

TOWN OF ACTON SELECT BOARD MEETING

March 23, 2022

6:00pm

1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

Tom McGurty is connected to the meeting by phone. He will listen to the meeting, but will be unable to vote on any issues.

2. WARRANTS/BILLS: Signed

3. APPROVAL OF AGENDA: Kimberly Stacy –Horn made a motion to approve the agenda. The motion was seconded by David Winchell, Jr. All in favor, motion carried 2-0.

4. MINUTES OF LAST MEETING: Kimberly Stacy –Horn made a motion to approve the minutes of the meeting of March 2, 2022. The motion was seconded by David Winchell, Jr. All in favor, motion carried 2-0.

5. TOWN ADMINSTRATOR WEEKLY UPDATE:

- The Budget workshops have been ongoing. The Code Office and the Planning Board have completed work on the Zoning Ordinances. Mr. Lenkowski reviewed the changes made.
- On April 4, 2022, a workshop will be held for the Warrant and Finance Committee and the Select Board Officials.
- On April 14, 2022, a York County Clerk Training will be held. The Select Board approved the office hours of 3p.m. to 5:30 p.m. for that date.
- An e-mail was received from the Town Librarian regarding a memorial gift given to the Library by the Family of Beatrice Roux. The Library Trustees would like to build a pergola to cover the picnic table and deflect the southern sun, the cost to be covered by the memorial donations. The Select Board agreed to this installation.
- The Acton School notified the Town Administrator that a Memorial Scholarship Fund has been started for any Acton student who continues with post graduation education to honor the Legacy of Joe Letourneau. Donations to this Scholarship Fund are appreciated.
- A virtual program regarding Bridges and Culverts is available to the Town at a \$25.00 cost. The program is open to any Select Board Members, Road Commissioners and anyone who would like to attend. It will be held April 5th, 6th, and 7th, in the Town Hall.
- The Audit RFP deadline will be March 30, 2022.
- The new motherboard from ADT was installed and all alarms were tested and are in good working order.
- The prospective Medical Director will be in attendance at the next Select Board Meeting. The contract was changed by the candidate to remove the clause regarding his participation as a Paramedic on call. He will not be attending calls as a Paramedic.
- An RFP was received from Goat Hill regarding work with 3 Rivers to create ADA Compliant Trails.
- On March 24, 2022, at 6:00 P.M., the Select Board will have a public hearing at the Acton Elementary School. The School Budget will be voted on April 26, 2022, at the Acton Town Hall, by Secret Referendum Ballot at the Acton Town Hall from 8 A.M. to 8 P.M.
- The notice of Nomination Papers for municipal offices has been posted to the newspaper. The deadline is April 15, 2022. The election of officers will be held on June 14, 2022.
- The Transfer Station Superintendent and Maintenance Person ad has been placed in the newspaper.
- The Recreation Department Position has been advertised in the newspaper.

- The ARPA Funds dispersment require a public hearing meeting before the Town Meeting. A public hearing has been scheduled for April 6, 2022, at 6:00 P.M. for a half hour before the Select Board regular meeting. The voters will be able to give input on ideas.
- The Neighbors Helping Neighbors Yard Sale will be held on Sunday, April 3, 2022, from 8:30 A.M. to 1:30 P.M. There will also be a Bake Sale.

6. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES:

Dennis Long reported that the Warrant and Finance Committee was in favor of

- A \$5.00 increase for the Fire Department
- A \$5.00 increase for the Road commissioners
- A Labor rate set at \$18.00 to \$22.00
- An Equipment Rate of \$4.00 to \$5.00

David Winchell Jr., explained the 7% raise increase logic and related the increase to flaggers, laborers, operators, and equipment operators and compared to the State rate. The Select Board is trying to attain a level of compensation that would allow a 3% wage increase yearly rather than huge jump increases. The Town is run like a business.

Will Langley reported that he picked up downed trees from the storm and completed the H Road guard rail.

7. OLD BUSINESS:

A. Medical Director Position:

The Medical Director will be attending the next Select Board Meeting.

B. RFP – Audit:

The invitations to bid letters are out and are to be returned by March 30, 2022.

C. Executive Session 405 6 - A -1: Kimberly Stacey–Horn made a motion to go into executive Session pursuant to 405 6-A-1. The motion was seconded by David Winchell, Jr. All in favor, motion carried, 2-0. Kimberly Stacey-Horn made a motion to come out of executive Session pursuant to 405 6-A-1. The motion was seconded by David Winchell Jr. All in favor, motion carried, 2-0. (Item C taken out of order)

D. RFP - Siding:

The invitation to bid will be ready to post. David Winchell, Jr, remarked that the Transfer Station could be used for Debris Removal. The last check payment would be held until the inspection is complete. The Town Administrator will adjust the Payment incentives piece.

E. Recreation Director Job Description:

The position has been advertised in the newspaper.

F. Budget Discussions:

The Warrant articles have been funded at 7% across the board. The Fire Chief is considered for a 7% increase, the other fire department positions have been considered for a \$2.50 increase, the Health Officer for a \$500.00 stipend. The Rec Department bathroom has been disregarded, but a \$1000.00 septic design allowance has been retained. \$40,000.00 has been set aside for the parking lot. In reserve, \$100,000 has been set aside for roads; \$200,000 has been set aside for West Shore Drive, and \$200,000.00 that has been set aside as a capital works/ capital improvements. The Social Services will be addressed at the next meeting.

8. NEW BUSINESS:

A. West Shore Drive Culvert:

William Langley reported on the engineers report from the Ransom Company. The initial Survey, design, and permits were detailed in a \$30, 000.00 bill with a payment breakdown. There will be a public hearing, with a mailing to abutters within 500 feet of the construction.

Kimberly Stacy –Horn made a motion to accept the Ransom Bid of \$30, 000. 00 total cost for survey, design and permits. The motion was seconded by David Winchell, Jr. All in favor, motion carried 2-0.

B. School Budget Warrant:

The Warrant and Finance Committee and the School Committee unanimously support the School articles as written.

Kimberly Stacey–Horn made a motion to accept the Special Town Meeting Warrant for April 26, 2022 at 8:00 A.M. to act on the 2022-2023 school budget. The motion was seconded by David Winchell, Jr. All in favor, motion carried 2-0.

9. PUBLIC COMMENT:

Ray Lopez voiced concerns regarding the fire department budget. He stated that he felt the fire Department budget was a critical matter and the Fire Department should be funded. David Winchell, Jr. Replied that the consideration in the budget was to get Acton to the state average. The Fire Department is well supported and the goal is to get everyone at an appropriate rate and compensate the Department well.

Dennis Long Wanted to clarify that \$100, 000.00 was coming from the capital reserve.

Ray Lopez questioned if there had been \$75,000.00 appropriated last year to demolish the old station and it was clarified that it was earmarked for the parking lot project.

10. ANNOUNCEMENTS: read by David Winchell, Jr.

Wednesday, March 23 Board of Selectmen 6:00 pm

Thursday, March 24 Board of Selectmen Public Hearing - Re: School Budget 5:00 pm (*@School*)

Thursday, March 24 Planning Board Meeting 6:00 pm

Saturday, March 26 Mary Grant Meeting (@Mary Grant) 3:00 pm

Monday, March 28 Warrant and Finance 6:00 pm

Tuesday March 29 Road Committee 6:00 pm

Wednesday, March 30 Capital Improvement Committee 4:30 pm

Wednesday, March 30 Board of Selectmen 6:00 pm

11. MEMBERS PRESENT: David Winchell, Kimberly Stacy-Horn.

12. ATTENDANCE: Will Langley, Dennis Long, Adam Doliber, Deb Lopez, Joyce Bakuki, Robin Ham.