

SELECTMEN'S MEETING

August 15, 2017

1. **APPROVAL OF AGENDA:** Moved by Ed Walsh, seconded by Kim Stacey-Horn, to accept the Agenda as presented with the addition of hearing Lori Streeter under new business. The motion passed 3-0.
2. **MINUTES OF LAST MEETING:** Moved by Kim Stacey-Horn, seconded by Ed Walsh, to approve the Minutes of the Meeting of August 8, 2017 as written. The motion passed 3-0.
3. **DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES:**
 - A. **Road Commissioners and Bridges:** Jennifer Roux reported to the Board that Attorney Lenkowski reviewed the deeds that were provided at the previous meeting. With just a very preliminary review, he told her that he doubts that these documents define ownership of the bridges; one deed appears to be for the land abutting the bridge. He also stated that he believes the Town owns the Bridge independently of New Hampshire. The subject was tabled pending further information.

Mrs. Miller reminded the Board that David Winchell is working on setting up a bridge inspection with the State's Bridge Engineer.
 - B. **Cable:** Mike Corey explained to the Board that he has attempted to contact the Metrocast franchise manager several times to discuss the franchise agreement renewal which is due in March of 2018. He was recently notified that Metrocast will be sold to Atlantic Broadband in January of 2018. The franchise agreement can't be negotiated until the sale is final. He explained that because the other two local cable companies are considered "sister companies", alternative cable delivery can't be offered. He expressed the opinion that perhaps the town may have to rally as a group to get the various problems resolved. He thought that when the transfer is completed, some of these problems may actually be worked out.
4. **OLD BUSINESS:**
 - A. **MMA Action Plan:** Tabled until a date to organize the downstairs closet is determined.
 - B. **Maintenance / Zoning:** Mrs. Roux reported that the Code Enforcement Officer spent the day organizing the material he has regarding violations and meeting with the Town Attorney to review the more serious violations and doing site visits.
 - C. **Deputy Vehicle:** Mrs. Roux corrected the last report that the vehicle is being built. The County reported to her that there is a problem with the winning bidder actually locating a vehicle meeting the specifications.
 - D. **Reserve Accounts:** Mrs. Roux noted that because there are usually questions at town meetings and Warrant and Finance Committee meetings as to how reserve accounts are managed, the Board felt that the Selectmen and the Warrant and Finance Committee members meeting with the Auditors on September 5th prior to the regular meeting should help answer any of those questions. Consensus of the Board was that this meeting is specifically for answering questions not discussing a possible Reserve Account Ordinance.
 - E. **Fire Department Propane Usage:** Mrs. Roux distributed a report of three years of propane usage at the Fire Department :

- Fiscal year 14/15 – 3992 gallons, on call duty only
- Fiscal Year 15/16 – 3802 gallons – per diem coverage began July, 2016
- Fiscal year 16/17 – 6121 gallons, full time coverage

An Energy audit will be scheduled once the propane bid is awarded to help determine the cause of the increase in usage and assure heating efficiency.

F. Propane Bids: Mrs. Roux reminded the Board that the bid is open until Tuesday, August 15, 2017.

G. Fire Commission Meeting: Mrs. Roux reported that she sent an email to the Commission members asking if a meeting can be scheduled to review the Nominating Committee’s Deputy Chief recommendations on Monday, August 21st at 6:00 p.m. or Tuesday, August 22 at 4:00 p.m. Response was that either date is fine; one member is unavailable. Selectmen set the meeting, which is only for the purpose for addressing the recommendations, to be held on Monday, August 21st at 6:00 p.m. This appointment process will be addressed at the next town meeting.

H. Hunting on Goat Hill: Mrs. Roux reported that the attorney informed her that the Selectmen may be able to post the town owned property as “no hunting” but he wants to do a little more research and will have more information at the next meeting.

5. NEW BUSINESS:

A. Lori Streeter Regarding Building Use: Mrs. Streeter asked the Board if the Town hall or the gym building could be used to offer dog training. She noted that there is currently nothing like that available in town. Consensus of the Board was that Town-owned buildings are not used for activities offered for personal profit.

B. Propane Bids: Mrs. Roux noted that two bids were received:

- **Eastern Propane** - fixed oil price per gallon, \$ 1.849 for approximately 1200 gallons used and fixed propane price per gallon, \$1.299 approximately 10,000 gallons used. This price is good until September 15, 2017.
- **Down East Energy:** fixed oil price per gallon, \$1.999 and fixed propane price per gallon, \$1.199, this price good until August 18th.

Dennis Long mentioned that in the past, the Town got oil on a cooperative agreement through the school.

Moved by Ed Walsh, seconded by Kim Stacey-Horn, to award the Town’s energy contract to Down East Energy for a fixed oil price per gallon, \$1.999 and a fixed propane price per gallon, \$1.199. The motion passed 3-0.

Ed Walsh stated that the fuel / propane contracts should be offered for bid every two years.

Consensus of the Board was to investigate the possibility of purchasing propane, fuel or other office products in conjunction with the school next year.

C. York County Deputy Survey: A short survey regarding the Contract Deputy Program, will start being asked to residents to determine areas of additional need, if any:

1. In the last four years of the contract between the Town and the York County Sheriff's Department, have you noticed more police presence in Town?
2. What benefit have you seen by having a Contracted Deputy in Acton?
3. What areas, if any, do you feel the Contracted Deputy can improve in?
4. Do you feel the Contracted Deputy s an asset to the Town of Acton?
5. Have you had an experience with the Contracted Deputy in Acton, positive or negative? If so, please explain.

The survey will be offered to people that come into the Town Office. Consensus of the Board members was to go ahead with the survey.

D. Warrant and Finance Committee Vacancy: Mrs. Roux reported to the Board that there is an opening on the Warrant and Finance Committee created when Rollin Waterhouse was elected as a full member at the Annual Town Meeting. His alternate membership is open for appointment to June 30, 2018.

Nancy Ruma, Tom Cashin and Sarah Cognata are serving to June, 2018. William Williams, Tom Gore and Rollin Waterhouse are serving until June, 2019. Lois Michaud is serving as an alternate member for one year. Mrs. Michaud disagreed stating that she believes she is serving for two years.

Consensus of Board Members was to post the position deadline for application to August 29th by 3:00 p.m.

Susan Meehan expressed interest in serving on the Committee;

E. Resolution on Metrocast: Tabled to the next meeting pending Attorney review.

F. GIS Internet Maintenance Agreement: The Chairman outlined the contract: publishing GIS to the internet, offering town GIS support, a liaison will be appointed who will be responsible for the Town's contract responsibilities, contract price, \$2400.

Moved by Ed Walsh, seconded by Kim Stacey-Horn to approve the contract as written. The motion passed 3-0 and the contract was signed by all three Selectmen.

G. Paving Bid: The Chairman read the bid draft:

“Town of Acton Invitation to Bid Bituminous Materials: Sealed bids for paving roads in the Town of Acton with hot bituminous materials are now being requested. Proposed pricing must be valid through December 31, 2018. All paving bids received must include separate prices for: per ton laid, hand work per ton, curbing per ton, reclaiming per foot.

Bids shall be submitted in sealed envelopes plainly marked "Bid for Paving" and shall be mailed or hand-delivered to: Town of Acton, Town Administrator 35 H Road Acton, Maine 04001. Bids will be received until 4:00 p.m. on Tuesday, August 29, 2017.

The Town of Acton reserves the right to waive all informalities in bids, to accept any bid or any portion thereof, or the reject any or all bids should it be deemed in its best interest to do so.”

Consensus of the Board Members was to go ahead with the bid. No vote was taken.

H. Cemetery Committee: Lois Michaud thanked David Langley and his family, Carrie Cheney and her family and Steve Parello for their help over the summer.

Mrs. Roux reported that MMA has notified the Town that the Board has the authority to appoint a Cemetery Committee. She noted that committee meetings have to be posted and recorded.

Moved by Ed Walsh, seconded by Kim Stacey-Horn, to appoint Lois Michaud, Steve Parello, and Rollin Waterhouse to serve on the Cemetery Committee to June 30, 2019.

Consensus of the Board was that the Cemetery Committee would be made up of five members, therefore, Mrs. Roux will post the vacancies.

I. Tax Commitment: Tabled to the next meeting.

J. Town Report: Consensus of the Board was to set the deadline for Department and Committee Annual reports to be September 29th. Elise Miller will write the Selectmen's Report.

6. **PUBLIC COMMENT:** Comments were made that there is a chip broken out of the top of the Rowe dam it needs to be cleaned out and around it. Cindy Hart noted that the New Hampshire side of the dam has been groomed. Opinion of those present was that New Hampshire owns the dam. Mrs. Roux will contact David Winchell about cleaning around it and to contact the state of New Hampshire regarding repairs.

Lois Michaud noted that she was told by Dean Knight that the Town has two GPS units and wanted to know where they are and if she could use one. She believes the Fire Department also has two units. Consensus of the Board was to check on the purchase of a unit.

She also stated that it is mandatory that two members of the Board of the Selectmen walk the Town lines every ten years. Jennifer Roux stated that she was unaware of the mandate but will research this requirement.

Dennis Long stated that Public Service Energy Company had an easement from Great East Lake all the way to Portsmouth. When the company no longer existed, the State of Maine refused to take ownership of the dams but the state of New Hampshire did, therefore, they own the dam.

7. ANNOUNCEMENTS:

- Senator Collins Office - A Collins Representative will be available on Wednesday, August 23rd at 10:00 a.m.
- Goat Hill parking lot paving bids due by August 22nd at 4:00 p.m.
- Road Committee Meeting, August 22nd at 6:00 p.m.
- Public Hearing on Marijuana is on August 29th at 6:00 p.m.
- Acton Fair will be held from August 24th to 27th
- Warrant and Finance Committee meets on August 31st @ 6:00 p.m.

- Conditional Use Permit Public Hearing on September 7th @ 7:00 p.m.
- Mary Grant picnic on September 17th at 1:00 p.m.

9. MEMBERS PRESENT: Elise Miller, Ed Walsh, Kim Stacey-Horn,

10. OTHERS PRESENT: Jennifer Roux, Dennis Long, Susan Meehan, Lois Michaud, Brendan Meehan, Cindy Hart