Surplus and Amazon. Mr. Caruso recommended Byer of Maine at \$97.90 as the company recommended by the County, was local and provided a better quality item at a discount; twenty four cots were to be purchased. Discussion ensued on how the number was determined and the budget amount allotted for the purchases; the total was \$2,549.60 for cots and \$250 for 50 blankets. Further discussion was held regarding this purchase, storage and what budget the funds were going to come from.

Norwood made a motion to go with Byer of Maine for 12 military cots at \$97.90 each. No second. Motion failed.

Fire Chief Ham approached the Select Board to indicate he had a concern related to the cots. Since he and Mr. Caruso have not had a chance to speak yet, he really did not know what the plan was. To him, it was his first time in twenty-six years where the Town was going to house somebody overnight using cots.

Response, no the school already is used as a shelter. Chief Ham inquired, but not overnight staying? Chief Ham continued that with overnight staying, he would have a concern with people sleeping in that building. It is a non-sprinkled building like all of Acton's building are and we have never gone down that road before nor talked about it.

There have been warming shelters and shelters during the day, but not overnight. If these cots are going to be used overnight then a more thorough discussion needs to be had on how that plan looks, how they are going to be set up, whether we can accept a Firewatch in place of

the fire protection system and how it will all work.

Mr. Caruso responded that the school has been designated as a Red Cross shelter for 20 years. When Mr. Caruso checked with the County, when a building is designated as a shelter and not a warming center, it is and can be used as a temporary emergency shelter that does not require a sprinkler system. Mr. Caruso continued that he also checked with the State's Fire Marshall on this item. The Fire Marshall, after verifying his response, gave a definitive answer that if a building (and in our case, a school) is designated as a temporary shelter for overnight (not talking about a warming center), a sprinkler system is not required to utilize it in that way.

When the Red Cross comes in, they bring their own cots for overnight, and the requested cots are just for the interim period until Red Cross arrives.

Discussion continued on why this was an issue with the Fire Chief when this is a service that the town never had, and the Select Board were thrilled to offer. And, that all resources need to come together to put people in a safe place; it's a town building, it's a town resource and it is there to support the residents of the town.

Winchell asked the Fire Chief and EMA Director to sit down and work out a plan.

Mr. Caruso indicated he was writing an EOP and that it is completely and directly tied into the ordinance that was already written and all departments (the fire department too, as it is a very important part) are welcome to give input on the draft of the plan because he did not assume to know others jobs.

Mr. Nulton approached the Board to comment that what has been seen in the recent past in California and the fact that there have been forest fires here in Maine, you need to go with them. Another example cited was the Patriot's Day storm

A resident commented that as a previous Selectmen, the use of a school was prohibited due to the sex offender laws. Discussion ensued, with schools closed during an emergency, that probably was no longer an issue.

The Town Administrator getting back to funding the cots indicated that Public Safety at the fiscal year end of June 30th had \$36,211 left over; which gives an idea of what can be again possibly left over this year.

McGurty made a motion to approve the purchase 24 cots from Byer of Maine at a cost of \$97.90 each plus shipping; Walsh seconded. Vote 4-1 (Norwood). Motion passed.

- Ordinance
Draft ordinance was written and submitted on January 7th establishing the Emergency Management Agency and the authorities associated with it. A recommendation was made to place it on the website to review and hold a public hearing. It was sent to the Select Board

first for their changes and will now go to the department heads for their review and changes. Mr. Caruso also asked that everyone get together, give their input and a final draft be done; this should also become a yearly process.

Norwood asked about the EMA committee. Mr. Caruso replied it is all of the department heads, and they would come together on a yearly basis to revise with changes or updates to the plan.

McGurty thought that the document was very well written and simply lays out roles, responsibilities and authority within the town. Norwood also indicated he was excited to see this develop and be put into place.

Denekamp asked for clarification on a violation for obstructing the ordinance. Mr. Caruso explained the purpose for the citation being listed was in case someone tried to deter an event (i.e., evacuation) and the work behind the determination of what it was and making sure it was consistent with other towns. This and many other areas of this document can be revised once the committee gets together, evaluates, makes recommendations and then decides on what will be put forth as the final document; public hearing will provide good feedback as it will be on April's town meeting. The goal is to get everyone to bring their questions to the public hearing, but Mr. Caruso wanted to get the Select Board's support as to whether they wanted to move forward or not.

Discussion ensued concerning the attendance of all department heads at a meeting and the public hearing.

- York County Disaster Mutual Aid Agreement
This document is the same document on file which has expired.

Winchell made a motion to sign the York County Disaster Mutual Aid Agreement for the County; Walsh seconded. All in favor. Motion passed.

- Budget Presentation
Mr. Caruso was available for the presentation of the EMA budget. The Town Administrator reviewed the salary information, and the hours would be falling between 7 to 10 hours per week based on where he sees it being after July 1st. So, it is budgeted for up to 10 hours with the current hourly rate time 3½%. Social Security and Medicaid are listed. Mileage is estimated on what has been turned in so far (50 miles per month times 12 months), then the \$5,000 in misc. which Mr. Caruso will explain.

This amount will primarily be used for Sheltering needs in the interim for Red Cross to appear and take over. Items would be food, water, and needs to take care of sheltering residents. An emergency fund to support evacuation, shelter, warming center, etc.

Discussion ensued regarding the budget: the items covered and the maintenance costs of the program (i.e., training). The Select Board is actively engaged on keeping an eye on the

program and the amount of expenditures.

Warrant & Finance were invited to ask their questions:

- Joyce Bakshi had no questions on the finances but on the last article and the importance of getting on the ordinance. The date of April will be put in as it is currently a generic document.
- Mr. Caruso thanked all those who had helped him initiate this program, especially his wife and the Town Administrator as Liaison to the Select Board. Next, he updated the Select Board on the following:
 - He graduated from training down at the County EMA with 14 others; training consisted of 3 7-hour sessions, and they are now certified as a Community Emergency Response Team
 - Last April storms produced a lot of clean up and there was an unfinished grant from FEMA for reimbursement for that work which he was able to secure with the assistance of Will Langley. The funds were obligated from FEMA to the State for those projects. Funds should be seen within two – three months (75% of \$72,000 in cleanup costs is the value of the grant and the State throws in 15% of the funds on top of that if done right). This gives the Town a reimbursement of \$69,582.88.
 - With the help of Jonathan Ross and Andy, there is now an agreement for a warming center at the school with a designated pet area. Per McGurty's suggestion, the Town of Acton will also be used as a warming center; the church is being considered too with Lee Robator and Mike Peevey as contacts. Mr. Ross also offered buses and vans for use if evacuation is needed.
 - Mr. Caruso indicated he received his first two volunteers (Bob and Ann Cibelli, Red Cross Volunteers) as of today.
 - A registry was created for people to ask for assistance during an emergency on the website and a link was created to the RAVE alert system (which has been instituted and is free for the residents to use) so that both systems are accurate and in sync.
 - An Emergency Management web page has been uploaded to the website thanks to the assistance of Dan Krampetz.
 - The Operations Plan is well underway and when that happens, all will sit down and discuss it.
 - The County is amazing in terms of the amount of training given for free including cert and shelter training.
 - The Town Administrator recapped that a workshop will be scheduled to review the ordinance and provide verbiage to it.
 - Lastly, Mr. Caruso asked about filing storage so that all documents could be kept in one place and accessible.

10. PENDING

- **DEP Notice**

11. PUBLIC COMMENT

- Mr. Nulton approached the Select Board to comment on the Fire Department salaries and that they should be looked at according to the availability of resources not as a broad spread across all departments. He was advocating for the Select Board to be competitive.
- Next Mr. Nulton stated on the ambulance itself, when it is discussed about a second or replacement, he believed the town should go for two grants because when he has gone for multiples, he was lucky to only get one. When looking at the town's aging population, it is a desert, he did not believe it would be long before the town would have to go to Dover, Biddeford or York for care.
- Mr. Michael Conway approached the Select Board to compliment the Code Enforcement Officer; he is extremely professional, to the point and factual. He continue to state his question for tonight was that the structure next to his house located at 2532 Milton Mills Road, which he believed to be 2572 Milton Mills Road, half of the building fell down (you can literally look into the building) and he knew the State of Maine had a law regarding dangerous buildings, but he was wondering who he could talk to on what the town can do, and if the town can do something. The Town Administrator responded that this property was being handled by legal and is being monitored for deterioration while in legal review. The Town Administrator will get Mr. Benjamin more of an update after she contacts the Code Enforcement Officer as he is working with legal to get this moving forward as quickly as possible.
- Dennis Long at the request of McGurty approached the Board to speak about the Warrant & Finance's discussions on employee's pay for the Fire Department and with the research he has done, the fire fighter's pay is quite a bit lower than what the state average is in Maine. These people do a lot of training, probably more than any profession, to maintain their licenses and certifications. His request from the Select Board was for them to give the firefighters more than the 3½% that was given to other employees in order to retain these trained individuals. Winchell noted that a step program was being considered that would increase those wages quite a bit. Fire Chief Ham spoke to the step increases being worked on by all which included longevity for full timers and salary increases. A discussion ensued regarding the struggles of this issue, the changes in salaries and numbers to present for budget as they are currently in the budget process.
- A resident who had to use the ambulance spoke in support of making the pay competitive enough to retain members.

12. **MEMBERS PRESENT** - David Winchell, Jr., Chair, Tom McGurty, Dan Norwood, Ed Walsh, Jon Denekamp and Jennifer Roux, Town Administrator.

13. **ATTENDANCE** – Will Langley, Joe Ruma, Amy Mellow, Jerry Nulton, Steve Buyck, Debra Caruso, Phil Caruso, Ray Lopez, Deb Lopez, Joyce Bakshi, Leslie Berlan, Brandon Mee, Dan Krampetz, Robin Ham, Dennis Long, Kassi Dobson, Wayne Ham, Lee Robator and Mike Conway.

Norwood made a motion to adjourn at 8:40 pm; Walsh seconded. All in favor. Motion carried.