

TOWN OF ACTON SELECT BOARD MEETING

January 18, 2023

6:00pm

Tom McGurty is absent.

1. **CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE**
2. **WARRANTS/BILLS: Signed**
3. **APPROVAL OF AGENDA: Kimberly Stacey-Horn made a motion to approve the agenda with the addition of the new land use fee schedule. David Winchell Jr., seconded the motion. All in favor, motion carried 2-0.**
4. **MINUTES OF LAST MEETING: Kimberly Stacey-Horn made a motion to approve the minutes of January 4, 2023. David Winchell Jr., seconded the motion. All in favor, motion carried 2-0.**
5. **TOWN ADMINISTRATOR WEEKLY UPDATES:**
 - **On February 7 and 8, 2023, the Town Hall will be closed until 12 noon due to election mandatory training.**
 - **The social service donation letters have been sent out outlining the information that the Warrant and Finance Committee requested.**
 - **Ted Clapp will no longer be able to work in the capacity of IT Provider. The IT representative from Sanford and the one from Shapleigh/Alfred came to the Town office to try to solve an IT problem. They will be evaluated and one will be chosen.**
 - **The Town Administrator spoke with Ron Smith from HRH Smith regarding the pending audit. He stated the audit will be ready in mid February.**
6. **DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES: None**
7. **LIAISON UPDATES: None**

Tom - Warrant & Finance Committee, Transfer Station, Fire Department, Capital Improvement

Kim - Recreational Committee, School, APAT, Cemetery Committee

David - Roads & Road Committee, Code Enforcement and Land Use, Mary Grant Committee, Conservation / Forest Committee

8. **OLD BUSINESS**

A. Facility Assessment R.F.P.: The presentation from Bureau VERITAS was held on January 11, 2023. The second RFP was from TRC in Scarborough. Even though the cost was more, the Select Board would like to meet with TRC to compare services with VERITAS. The Town Administrator will schedule a presentation for February 8, 2023.

Amended: B. Land Use Schedule: the new updated form for land use fees was reviewed and signed by the Select Board.

Kimberly Stacey-Horn made a motion to approve the new Land Use Fee schedule. David Winchell Jr., seconded the motion. All in favor, motion carried 2-0.

9. NEW BUSINESS

A. Engineering Services R.F.P: One RFP was received from Sebago Technics. The proposal will be reviewed by the Select Board. The presentation will be made in February.

B. Fire Department Grant: The Fire Chief reported to the Town Administrator that the department had received a Volunteer Fire Department Expenditure Grant that can be used for equipment purchases. The purchases will be reimbursed at a rate of 50%. The Chief had budgeted to purchase four radios, headsets, mics, and a pump at a cost of \$3438. The grant would reimburse \$1719. Tom McGurty, the Fire Department liaison, met with the Chief recently to discuss the purchase.

Kimberly Stacey-Horn made a motion to approve acceptance of the grant. David Winchell Jr., seconded the motion. All in favor, motion carried 2-0.

C. Pole Permit: Central Maine Power applied for permission to install a pole on the corner of Goding Road and Orchard Road.

Kimberly Stacey-Horn made a motion to approve the application for pole # 801000514032 from CMP. David Winchell Jr., seconded the motion. All in favor, motion carried 2-0.

D. Appointments:

The Select Board met with three candidates for the Planning Board.

David Winchell Jr. made a motion to accept the appointment of Ryan Gleason to the Planning Board from January 18, 2023 to June 30, 2024. Kimberly Stacey-Horn seconded the motion. All in favor, motion carried, 2-0.

Kimberly Stacey-Horn made a motion to accept the appointment of Chelsea Kenyon and Adam Brock as alternates for the Planning Board from January 18, 2023 to June 30 2023. David Winchell Jr., seconded the motion. All in favor, motion carried 2-0.

10. PUBLIC COMMENT:

Susan Meehan from Sam Page Road stated that three years ago the road was paved and a piece of granite that was atop the culvert was removed. She would like the piece of granite to be replaced as it was a buffer that diverted the water and sand from filling the culvert. The piece of granite was on Town property, was property of the Town, but she would like it returned. Will Langley stated that he would replace the granite in the spring.

Rollin Waterhouse asked when the new fire truck would be delivered. The Town Administrator stated the delivery is imminent within the month. The final check is ready and will be paid when the truck is delivered at the Station.

Will Langley reported that the culvert at Hawk Road and Route 109 needs to be replaced. The State will not have time to replace it, but would donate a steel culvert if the Town could install it if the Select Board would approve and give permission for the installation by Will Langley. The Select Board granted permission.

11. PENDING : No Updates

- A. Town Investment Policy
- B. Budget Management Policy
- C. West Shore Drive Culvert
- D. Website

12. ANNOUNCEMENTS

January 19, 2023 Planning Board 6:00pm

January 21, 2023 Mary Grant 2:00pm

January 23, 2023 Capital Improvement Committee 5:00pm

January 23, 2023 Conservation / Forest Committee 6:30pm

January 25, 2023 Select Board 6:00pm

January 28, 2023 Recreation Committee 9:00am

13. MEMBERS PRESENT: David Winchell Jr. and Kimberly Stacey -Horn

14. ATTENDANCE: Joyce Bakski, Dennis Long, Rollin Waterhouse, Susan Meehan, Joe Ruma, Will Langley, Robin Ham