

SELECTMEN'S MEETING

October 16, 2018

5:00pm

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. Agenda approved.

2. MINUTES OF LAST MEETING:

Selectmen Miller made a motion to approve the minutes of October 2, 9, and 11, 2018; Selectmen Stacey-Horn seconded. No discussion. All in favor; minutes approved.

3. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES:

Scott Mooney, Road Commissioner, updated the Board on:

- Guardrails - He will be meeting with the guardrail company this week. The timing for project completion is by second week in November.
- Paving – Mr. Mooney listed areas to be paved and the expectation that he will have enough budget for paving.
- Bridges – Mr. Mooney approached the Board seeking guidance for his project needs, moneys spent and monies needed for completion. He also updated them on the completed prep work to ready future bridge work to be done. Selectmen Stacey-Horn asked if prep work would be ruined if project was not moved forward. The Town Administrator will work with Mr. Mooney this week and an update on the bridges will be issued next week. Mr. Mooney commented that $\frac{3}{4}$ crushed gravel is scarce and he received a good price from Monarch Materials of \$10/ton and wanted to lock in and earmark it for the Town of Acton. On Flat Ground, currently \$19,497.46 has been paid out of the \$20,000 appropriated. The Town Administrator wanted to confer with the Treasurer and legal on monies available and appropriate disbursement.
- Discussion went back to New Bridge and Selectmen Walsh thought work could be held off until the spring to see where the dollars remained. Mr. Mooney understood but reminded the Board that the vendor would be here in town from Friday until Wednesday, and accessible for other work; not sure if he will be willing to comeback at a later date due to the work.
- Under the current situation, Mr. Mooney also expressed his willingness to assist with District 2. The Town Administrator updated the Board that Mr. Mooney was called by the Sheriff's office late at night to remove storm debris; thus the confirmation that he was to assist only on an emergency basis and only if requested by the Sheriff, herself or the Board members. Financially, all items will needs to be addressed and figured out. Mr. Mooney will document time on District 2 work so monies are spent appropriately. Selectmen Walsh thanked Mr. Mooney for his willingness to help out.

Lois Michaud updated the Board on the success of the Cemetery Committee's clean up event. She wanted to thank all involved, including Historical Society. Even though it was dark, raining and miserable weather, it was a great day and the event was fun. There are pictures posted on the Town of Acton website under Cemetery. This committee with assistance from the Historical Society has completed 5 cemeteries (maybe 6), and plan on continuing. Maintenance and up keep after clean up and repair is a different story, we work with volunteers. The more volunteers the committee has, the happier they are, so everyone who helps out is a terrific thing. Mrs. Michaud also passed along that on October 27th there will be a civil war reenactment event and all are welcome! Open to the public. Free.

4. OLD BUSINESS:

A. Generator Bids

Tabled until next week.

B. Canal Bridge

Tabled until the Town hears back from Wakefield.

C. ACO Position

The Town Administrator has placed an ad in the Journal Tribune and on the Maine Municipal and State Unemployment sites. Mrs. Roux recounted an animal control incident that happened today and how Facebook was a great resource to help put dog and owners together.

D. Town Report

Tabled, due today.

E. Rec. Expenditure Clarification

The Town Administrator indicated that it was commented that she misspoke regarding where items for the Rec Department; thus she wanted to take this opportunity on record to clarifying where the monies are coming from:

- The electricity and all the parts of the flag pole are coming out of the Reserve account. There was \$13,419.00 appropriated to that account.
- The rink costs are coming out of the Rec Department's regular budget and the balance remaining after rink purchase is \$10,709.

Mrs. Roux apologized if she misspoke.

F. 13th Street

Waiting until November date comes and goes.

G. 23 M.R.S.A. Section 3106 - Private Roads

The Town Administrator indicated that we have received 2 applications. Wanted direction on how to pass on. Selectmen Miller asked to see a copy. Mrs. Roux will scan and copy on to Selectmen Miller and Leslie Berlan as received.; originals will stay in the office. Road Committee will meet to discuss. Mrs. Berlan will review and get back to applicants.

5. NEW BUSINESS:

A. Sand Bids

The Town Administrator updated the Board that both Road Commissioners have approved the sand bid, which is the same as last year. The bids are due Oct. 31st.

B. Salt Bids

The Town Administrator indicated that the Salt bids came in. There is limited companies to receive bids from. Bid from Morton is \$55.20/ton and the bid from Granite State Minerals (who we have used in the past) is \$54.85/ton. At the recommendation of the Road Commissioner we have accepted that bid. The Selectmen read and signed the bid. Road Commissioner Scott Mooney approached the Board to answer Board questions regarding quantities remaining and quantities to be ordered.. Selectmen Miller made a motion to accept the salt bid from Granite State Minerals bid of \$54.85/ton delivered price; Selectmen Stacey-Horn. All in favor. Approved.

While at the podium, Mr. Mooney wanted to bring to the attention of the Board an issue on Milton Mills Road (Walkers Swamp) there is a major beaver dam in the inlet of the culvert. In about 3 more feet it is going to go over the road. Beaver removal can not happen for another 15 days (40 days before trapping season starts). Mr. Mooney suggested the Board take a look at the dam. It is a State aid road; maybe they can assist. The Town Administrator will reach out to Mr. Winchell in how it has been handled in the past.

C. Liquor License

Gina Sawtell, Above and Beyond Catering is seeking a liquor license for a wedding on October 21, 2018, beer and wine only on Peck Road at Look Both Ways Farm from 10am – 8pm. Selectmen Walsh asked that she had insurance forms on file. Yes. Selectmen Miller made a motion to approve liquor License for Gina Sawtell, Above and Beyond Catering for October 21, 2018 from 10am – 8pm; seconded by Selectmen Stacey-Horn. All in favor. Motion passed, license signed.

D. Utility Box Bids

The Town Administrator reported to the Board that 4 bids were received for the Utility Box. They were reviewed by the Chief and compared to match in all specifications. The bids were:

- Alum-line, IA - \$14,782.20
- Hugh's Truck Body & Equipment, South Portland, ME - \$14,085
- Highway Products, OR - \$17,872
- Messer, Westbrook, ME - \$17,500

The Fire Chief asked that the Board accept the bid from Alum-line which is \$700 different from the lowest bid. He believes the body is of a better quality. He verified with Sanford (who uses Alum-line products) that this company has a better reputation and products. Discussion ensued. Selectmen Walsh agreed that they should go with the Fire Chief's recommendation and award the bid to Alum-line. Selectmen Miller made a motion to accept the bid from Alumline of \$14,782.20; seconded by Selectmen Stacey-Horn. All in favor. Motion passed.

E. Mary Grant Committee Appointments

The Town Administrator presented the Board with 4 names to be appointed to Mary Grant Committee. The Town Administrator indicated that the event on Saturday, October 20 was still in need of donations of cider and carving knives for the event. Selectmen Walsh read out the four names of appointees: Daniel Kramp, Linda Leck, Laura Hartley and Virginia Doboer. Selectmen Miller made a motion to appoint Daniel Kramp, Linda Leck, Laura Hartley and Virginia Doboer to the Mary Grant Committee Members until June 30 2019; seconded by Selectmen Stacey-Horn. All in favor. Motion passed.

F. Supplements and Abatements

The Town Administrator presented paperwork to the Board for signatures of Tax abatement supplements. First initial tax is abated to \$0. A brand new bill is created with the supplemental amount with due dates and corresponding letter is generated. A motion is needed for each supplemental tax abatement separately.

- Colton Sweeney, 776 13th Street – Selectmen Walsh readout the tax abatement decision. Selectmen Miller made a motion to accept the tax abatement on Map Lot 142-008; seconded by Selectmen Stacey-Horn. All in favor. Motion passed. Selectmen Walsh read out the Supplemental Tax bill. Selectmen Miller made a motion to accept the supplemental tax bill on Map Lot 42-008; seconded by Selectmen Stacey-Horn. All in favor. Motion passed.
- Mr. Mann/Mr. Ogden – Selectmen Walsh readout the tax abatement decision for Mr. Ogden. Selectmen Miller made a motion to accept the tax abatement on Map Lot 110-048; seconded by Selectmen Stacey-Horn. All in favor. Motion passed. Selectmen Walsh read out the Supplemental Tax bill for Mr. Mann. Selectmen Miller made a motion to accept the supplemental tax bill on Map Lot 110-048; seconded by Selectmen Stacey-Horn. All in favor. Motion passed.

- Mr. Full/Nason Family Land Company– Selectmen Walsh readout the tax abatement decision for Mr. Full. Selectmen Miller made a motion to accept the tax abatement on Map Lot 235-009; seconded by Selectmen Stacey-Horn. All in favor. Motion passed. Selectmen Walsh read out the Supplemental Tax bill for Nason Family Land Company. Selectmen Miller made a motion to accept the supplemental tax bill on Map Lot 235-009; seconded by Selectmen Stacey-Horn. All in favor. Motion passed.
- Mr. Frank & Mark Hurd– Selectmen Walsh readout the tax abatement decision for Mr. Frank & Mark Hurd. Selectmen Miller made a motion to accept the tax abatement on Map Lot 234-010; seconded by Selectmen Stacey-Horn. All in favor. Motion passed. Selectmen Walsh read out the Supplemental Tax bill for Mr. Frank & Mark Hurd. Selectmen Miller made a motion to accept the supplemental tax bill on Map Lot 234-010; seconded by Selectmen Stacey-Horn. All in favor. Motion passed.
- Value adjusted for Shed removal: Selectmen Walsh readout the tax abatement decision. Selectmen Miller made a motion to accept the tax abatement on Map Lot 203-033; seconded by Selectmen Stacey-Horn. All in favor. Motion passed.
- Land value adjusted to reflect the frontage sold to an abutter: Selectmen Walsh readout the tax abatement decision. Selectmen Miller made a motion to accept the tax abatement on Map Lot 107-014; seconded by Selectmen Stacey-Horn. All in favor. Motion passed.
- Value adjusted for separated property that should have been combined: Selectmen Walsh readout the tax abatement decision. Selectmen Miller made a motion to accept the tax abatement on Map Lot 233-017-001 and -002; seconded by Selectmen Stacey-Horn. All in favor. Motion passed.
- The last step is for the Board to sign an assessor's certificate of supplemental assessment to Tax Collector instructing them to collect of funds. Selectmen Miller made a motion to sign the assessors certificate of supplemental assessment and certificate of supplemental commitment; seconded by Selectmen Stacey-Horn. All in favor. Motion passed.

G. Road Commissioner Posting / Winter Plowing Posting

Decision's not yet made on whether the Board will be pursuing hiring a Road Commissioner, contract work out for District 2, or a little of both. In any event, contracting work will require a formal contract. There are examples to follow. The Town Administrator notified the Board that the following information was being posted: The Town of Acton is currently accepting bids for snow removal, salting and sanding for the 2018-2019 winter season of District 2 which is approximately 25 miles, the Town of Acton will supply all sand & salt. At this point, she paused to let the Board know the Road Commissioner Scott Mooney had concerns regarding this item as he felt it will need policing. On the other end of this issue, the Town just sent out sand bids. How will this material be split? Mr. Mooney is concerned that whoever wins contract will not be as conscientious as he will be. Winning bidder will be required to show proof of commercial liability insurance, workers compensation and have all CDL drivers enrolled in the federal approved drug testing policy. Bidders must submit a per mile bid price and a total bid price. The rest is when the bids should be submitted (October 30th) and that they will be read that evening.

Secondly, the Town Administrator read out the posting indicating the Town of Acton accepting resumes a new Road Commissioner and the requirements for ideal candidate.

The Town Administrator asked if there was anything the Board wanted to change or add? Discussion ensued. Job description was sent to Town Administrator by Selectmen Walsh. "This is an employee position answering to the Board of Selectmen" statement will be added to the recruitment posting. Both ads will be submitted for posting.

Selectmen Walsh asked what are we going to do if it snows? The Town Administrator indicated that the Town will deal with as it comes, that the Town has a few options available.

6. PUBLIC COMMENT:

Dennis Long approached the Board to inform them the MMA puts out a roads manual that explains the authority of Selectmen over the roads. If the Board will look at that, they would understand what they can and cannot do in the interim. As a citizen, he wanted to thank Scott Mooney for stepping up. Mr. Long also went to the Road Committee meeting last night and commented that it was one of the best meetings he had attended in a long time. Next, Mr. Long showed concern for the help that loses out by not being employed any longer without notice and asked the Town to take on certain responsibilities. Mr. Long next commented on the D6 being sold as surplus equipment. He wanted to educate the Board with a brief history and the fact that the D6 could not be sold as surplus equipment. His suggestion is to give it to the fairgrounds as a historical piece. Selectmen Walsh indicated the Town of Acton should hold on to ownership of the D6 but place it at the Acton Fair grounds as an exhibit. He will take responsibility of following through on D6's placement.

Mr. Rollin Waterhouse approached the Board and commented that the Road Committee needs to be provided directions. Warrant Finance has specifics on what they need to do, whereas the Road Committee does not. They need some guidance.

Mr. Robin Ham approached the Board asking about the guardrails to be replaced and why? The Selectmen answered the question with what the damage was and how it occurred. The State indicated what repairs are needed. The Town Administrator indicated the Road Commissioner can be contacted to answer these questions. Discussion ensued on replacement versus repairs.

Ms. Lois Michaud asked about work to be done on Lincoln School and when it is to be done. The Town Administrator referred to last week meeting notification that it will be a week or two. Mrs. Michaud also indicated the Historical Society would like to work on this building but can't until there is insurance on it. The Selectmen will look into the insurance issue but believes the building can not be insured; as soon as they know they will inform her what is decided.

Selectmen Walsh wanted to thank the public on how they have handled some very tumultuous meetings. Meetings have been productive and professionally handled. Emotions have been high on all sides but the public has been wonderful on their conduct in the meetings. Its been a pleasure.

7. ANNOUNCEMENTS:

October 20 - Mary Grant Pumpkin Carving 4pm

October 21 - Lebanon, Maine Rabies Clinic, \$15.00/shot

October 27 – Civil War Reenactment

November 3 - Library Chili Cook-off

November 6 - Election Day, no Selectmen's Meeting that night.

8. MEMBERS PRESENT:

Selectmen Ed Walsh, Selectmen Elise Miller, Selectmen Kimberly Stacey-Horn and Town Administrator Jennifer Roux.

9. OTHERS PRESENT:

Dennis Long, Nancy Ruma, Cindy Hart, Richard Hart, Leslie Berlin, Lois Michaud, Rollin Waterhouse, Greg Vermette, Chuck Gregory, Will Langlas, Robin Ham, and Scott Mooney.