

PUBLIC HEARING - The Shed

Chairman Kimberly Stacey-Horn opened the Public Hearing at 6 pm for the consideration of issuing a renewal Liquor license to KB Restaurant Enterprises, Inc. (The Shed).

The Town Administrator updated the Board that there were no concerns submitted, Fire Chief inspection was favorable, all posting were done legally, application fees have been paid and the Sheriff's call log of the last year was reviewed.

Chairman Stacey-Horn asked if there was any public comment. Hearing none, Mr. Palladino was given an opportunity to speak. Discussion ensued on whether or not the Town of Acton wanted to continue to hold public hearings and the Board was happy to do them as they lend towards transparency and it is always good to hear the public's voice.

A motion was made by Selectmen Ed Walsh to close the public hearing at 6:15 pm; seconded by Selectmen David Winchell. No discussion. All in favor.

**SELECTMEN'S MEETING
July 29, 2020
6:00pm - ZOOM**

1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

2. TOWN ADMINISTRATOR WEEKLY UPDATE

- Gym – The Town Administrator has received inquiries on whether the Board will be reopening the Gym or not and equipment or items donated for use at the gym and retrieved if not opening.

The Board at this time have no intentions of reopening the Gym but will revisit when all the Town facilities are fully opened. This item will be placed on the agenda when the Board is back meeting in the Town Hall.

- Hall Use Requests – The Town Administrator has currently received two requests to use the Town Hall. First request is of a personal nature for a birthday party. All safety measures and cleaning of hall before and after event use will be in place. The second request is for the Cemetery Committee who are 5 members and usually not attended by the public.

Discussion ensued. The Board decided to permit the Town Hall to be used in September as they are received as long as the Governor's guidelines are in effect. They will permit both the personal use and Cemetery Committee use at this time, being in September.

- Drug Testing – The Town Administrator informed the Board as of August 1, 2020 all CDL drivers will be removed from the drug testing program other than the two Road Commissioners.

- The Town Administrator read aloud the Tanker bid notice to be advertised online; specs will be included in the advertisement.
- Tax Liens are being filed tomorrow; 114 in total.
- Committee emails - The Town Administrator reported that over 90% of all committee members have access to emails. With reappointments coming up, the Town Administrator was looking for some direction from the Board on the use of emails as the primary source of communication for all committees; it is the best way to share documents. Can the Board insist emails be used as the primary source of committee communications? What if committee members refuse? It is a good way to leave a paper trail.

The Board asked these questions be sent to MMA but agrees this is the best method to transmit all communications and if the committee members do not utilize, it is on them.

3. WARRANTS/BILLS - Signed

4. APPROVAL OF AGENDA

A motion was made by Selectmen Ed Walsh to approve the agenda with the addition on D. under new business to approve Liquor license; seconded by Selectmen David Winchell. No discussion. All in favor.

5. MINUTES OF LAST MEETING

A motion was made by Selectmen Ed Walsh to table the minutes for July 15, 2020; seconded by Selectmen David Winchell. No discussion. All in favor.

6. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES - None

7. OLD BUSINESS

A. Personal Policy –

Tabled to give the Board a chance to review recommended changes from the Treasurer.

B. RSMS –

The Town Administrator updated the Board with the following:

- Classes were looked into and she was waiting on a return response.
- There is a guidance book which can be printed to review but it is not that informative on how to input information.
- Difficult to change timesheet format until it is understood what data can be inputted and used.
- All data previously collected is in the system.
- One Road Commissioner related he was welcoming the use of the program.

8. NEW BUSINESS

A. **Resignations -**

The Board of Selectmen received two letters of resignation which were read aloud.

- Joyce Bakshi, Planning Board Member
- Leslie Berlan, Planning Board Member

A motion was made by Selectmen Ed Walsh to accept with regrets Joyce Bakshi resignation from the Planning Board; seconded by Selectmen David Winchell. No discussion. All in favor.

A motion was made by Selectmen Ed Walsh to accept with regrets Leslie Berlan resignation from the Planning Board; seconded by Selectmen David Winchell. No discussion. All in favor.

B. Appointments -

The Town Administrator updated the open committee appointments:

- Board of Assessment – still need to do.
- CIC – the Board needs to determine which prospective members are still interested. The Treasurer put together a packet for the Board to review with. Tabled until next week.
- Cemetery Committee – The Town Administrator had 3 appointments ready to be made. Selectman Kimberly Stacey-Horn read aloud the appointments for Rollin Waterhouse, Lois Michaud and Steve Perallo.

A motion was made by Selectmen Ed Walsh to appoint Rollin Waterhouse, Lois Michaud, and Steve Perallo as Cemetery Committee members; seconded by Selectmen David Winchell. No discussion. All in favor.

- Planning Board and Mary Grant Committees - The Board will meet on Monday, August 3rd at 5:30 pm in two Executive sessions; one with each committee.

C. Census Data –

The Census Bureau has reached out to the local municipality leaders to assist them in getting the word out on how important participation in the Census is; it means additional funds for the Towns. Discussion ensued. The Board approved the Town Administrators request to post information on the Town website for the Census Bureau.

D. The Shed Liquor License –

A motion was made by Selectmen Ed Walsh to approve the Liquor License for KB Restaurant Enterprises (The Shed); seconded by Selectmen David Winchell. No discussion. All in favor.

9. PUBLIC COMMENT:

Rollin Waterhouse approached the Board with the following comments and questions:

- What is the Town Administrators Role in an Executive Session? The Town Administrator responded, Whatever the Board deems is needed during that session.
- Is there any not taking during Executive Sessions? Response: No. If any task lists are made during any session, they are destroyed upon completion of the Executive Session.
- What do you intend to do with the Planning Board openings newly created by the Board? Response: The Board did not create these openings. Planning Board members who resigned chose to do so of their own accord. The Board will move forward and fill the spots. Won't you have difficulty doing so this with what has transpired? Response: We as a Board will figure it out and if necessary obtain legal advice.
- Rollin Waterhouse called Selectmen David Winchell out for comments he supposedly made which he believed were unfavorable. Response: The Board has received complaints which they were addressing; however, what was said in Executive Session was to stay in

Executive Session. An Executive Session legally and according to law pursuant to 405-6-A-1. The Board of Selectmen will not get into a debate about what was said or not said in an executive session. If someone choose to share misinformation about that meeting, there is nothing the Board can do about it. The Board however does ask the public to not always believe what they hear, and will leave it at that.

10. ANNOUNCEMENTS: None.

11. MEMBERS PRESENT

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

12. ATTENDANCE (screen names as designated on Zoom)

Dan Krampetz, Arnie martel, Charles Crespi, David, iPhone, joyce Bakshi, leslie berlan, ntap, Rich Hart, Rollins iPad, Tom Lynch, Susan Meehan, Robin Ham and Assistant (Cheryl).