

**SELECTMEN'S MEETING**  
**April 7, 2021**  
**6:00pm**

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

**2. TOWN ADMINISTRATOR WEEKLY UPDATE**

- **Open Positions** – The Town is currently advertising open positions for Code Enforcement Officer, Land Use Secretary and Transfer Station Attendant. The Town Administrator noted that the Transfer Station Attendant position has not received much interest. Advertising in the paper, social media and website.
- **Portland Glass** – Portland Glass Serviceman was in to measure all the windows; a quote should be in by the end of next week. Not sure if it will be part of the building maintenance project.
- **Nomination Papers** – The deadline for nomination papers is Friday, April 9, 2021; there are still a few out.
- **Iron Tail Liquor License** – There will be a public hearing on the Iron Tails Liquor license via Zoom on Thursday, April 8, 2021 at 6:30 pm. The Town Administrator has received the Sherriff's report and call logs. This item will be placed on the Selectmen's agenda for next week.
- **Fire Department** – The Fire Department has opened up a Sherriff Substation. This will give area Officers a place to go and do paperwork instead of going all the way back to Alfred.
- **Free Rabies Clinic** – The Kennebunk Shelter is hosting a free rabies clinic for dogs only on Saturday, April 24, 2021 from 9 am to Noon; dogs must be leashed.
- **Canal Bridge** – The Town Administrator forwarded to the Board an email received from M.A. Bean Associates, LLC regarding the letter of intent submitted. This letter was insufficient to lock in precast company as the Board is tied to the Town meeting vote before a firm commitment can be made. What the Board stated was all they could do.
- **Transfer Station Permits** – A resident contacted the Board of Selectmen to express that they felt the cost of a Transfer Station permit fee was double tapping. Discussion ensued. The permit is for guests of Acton residents who are renting properties. All residents have free access tied to their vehicle registrations. The landlords are welcome to build fee into their rental costs or manage the trash with their own permits. This system has been working for years and the Board is not opposed to keep it that way. Selectmen Kimberly Stacey-Horn will respond back to the resident.
- **York County Sherriff's Report** - The Sherriff's Monthly Update and notable happenings was received. The Town Administrator read aloud a few of the notable happenings.
- **Balch Bridge Report** – The Town Administrator emailed a copy of the Balch Bridge Report received to the Selectmen, Road Commissioners and Road Committee Chair.
- **Elections Public Hearing** – There will be a public hearing held on Monday, April 12, 2021 via Zoom. Both the Petitioner and School Committee members plan on being in attendance.
- **Absentee Ballots** – Absentee Ballots are available at the Town Hall.

**3. WARRANTS/BILLS - Signed**

**4. APPROVAL OF AGENDA**

**A motion was made by Selectmen Ed Walsh to approve the agenda; seconded by Selectmen David Winchell Jr. All in favor.**

5. **MINUTES OF LAST MEETING**

**A motion was made by Selectmen Kimberly Stacey-Horn to approve the minutes of March 31, 2021; seconded by Selectmen David Winchell Jr. All in favor.**

6. **DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES**

- Will Langley, District One Road Commissioner – Updated the Board of Selectmen that the road posting signs were being pulled tonight; the Town Administrator will advertise.

7. **OLD BUSINESS - None**

8. **NEW BUSINESS**

**A. COVID Clinic**

May 25, 2021 the Fire Department will be hosting a COVID vaccine event. The single dose Johnson & Johnson vaccine will be administered. The Town Administrator will post on the Town's website.

**B. Guzman Presentation / Transfer Station**

The Town Administrator introduced Mr. Scott Guzman of Diggers Cooperative who appeared before the Board to present a proposal to set up a food transformation area at the Town's Transfer Station. The Town Administrator also informed the Board that Mr. Guzman had provided his proposal and spoke with the Transfer Station Superintendent. The Superintendent noted he support efforts but had a lot of questions before consideration and proceeding. Mr. Guzman was here tonight as the grant to be applied for had a deadline of April 29, 2021.

Mr. Scott Guzman presented to the Board the details of the \$40,000 / 25% match grant, explained the food waste transformation process, set up details , benefits to the residents and his vision for managing; utilizing the Transfer Station as a collection site. Mr. Guzman noted he acquired the liability insurance the Town requires. As a side note, Mr. Guzman stressed that he had a conversation with the DEP, this was a DEP grant and the DEP was willing to work on this project with him.

The Board of Selectmen asked for Mr. Guzman's Business Plan. The Town Administrator recapped that Mr. Guzman and the Transfer Station Superintendent plan on meeting again this upcoming week; the Board Liaison will follow up with the Transfer Station Superintendent, and it should be reviewed whether there are any conflicts due to the fact that this is a "for profit" business and Town property

**C. Pole Permit**

The Town Administrator presented a CMP pole permit on Orchard Road for the Board to review and approve.

**A motion was made by Selectmen Ed Walsh to approve the CMP pole permit; seconded by Selectmen David Winchell Jr. All in favor.**

**D. Memo from Sheriff King**

The Town Administrator recapped a memo received from Sherriff King regarding York County staffing challenges, request for Town's flexibility if an Officer is pulled for other duties, and insurance that the Town will not be charge for time if Officer is pulled.

Deputy Sevigny spoke with the Town Administrator and noted that never had to be redeployed from Acton and Acton shifts are fully staffed.

This adjustment should have no ill affect on Acton or Shapleigh.

**E. M.R.S.A. 405 6 A - 1 Personnel Matter**

**A motion was made by Selectmen David Winchell Jr. to go into Executive Session pursuant of MRSA 405 6 A-1 Personnel Matter at 6:35 pm; seconded by Selectmen Ed Walsh. All in favor.**

**A motion was made by Selectmen David Winchell Jr. to come out of Executive Session pursuant of MRSA 405 6 A-1 Personnel Matter at 7:23 pm; seconded by Selectmen Ed Walsh. All in favor.**

After the Executive Session the Board made a decision to raise the rate of the Deputy Town Clerk and Town Administrator Assistant by \$1.00 per hour.

**A motion was made by Selectmen David Winchell Jr. to raise the Deputy Town Clerk from \$16.00 per hour to \$17.00 per hour and the Town Administrator’s Assistant from \$17.00 per hour to \$18.00 per hour; seconded by Selectmen Ed Walsh. All in favor.**

Kimberly Stacey-Horn noted the starting pay for the new Land Use Secretary will be posted as \$17 - \$18 per hour. Selectmen David Winchell Jr. indicated that these adjustments were considered and made as minimum wage is climbing and staff rates weren’t increasing fast enough to compete; there has been extra work placed on staff to cover openings and this will be a surprise as staff is not aware of this increase until now but they are both definitely worth it.

**9. PUBLIC COMMENT**

**Dennis Long –**

Mr. Long approached the Board to remind them that they should keep their eye on the website “What’s Up in Acton” as there are good featured items regarding residents, local programs and notable achievements. Mr. Long noted that Mr. Harold Smith did a big fire presentation with the kids which was impressive and his granddaughter was featured; pictures were included.

Selectmen Ed Walsh commented on training for firefighters and applauded the kids for their participation; noting that Harold does run a great program.

**10. ANNOUNCEMENTS – Read aloud by Selectmen Ed Walsh**

04/08	Iron Tails Liquor Renewal Public Hearing / Zoom	6:30pm
04/12	Public Hearing for 04/27 Election	6:00pm
04/13	ZBA (in-person meeting)	5:00pm
04/14	Capital Improvement Committee	4:30pm
04/14	Board of Selectmen	6:00pm
04/15	Planning Board Meeting & Proposed Zoning Ordinances Public Hearing / Zoom	6:00pm
04/16	Recreational Committee	5:30pm
04/19	Warrant and Finance	6:00pm

04/20	Marijuana Committee	6:00pm
04/21	Board of Selectmen	6:00pm
04/28	Board of Selectmen	6:00pm

**11. MEMBERS PRESENT**

Selectmen Kimberly Stacey-Horn, Selectmen Ed Walsh, Selectmen David Winchell Jr. and Town Administrator Jennifer Roux.

**12. ATTENDANCE**

Robin Ham, Adman Doliber, Joyce Bakshi, Dennis Long, Will Langley, Michael Long, Scott Guzman, Katelyn Long and Cheryl Drisko