

## SELECTMEN'S MEETING

September 13, 2016

5:00pm

1. **APPROVAL OF AGENDA:** Moved by Bill Shields, seconded by Elise Miller, to accept the agenda with the addition of the Emery Mills Dam under new business.
2. **APPROVAL OF MINUTES OF LAST MEETING:** Moved by Bill Shields, seconded by Elise Miller to approve the minutes of the meeting of September 6, 2016 as written. The motion passed 3-0.
3. **DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES**

**A. Forestry Committee:** Tom Cashin, as Secretary of the newly formed Committee, informed the Board that the group met in August and he stated that they hope to work with the Select Boards of Acton and Lebanon with the goal to reinvigorate discussion around making Hebo Hybo a usable pedestrian trail opening it up to seasonal use by the Town's people: responsible ATV usage, snowmobile riders, cross country skiers, hikers. He noted that the Town Clerk's Office, Jennifer and Sarah, have been very helpful in providing information regarding the road. He informed the Board that the Committee will meet again on Tuesday, September 20<sup>th</sup> and that the Selectmen are welcome to attend though he feels it may be a little premature. Mr. Cashin reminded the Board that the Town of Lebanon gated their end of the Road, however, the Town of Acton decided not to prohibit passage across the road in case that might create legal ramifications. There is the possibility of getting a grant from Southern Maine Regional Planning Commission through the Maine Community Foundation to help defray any legal expenses that might be incurred. Mr. Cashin noted that the next regular meeting of the Committee is scheduled for October 18<sup>th</sup> at 7:00 p.m. and the group hopes that the Selectmen or someone representing the Board will be able to attend.

**B. Fire Department:** The Fire Chief, Steve Johnson, spoke with the Board regarding the Department's tanker truck which has reached a state of disrepair; there are cracks in the tank, rusting, weeping through the metal wall, etc. The truck was taken to Hartford, who does all the apparatus repairs, for evaluation and their recommendation was that it is unknown how long before the tank actually fails. Chief Johnson noted that failures always happen at the worst time. Two estimates to replace just the tank came in at about \$20,000 to \$22,000. The truck is in acceptable condition but it does need a clutch and other minor repairs. Chief Johnson informed the Board that Rochester Fire Department recently purchased a new tanker and has offered their previous tanker for bid. Though the unit is two years older than the Acton tanker, numerically older, but physically, it's much younger. It was equipped with a poly tank just a few years ago which is considered a life-long tank. In comparing the two units: Acton's tanker has a 1800 gallon tank with a 500 gallon pump; Rochester's tanker has a 3000 gallon tanker with a 1500 gallon pump. The larger capacity of the tank is definitely a plus. Chief Johnson is requesting that \$8000 be appropriated from the Capital Apparatus Replacement Fund to purchase the tanker and \$7000 out of the Equipment Replacement Fund to equip the unit.

The Chief stated that it is unknown if the Town will get even a year out of the existing tanker and apparatus mechanics have told him that the body and the frame of the Rochester tanker have been well maintained and should serve the Department for several more years. This would give the Department a breather before having to purchase a new tanker.

Ed Walsh stated that when he was Fire Chief, the tanker had a leak and it was welded; there were other problems identified at that time as well. The Chief noted that the Treasurer confirmed that the expenditure is in line with the intended use of the two funds and that the money is available. He estimates that, because the truck has a Caterpillar diesel engine which makes it more valuable, the

Town could get between \$5000 to \$6000 for resale of the unit. A new tanker would cost more than \$400,000.

In response to Jennifer Roux's question, the Chief confirmed that the two Capital Accounts, the Apparatus Account, #8000, and the Equipment Account, #7000 are where the money should come from. Ed Walsh informed the Board that he spoke with the Treasurer regarding the Fire Chief's request and she confirmed that the money is available and could be used for this purchase. He also stated that the Warrant and Finance Committee should review the request and make a recommendation.

Consensus of the Board was to set up a meeting with the Warrant and Finance Committee and the Fire Chief for consideration.

#### 4. OLD BUSINESS:

- A. Library Walkway Bids:** Mrs. Roux reminded the Board that Tom Drummey submitted the only bid that was received for this project. The insurance and references have been checked.

Moved by Bill Shields, seconded by Elise Miller, to accept the quote submitted by Tom Drummey, dba Brick, Block and Rock, to replace the existing wood ramp and steps with concrete product to include planters in front; the material to match existing hardscape for \$5775. The motion passed 3-0.

- B. Fire Station Roof Bids:** Mrs. Roux reported that she and Ken Paul have met but have not finished working on comparing the two bids, checking references and confirming insurances and there are still some questions to be researched. She requested that consideration of this bid be tabled to the next meeting.

#### 5. NEW BUSINESS:

- A. Exit Interview, Auditor:** Ed Walsh reported that the Board met with the Auditor and that the numbers look good: the undesignated fund balance as of the time of the audit was \$1,699,000, \$250,000 of which was voted at the Annual Town Meeting to move forward to offset taxes. He noted that the Auditor stressed the importance of retaining money equal to three months' bills. The projected income versus the expected expenses looks promising, perhaps with a little extra money that could be available for the Undesignated Funds Account. Mr. Walsh stated that based on what the Auditor reported to them, the Town is in good shape. He noted that the Treasurer, Michelle Rumney and the Tax Collector, Jennifer Roux, have done an outstanding job of managing the Town's affairs.

Mrs. Roux informed the Board, that once the audit is completely finished, he has offered to make a public presentation and offer a breakdown of the accounts at a public meeting with members of the Warrant and Finance Committee present. She will schedule that later in the Fall.

- B. 2016-2017 Winter Sand:** Mrs. Roux provided a draft of the sealed bid request for 3/8 inch screened winter sand. The bid is for less sand this year than last based on the mild winter and the fact that the Town has some stock left. There are two bids requested: one for an estimated 1500 to 2000 yards delivered and another for an estimated 1500 to 2000 yards picked up. Both Road Commissioners concurred with the figures. The Chairman read the proposed bid request:

*"The Town of Acton Sealed Bid Invitation: The Town of Acton is soliciting bids for 3/8 inch screened winter sand. The Town is requesting two bids and said bid must be completed on the form below and returned to the Acton Town Hall, sealed, no later than 4:00 p.m. on Wednesday, October 12, to the Town of Acton Sealed Bid, Attention Town Administrator, 35 H Road, Acton Road."*

Consensus of the Board was to send the bid out as written.

**C. Old Sand/Salt Building:** Mrs. Roux conferred with both Road Commissions regarding the disposition of the building. They felt there are a few projects that should be completed before requesting bids for the demolition of the building. Consensus of the Board was to meet with the Road Commissioners to discuss proceeding with these projects and determining how the bid process will be handled.

**D. Sanborn/Nason Road Cemetery:** The Chairman read the notice:

*“Acton / Shapleigh Historical Society invites you to help us clean up the Sanborn / Nason Road Cemetery on Saturday, September 17, 2016 from 9:00 to 12:00. The Cemetery is located directly across from 118 Garvin Road in Acton. The Cemetery has three Veterans in it including two from the Civil War.”*

**E. Emery Mills Dam:** The Chairman stated that the Town is a one-third owner of the dam which has a substantial leak that needs to be addressed. The Coalition has been meeting and an engineering firm has studied the problem. They have another option so there is a meeting on September 14<sup>th</sup> at 8:00am for Coalition members to consider spending \$3,000 from both Shapleigh and Acton and \$6,000 from Sanford to hire a dive team to do the repairs. Bill Shields will attend the meeting and report back to the Board.

Mrs. Roux noted that Article 14 approved at the Annual Town meeting authorizes the Board to appropriate and expend money from the End of Year Fund Balance for purchases of equipment or to use as they deem advisable to meet unexpected expenses as emergencies occur during the 2016 / 2017 fiscal year up to \$15,000.

Moved by Bill Shields, seconded by Elise Miller, to expend up to \$3,000 for the repairs to the Emery Mills Dam as stated above. The motion passed 3-0.

**7. PUBLIC COMMENT:** None

**8. ANNOUNCEMENTS:**

- A. Volunteers Needed for Recreation, Cemetery and Road Committee
- B. General Assistance Public Hearing - Sept 20
- C. Flu Shots September 26
- D. Town Report Letters Due September 30
- E. Fire Department Open House on Saturday, October 8
- F. Story and Activity Hour for Infants to Preschool on Friday, September 23<sup>rd</sup>
- G. Library Table at the Apple Fest on Saturday, September 24<sup>th</sup>
- I. The Library Hours will Change on October 1, the hours are listed on the Website

**9. MEMBERS PRESENT:** Ed Walsh, Bill Shields, Elise Miller

**10. OTHERS PRESENT:** Jen Roux, Steve Johnson, Tom Cashin