

SELECTMEN'S MEETING

January 15, 2020

6 pm

1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

2. TOWN ADMINISTRATOR WEEKLY UPDATE: The Town Administrator has updated the Board on the following items:

- **Tree Lightning/Recreation Committee:** Jenny Gore thanked the Board and Recreation Committee and Town for their help. She intends to continue handling this event.
- **Blurb at Bottom of Fire/Rescue Bills:** Shawn Macpherson was contacted; a change was made to the bottom of the bill to add recommended verbiage. The bottom will now read: If you have any questions on this bill or have insurance please call or email. We also accept monthly payments in financial hardships; please contact us directly for more information.
- **Drug Policy:** A meeting has been scheduled with the Town's Attorney on January 29, 2020 at 4:45 pm. The attorney will come in and meet with the Board in a workshop setting to go over some concerns.
- **Recreation Committee Opening:** With the resignation of one Recreation Committee member, there was another individual who reached out to fill the position. This addition will make the committee have 8 members. It is up to the Board on whether it should remain as is or should it be advertised as having an opening? Selectmen Winchell prefers an odd number for voting purposes; Selectmen Walsh agreed.
- **Veterans in Need:** Several local organizations are trying to assist Veterans in need. If anyone is aware of any Veteran in Need, please pass the information onto the Town Administrator and she will contact those organizations.
- **New Copier and Motor Vehicle Printer:** Delivery is scheduled for Friday, January 17, 2020.
- **Camera Installation:** Waiting on an installation date for ADT; expected soon.
- **MMA Dues packet:** 2020 MMA dues packets were emailed to the BOS for review. Please take note that there are a lot of important calendar dates included in the packet as well.
- **GYM:** Gail Boisvert and Peter Baxter have been working very hard on the list for compliance for the insurance company. Visual pictures of what has been accomplished will be taken and sent to the insurance company for review. Meanwhile, there have been a few new Gym registrations received.
- **District Attorney, Article 43:** Per the Board's instructions, the District Attorney has been contacted regarding Article 43 but there has been no response as of yet. Mr. Kryzak has offered to walk Acton's questions over to the District Attorney's office for review. In order to prepare a proper packet, what does the Board want to ask the District Attorney? The Board requested the warrant article be sent in with a list of specific questions: Does this abide by state statutes? Is maintenance included in this statute? Does our ordinance cover that? The request should also indicate that any suggestions that can be offered would be welcome; any links to proper laws and statutes to back items up would be appreciated and clarification of exactly what we are allowed to do for state statutes and what proof is needed and where can we get the most up to date information to cross check?
- **Donahue email:** Selectmen Kimberly Stacey-Horn read Mr. Donahue's email regarding Tattle Street to the public. Selectmen Ed Walsh responded that is what the Board is trying to do and will await guidance from the State's District Attorney. Misappropriation of funds was not done because all the proper questions at the time were asked. The program is currently shutdown to make sure it is right.

3. **WARRANTS/BILLS**

4. **APPROVAL OF AGENDA**

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

5. **MINUTES OF LAST MEETING**

Selectmen David Winchell made a motion to approve the minutes of December 18, 2019; seconded by Selectmen Kimberley Stacey-Horn. No discussion. All in favor.

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

None

7. **OLD BUSINESS**

A. Goat Hill

Tabled until Mr. Davis finishes his review.

B. Cleaning Services

The initial cleaning service awarded the contract has decided not to take the position. The second bid candidate is still interested.

Selectmen David Winchell made a motion to award the cleaning bid to Mary Yeaton; seconded by Selectmen Kimberly Stacey-Horn. No discussion. All in favor.

8. **NEW BUSINESS**

A. Pull Station Contract

The Fire Department has reviewed the contract for pull stations and approved it, signatures are needed.

Selectmen David Winchell made a motion to accept the ADT contract for 6 pull stations at \$1650 plus a \$6.08 monthly fee; seconded by Selectmen Kimberly Stacey-Horn. No discussion. All in favor. Signed.

Glow in the dark Exit signs will be installed tomorrow as requested by the Fire Chief.

B. Policies

- **Dishonored Check Policy** changes were reviewed with the Board.

Selectmen Kimberly Stacey-Horn made a motion to accept the Dishonored Checks policy; seconded by Selectmen David Winchell. No discussion. All in favor. Signed.

- **Freedom of Information Policy:** Tabled.
- **New policies were handed out for review** any changes made will be brought back next week for acceptance.
 - **Emergency Closure policy**
 - **Excise Tax Exemption policy**
 - **Employee Wage policy**

- C. Recommendations on Special Town Meeting
The Board was presented two articles to be voted on at the Special Town Meeting on February 3, 2020.

Selectmen David Winchell made a motion to accept the article to appropriate Acton's share on the Emery Mills Dam as written; seconded by Selectmen Kimberly Stacey-Horn. No discussion. All in favor.

Selectmen Kimberly Stacey-Horn made a motion to accept the article to appropriate and expend additional monies from the undesignated fund balance for the purchase of equipment or to use as they deem advisable to meet unanticipated expenses and emergencies that occur during the fiscal year; seconded by Selectmen Kimberly Stacey-Horn. No discussion. All in favor.

- D. Executive Session M.R.S.A. 405 6 A

A motion was made by Selectmen David Winchell to go into Executive Session pursuant to M.R.S.A. 405 6A at 6:36 pm; seconded by Selectmen Kimberly Stacey-Horn. No discussion. All in favor.

A motion was made by Selectmen Kimberly Stacey-Horn to come out of Executive Session pursuant to M.R.S.A. 405 6A at 7:05 pm; seconded by Selectmen David Winchell. No discussion. All in favor.

A motion was made by Selectmen Kimberly Stacey-Horn to waive the balance on an account due to hardship on ticket 239; seconded by Selectmen David Winchell. No discussion. All in favor. Signed.

- E. Planning Board Appointment

A motion was made by Selectmen David Winchell to appoint Tom Cashin as Planning Board Alternate until June 30, 2020; seconded by Selectmen Kimberly Stacey-Horn. No discussion. All in favor. Signed.

9. PUBLIC COMMENT

Dennis Long updated the Board that the Warrant & Finance Committee was invited to the School Committee meeting last week. Special Town Meeting date was agreed upon and the Town Administrator was going to email everyone and Mr. Long was going to call everyone. The Town Administrator will do as soon as possible; Mr. Long made the calls.

Robin Ham approached the Board to remind everyone to clearly mark their driveways with house number to help facilitate emergency responses.

10. ANNOUNCEMENTS

- A. Special Town Meeting – February 3, 2020 at 6 pm at the Town Hall

11. MEMBERS PRESENT:

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

12. ATTENDANCE

Jim Driscoll, Paul Poyant, Dennis Long, Robin Ham