

SELECTMEN'S MEETING
January 15, 2019
5:00pm

Private Dobson lead group in Pledge Allegiance. The Board thanked him for his Military Service.

1. APPROVAL OF AGENDA:

Selectmen Elise Miller made a motion to approve the agenda; seconded by Selectmen Kimberly Stacey-Horn. No discussion. All in favor. Approved.

2. MINUTES OF LAST MEETING:

Selectmen Elise Miller made a motion to approve the minutes for January 8, 2019; seconded by Selectmen Kimberly Stacey-Horn. No discussion. All in favor. Minutes approved.

3. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES

A. CEO & Land Use

Mr. Ken Paul updated the Board:

- All growth permits have been used. 55 means of communication per day have been cut in half until the Spring.
- Planning Board review has completed a 7 lot subdivision, a property maintenance business and a 56 lot campground; new coming up there will be a review of a 22 subdivision, another property maintenance business and a larger campground at 110 lots.
- Revenue was projected at \$60,000 – \$65,000 and they have surpassed \$80,000 and only ½ the way through the year. Eastern Propane is a major contributor by pulling permits at every step of the way of their installations. So the department's maintenance of service and fees is key.
- Mr. Paul suggested since the Board of Selectmen adjust the fees, they review and modify some of the following for the next budget:
 - Research – assess a fee for time after first hr.
 - Subdivision Conditional Use fees are low. - base it on % of project.
 - Cost of Construction (fee base \$4.00/1,000) – this is low based on surrounding area fees. The lowest available is \$5.00/1,000 but most of the seacoast is \$10 - \$12 per 1,000.
 - Planning Board fees – Multiple sit downs to work on reviews for information to be presented correctly.
 - Telephone vs. Email – Email paper trail is lost when telephone is picked up. It would be best to stick with E-mail but it is multiple e-mails and time consuming.
 - Notices of Violations (Open)
 - Trying to Implement a Task list on Inspection Tablet which will generate an e-mail to home owner when inspection is completed. Modeling after some of the bigger cities.
 - Court cases – penalties and fees.
 - Revamping parking lot (add to budget)

B. Town Clerk/Tax Collector/Registrar of Voters

The Town Administrator updated the Board information related to Town Clerk/Tax Collector/Registrar of Voters work. The numbers are up:

- Excise tax (Boat and Vehicle) was estimated at \$460,000 to collect for the year and 6 months in the department is at over \$300,000. This budget season the department should be able to increase this number which helps offset taxes.
- 1,500 registrations of vehicles registered – agent fees add up to over \$6,000.

- Title application and sales tax – sent State over \$170,000
- Inland and Fisheries sent close to \$50,000. Recognized as one of top 5 sellers.
- Dogs – 550 licensed dogs in Town
- A tax collector – collected over \$3.7 million dollars – entailing certified letters, registry research, etc.
- Vital records – birth, deaths, and marriages
- Registrations and voting in Town – 2,120 voters (760 Unenrolled, 536 Democrats, 701 Republicans and 121 Independents). The State has disqualified Libertarian Party. If you have joined that, you will be considered unenrolled. At the last election, 1,237 people participated (58%) - the department works to get that number up.
- Business licenses – 40 businesses maintained
- Not looking at budget increases. A special note on accounts, currently there is \$5,684 in Neighbors Helping Neighbors.

B. Cemetery Committee

Lois Michaud approached the Board to inform them that the Cemetery Committee will be meeting this Thursday, January 17, 2019 for budgeting review.

4. OLD BUSINESS:

A. Bridge Proposals

Tabled until after Road Committee meeting and Recommendation.

B. Conduct for Elected and Appointed Officials

Town Administrator gave the Board the drafted policy received from Attorney. Board tabled 1 week to review. Selectmen Miller asked non compliance consequences for elected officials. Town Administrator responded there is a recall ordinance in place that can be activated.

5. NEW BUSINESS:

A. Action Plan Maine Municipal Association

Yearly the Maine Municipal Association reviews a building or two. They make lists of concerns. This year it was the Fire Department and Transfer Station. List has been provided and the Town Administrator will review with each department to get items fixed.

6. PUBLIC COMMENT:

- Lois Michaud, Tax Payer – Asked the Board what the limitations of use where in gathering Sand from Public Sand Shed. Board will review and respond.
- Selectmen Miller wished Selectmen Walsh Happy Birthday. Found out it was also Mrs. Michaud's birthday and birthday wishes were extended to her as well.
- The Town Administrator spoke on behalf of Mr. Dave Langley who was absent due to a water main break in Sanford. The town has a policy in place regarding bad weather and pushing snow across the road and/or parking on the road during bad weather. He is offering a leaway, especially West Shore Dr. during ice fishing season. He asks that parking be kept to single file and not to park there during the storm and/or while plowing is being conducted.

7. **ANNOUNCEMENTS:** General announcements are listed on the website.
 - A. The Town of Acton Board of Selectmen will hold a public hearing on Monday, January 21, 2019 at 7:00pm to discuss the following warrant article: "To see if the Town of Acton shall vote to authorize the Board of Selectmen to appoint one Road Commissioner/Public Works Director for a term of one year, effective as of the 2019-2020 fiscal year."
The public is invited to attend. 35 H Road.
 - B. Special Town Meeting, Wednesday, February 6, 2019 at 7 pm.

8. **MEMBERS PRESENT:**
Selectmen Ed Walsh, Selectmen Elise Miller, Selectmen Kimberly Stacey-Horn and Town Administrator Jennifer Roux.

9. **OTHERS PRESENT:**
Chuck Gregory, Brendon Meehan, Susan Meehan, Dennis Long, Robin Ham, Dave Langley, Joyce Bakshi, Cindy Hart, Ken Paul, Lois Michaud, Rollin Waterhouse,