

SELECTMEN'S MEETING

January 8, 2020

1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

2. TOWN ADMINISTRATOR WEEKLY UPDATE

The Town Administrator updated the Board with the following points:

- Fans – The donated fans are very much appreciated but will not be installed due to incompatibility.
- Copier Downstairs/Grounding Issues/Electrical – The work has been completed; new copier will be installed next week. The town was freed from the current lease.
- W&F Meeting will be held Thursday at 6 pm at the school.
- Pull Stations – A quote has been received for \$1,250 for 5 manual pull stations. The funds are available in the building maintenance account.
- January Meetings – The Town Administrator updated the Board of all currently scheduled meetings for January.
- There will be a meeting scheduled with legal for the Board regarding the Drug Policy.
- The Town received a reimbursement check in the amount of \$75.68 from the Federal Trade Association; it is the Town's portion won in a class action law suit.
- The Board was provided updated expense summary reports to review.
- The Recreation Department is moving forward with the electrical work as expected.
- Peter Baxter and Gail Boisvert responded to last week's discussions on the Gym and worked on the list the Town Administrator had compiled from the insurance company. Approximately 75% of the list has been tackled.
- Classes for the Road Committee are not available as they are booked through the Spring; there may be some availability come Summer or Fall. The Stream Crossing Grant is expected to be awarded in about a month.
- The last date to accept personal checks for 2017 taxes is 1/24/2020; foreclosure date is 2/11/2020.
- Now that the holidays are over, the Deputy Clerk position which is open at the Town Hall, will be reposted utilizing Smart Shopper, some web based sites and some Maine government sites.
- March 8, 2020 is the Democratic Caucus and they will be using the Town Hall as their venue.

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 Kimberly Stacey-Horn made a motion to accept the minutes of December 4 and 11, 2019; seconded by Selectmen David Winchell. No discussion. All in favor.

6. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES

- Joyce Bakshi approached the Board to comment on the Board's procedures for replacing an alternate position on the Planning Board. Mrs. Bakshi was unhappy of the procedures especially with regards to the withholding of the candidates names and an opportunity for the Planning Board to interview and make a recommendation. Mrs. Bakshi cited the Planning Board bylaws. Mrs. Bakshi was reminded that the Planning Board Bylaws cannot dictate what the Board of Selectmen's procedures in appointing an Alternate will be.

The Town Administrator reminded the Board that from day one, she has been in contact with the Planning Board Chair regarding this matter. Mrs. Roux indicated that Mrs. Bakshi told her, on more than one occasion she understood why the Board wasn't allowing the names to become public so that they could be tossed around in public. Bakshi also indicated to Mrs. Roux that as long as CEO Paul was part of the conversation, she was fine with how this was all handled. The Town Administrator had in fact shared the information with the CEO and was very surprised that this was being brought up, the way it was. Mrs. Roux believed from the continuous conversations with the Planning Board Chair, it was all handled. The full Board will discuss next week.

7. OLD BUSINESS

A. **Policies to Sign** – Tabled.

B. **Goat Hill** - Tabled. Mr. Carl Davis is still working with the winning bidder.

C. **Collections Contract**

The Town Administrator presented the first Financial Inc. contract for Ambulance billing collections. The Board reviewed.

Selectmen Kimberly Stacey-Horn made a motion to enter into a contract with First Financial Inc for ambulance billing collections; seconded by Selectmen David Winchell. No Discussion. All in favor.

D. **CEO Copier** – Presented during Town Administrator Update.

E. **Gym** - Presented during Town Administrator Update.

F. **Capital Improvement Committee**

The Board discussed the possibility of utilizing members of the W & F Committee as an adhoc Capital Improvement Committee. Both Mr. Dennis Long and Mr. Rollin Waterhouse approached the Board to discuss the scope and intentions of the meeting on the 27th, the specificity of the W&F ordinance and restrictions, goals and procedures to move forward. At the end of the discussions, it was asked that Mr. Dennis Long approach the W&F Committee at their next meeting to see if they want to take on this role and to also review the Ordinance to see if it can be adapted to accommodate. Selectmen Kimberly Stacey-Horn indicated that she would be willing to work with the Capital Improvement Committee.

8. NEW BUSINESS

A. **Plowing Goat Hill Parking Lot**

The Town Administrator presented to the Board an inquiry to have the Goat Hill Parking Lot plowed as it is Town property. The Board agreed, as it is Town property.

B. Dam Bill / STM

The City of Sanford presented the Town of Shapleigh their invoice for Dam work done. The project has been completed. The final total was \$92,454. The Town budgeted \$75,000. The balance needed to be paid in full is \$18,454. The Special Town Meeting is scheduled for February 3, 2020 and this request for funds to cover the balance needs to be voted on.

In considering a request for the Dam funds at Special Town Meeting, the Board may also wish to consider requesting funds to replenish the emergency fund that was used when it the Fire Department’s furnace needed replaced. This will alleviate the need for another Special Town Meeting if the Town’s furnace should go. The Board agreed and asked that it be put on the warrant.

C. First Financial Resources, Inc - Presented and acted upon during Old Business.

D. Demo Overdraft

The Town Administrator notified the Selectmen that the Transfer Station has a line item that only has \$600 in available in demo funds that will be over drafted by the end of the fiscal year; the bottom line however, will not be overdrafted. This same account was overdrafted last year and considered a fluke. However, since it has trended the same this year the budget will be adjusted to accommodate for the future. The Board accepted the adjustment to the budget.

E. E-911 Appointments

The Town Administrator presented to the Board an appointment for Kristiina Robinson as E-911 Coordinator as she is doing a great job currently in the position.

Selectmen David Winchell made a motion to appoint Kristiina Robinson as E-911 Coordination until 6/30/2020; Selectmen Kimberly Stacey-Horn. No Discussion. All in favor.

F. Fee Refund

The Town Administrator presented to the Board a request for a Zoning Board Application fee of \$200 to be reimbursed. The ZBA did not process and the application was withdrawn.

Selectmen Kimberly Stacey-Horn made a motion to reimburse the \$200 ZBA application fee; seconded by Selectmen David Winchell. No Discussion. All in favor.

G. Thermal Camera
Pending installation.

H. Executive Session MRSA 401 5 A

Selectmen Kimberly Stacey-Horn made a motion to go into Executive Session M.R.S.A. 401 (5)(a) at 6:57 pm; seconded by Selectmen David Winchell. No discussion. All in favor.

Selectmen Kimberly Stacey-Horn made a motion to come out of Executive Session M.R.S.A. 401 (5)(a) at 7:05 pm; seconded by Selectmen David Winchell. No discussion. All in favor.

Additional Items:

Selectmen David Winchell asked Mr. Dennis Long to approach the Board to discuss and find out the intentions of a W&F member, regarding them moving out of town and who resigned from another committee. After discussion it was determined as long as they were a resident of Acton without a resignation they would remain on the committee. The Board requested

Mr. Long reach out for intentions or confirmation.

Selectmen David Winchell next announced that one of the candidates had withdrawn their papers to be placed on the Planning Board Committee. Taking that into consideration and with the absence of Selectmen Walsh from the session, the Board determined to repost the committee opening at this time.

9. PUBLIC COMMENT

- Mr. Dennis Long approached the Board to let them know that he was unhappy with the Board's choice to enlist a collections agency for Ambulatory bills. History in Acton dictated the fees to ride an ambulance to get medical assistance would be waived. The Board responded they were working on a hardship policy and the purpose of a collections service was due to not all recipients were local residents. All are charged equally, if there is a hardship, any resident can approach the Board for assistance.
- Mr. Paul Poyant approached the Board to clarify a few points for himself listening to the meeting.
 - Has recycling at the transfer station become less or is the Town being paid less for the material gathered. Answer: The town is being paid less.
 - Asked about the donated lighting for inside the Town Hall and the use of florescence over LED. The Town Administrator stated the items donated were fans not lights. Mrs. Roux also reported the Town Hall meeting room was the last room on the list to have lighting update.
 - Mr. Poyant requested that if the W&F ordinance was going to be tweaked that his suggestions be considered. The Town Administrator indicated she had the list of suggestions and they would be considered during the process.
- Mrs. Susan Meehan approached the Board to comment also comment on the Ambulance billing. Mrs. Meehan suggested the bill have verbiage added to the bottom to notify bill recipients that can contact the agency to set up payment arrangements. The Board thought it was a good idea and the Town Administrator will contact the agency and discuss.

10. ANNOUNCEMENTS

A. Transfer Station Closed Jan 20, MLK Day

11. ATTENDANCE

Dennis Long, Joyce Bakshi, Robin Ham, Rollin Waterhouse, Susan Meehan, and Paul Poyant.