

TOWN OF ACTON SELECT BOARD MEETING
June 14, 2023
6:00pm

MINUTES – APPROVED

1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

Select Board Member Tom McGurty called the meeting to order.

2. ELECTION OF CHAIR

After discussion, Select Board Member David Winchell, Jr., suggested an experienced Select Board Member as Chair.

Select Board Member Edward Walsh made motion to elect Select Board Member Winchell, Jr.; seconded by Select Board Member Daniel Norwood. All in favor. Motion Carried.

Select Board Members Walsh and Norwood thanked the town for coming out to the election and for their support.

Select Board Member Winchell, Jr. thanked Select Board Member Kimberly Stacey-Horn for her service with the town.

3. WARRANTS/BILLS - Signed

4. APPROVAL OF AGENDA

Select Board Member McGurty made a motion to approve the agenda; seconded by Select Board Member Walsh. All in favor. Motion carried.

5. MINUTES OF LAST MEETING

Select Board Member Winchell, Jr. made motion to approve May 17 and May 31 minutes; Select Board Member McGurty seconded approval of May 17 and May 31 minutes. All in favor. Motion Carried.

6. TOWN ADMINISTRATOR WEEKLY UPDATE

The Town Administrator provided a proposal for the Lincoln School Preservation Project from Mr. Richard Neal to review for a potential upcoming agenda item. McGurty wanted to confirm who is heading this project? The Historical Society? Or Mr. Richard Neal? The Town Administrator will confirm and advise.

Updates provided on Town Meeting participation for the last five years: the mailed flyer and posted signs were talked about around town. Approximately \$2600 was spent on signs, mailing and staffing. To be further discussed. McGurty advised an approximate 25% increase from last year. The Town Administrator confirmed registered voters are approximately 2300-2400 people.

The Town meeting and election results are in and to prepare for the upcoming year, the Select Board Members should start thinking about the Articles regarding purchases and make some plans to move forward and review the Warrant.

A reminder if you were elected to a committee, please come in to be sworn in. New Committee appointments become effective July 1st.

The Town has re-posted the Deputy Town Clerk position.

There is one Alternate Planning Board Member seat open.

The luncheon hosted in honor of Clair Bragg, the oldest town resident, went well. It is time to start thinking about who the next oldest resident in town is and passing along the Boston Cane. A presentation date will be announced with the Historical Society. This will be posted for two weeks.

7. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES

William Langley, Dist. 1 Road Commissioner

Mr. Langley pointed out that the water level at the pond by the campground is high and beavers have been removed. The culvert needs to be cleaned out and rocks will need to be moved.

Mr. Langley was contacted by the York County Sewer and Water Dist. to work on a project on H Road (rip wrap and plunge pools to catch water). York County Sewer and Water Dist. has received grant money and will match half the project funds with the town. Mr. Langley will develop a plan with the Water Dist. and provide it to the town for review and approval.

Dan Krampetz, Mary Grant Committee

Thanks to the support of the community and the Board of Select Members. The committee raised \$412 at the Town Meeting: the biggest fundraiser to date.

Dan announced the next event will be a community picnic on Saturday, July 15th. A flyer will be created and posted in the upcoming weeks.

The Town Administrator announced that through discussions with the Select Board Members at the last meeting, they would like department/committee heads to rotate through town meetings and provide quarterly updates. A schedule will be developed.

8. LIAISON ASSIGNMENTS

The Town Administrator provided a list of 12 assignments and would like each Select Board Member to select three. Town Treasury and Warrant & Finance have been combined into one.

David – Code Enforcement & Planning Board, Recreational Committee, Mary Grant Committee

Tom – Warrant & Finance and Treasury, Cemetery Committee, APAT

Edward – Fire Department, Transfer Station, Roads & Road Committee

Daniel – School, Conservation/Forest Committee, Capital Improvement

9. OLD BUSINESS

A. Renaissance Fair

Melanie addressed traffic concerns. Melanie contacted the Sheriff's department and hired two officers to assist with traffic and keep the road clear. The Acton Fair created new access to the gravel pit parking. 13th Street will have no parking signs. Saturday (opening day) will be the busiest day. The fair has plans to mitigate congestion in the road waiting to enter the parking lot. McGurty suggested a third lane to mitigate traffic waiting to enter the parking lot. Walsh suggested directing vehicles to alternate entering the parking lot.

Melanie advised of a new purchase in Springvale for land for a permanent site as early as 2024.

Board Member McGurty made motion to approve Mass Gathering Permit for the 2023 Renaissance Fair; seconded by Board Member Norwood. All in Favor. Motion Carried.

B. West Shore Drive

- Property Owner Agreement:

Agreement drawn up by the Town of Acton attorneys and property owners, pending signatures. Seven weeks approved for the property owners. The installation (requested) Labor Day to Columbus Day.

- Road Work:

Will Langley discussed proposed road work items needed for temporary road. Langley confirmed items needed and items not needed on proposal (to be adjusted and re-submitted for review). Winchell, Jr. will oversee the project to completion as prior Roads & Road Committee Liaison.

A draft Warrant Article will be completed next week to be reviewed and a Warrant & Finance Committee meeting will be scheduled for additional review and approval.

Questions from Joyce Bakshi regarding the temporary road use, boat ramp and pit. Addressed by Winchell, Jr.

McGurty advised that Shapleigh residents also need to be notified for boat use during this time. The Town Administrator advised a letter can be drafted and sent to the neighboring towns for notification.

Board Member McGurty made a motion to approve the West Shore Development, LLC. Property Owners Agreement; seconded by Board Member Walsh. All in Favor. Agreement signed.

C. Special Town Meeting Date

Discussion regarding a date for a Special Town Meeting. The Town Administrator questioned if the Warrant & Finance Committee Chair would like to hold a meeting prior to the next fiscal year. Denis Long agreed to hold a meeting prior to July 1. Suggested for Monday, June 26 to complete the Warrant.

The Town Administrator suggested Wednesday July 12 or July 19 for the Special Town Meeting.

Discussion ensued regarding the potential of not completing the Warrant in the first meeting. If no Warrant the next meeting would be hosted within 10 days.

The Special Town Meeting needs to be posted 7 days in advance.

Proposed date of the Special Town Meeting: July 12, 2023.

10. NEW BUSINESS

A. Re-Evaluation Status

McGurty advised that he has met with the Assessors to review the completed assessments and a letter will be sent out advising of the new valuations of property and buildings with the proposed new tax rate. The letter will also provide dates (June 26-29) for appointments at the Town Hall for residents to meet with the assessors to review the new assessments: by appointment only.

Susan Meehan addressed questions about taxes. The Town Administrator responded about the tax stabilization.

McGurty confirmed that a lot has changed with the valuation. Due to that, the tax rate is likely to go from 11.95 percent to 6.99 percent. Property valuations have about doubled and therefore tax rates should go down. The town has undesignated reserves to assist as a credit to reduce the tax burden. McGurty proposed the question, what

should the town do this year? A discussion should occur within the town to discuss how to use the undesignated fund balance.

After speaking with the assessor's office, McGurty announced a proposed estimated tax rate of 6.99 percent which will be listed in the assessor's letter with a proposed tax bill for the upcoming fiscal year. A decision regarding potential use of Undesignated Fund Balance to reduce the tax rate will be made before the rates are set in mid-August.

11. PUBLIC COMMENT

Susan Meehan questioned the status of the Town Report. The Town Administrator advised that the report is currently with the printer. The report was delayed due to the Town Audit by the auditor. Meehan presented a law that stated copies of the report need to be provided to the municipality 3 days prior to the town meeting. A copy of the law was provided for review.

12. PENDING

13. ANNOUNCEMENTS

June 15, 2023 Planning Board Site Walk - 4:30pm @ 111 Yeaton Lane (233-035)

June 15, 2023 Planning Board Site Walk - 5:00pm @ Nason Road (230-005-002)

June 15, 2023 Planning Board 6:00pm

June 21, 2023 Board of Selectmen 6:00pm

June 22, 2023 Road Committee Meeting 6:00pm

June 28, 2023 Board of Selectmen 6:00pm

14. MEMBERS PRESENT: David Winchell Jr., Tom McGurty, Daniel Norwood, Ed Walsh

15. ATTENDANCE: Lauren Norwood, Robin Ham, Joe Ruma, Susan Meehan, Nancy Ruma, Joyce Bakshi, Carol Long, Dennis Long

Select Board Member Walsh made a motion to adjourn; seconded by Select Board Member McGurty. All in favor. Motion carried.