

TOWN OF ACTON SELECT BOARD MEETING

October 25, 2023

6:00pm

MINUTES

1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

Winchell, Jr. called the meeting to order.

2. WARRANTS/BILLS

Signed

3. APPROVAL OF AGENDA

Winchell suggested moving the Town Administrator Weekly update to after Liaison Updates.

Walsh made a motion to approve the agenda as changed; seconded by Norwood. All in favor. Motion carried.

4. MINUTES OF LAST MEETING

Walsh made a motion to approve the minutes from October 18, 2023; seconded by Norwood. All in favor. Motion carried.

5. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES

William Langley, Road Commissioner

Sand/salt has been received and is being put up this week. This should be complete by the end of the week.

Langley spoke with the West Shore Drive contractor and was told the work is complete and received the okay to open the road back up. They are cleaning up currently. Langley plans to reopen in the morning.

Winchell, Jr. wanted to express thanks to Mr. Roy and Mr. Kittredge for working with the Town.

Mike Corey, APAT

During school dismissal cars are backed up and it turns into a single lane road at Milton Mills Bridge, and it is not safe. Corey suggested reaching out to the DOT during the expansion of Route 109.

Regarding APAT, there was a car accident which took place last week causing internet issues. Once the service was back up and running there was an issue in the head unit. This has been resolved.

6. TOWN ADMINISTRATOR WEEKLY UPDATE

A Workers Comp Audit will occur with Maine Municipal, tomorrow, Thursday, October 26

Next Tuesday there will be a General Assistance Audit with the State of Maine. We have not had an audit in the last five years.

7. LIAISON UPDATES

McGurty: Warrant & Finance / Town Finances, APAT, Cemetery

Warrant & Finance held their first meeting and elected officers this week. A formal, written request was made from the Vice-Chair requesting the quarterly report from the accountants.

McGurty suggested posting the quarterly report on the website to keep the community informed. Roux added posting with the notes from the Treasurer.

McGurty advised he was unable to attend the first cemetery committee meeting and questioned when the next was scheduled. Roux indicated it will be in December and a request for information on the interest accounts has gone to confirm which cemeteries the town maintains.

McGurty also attended a Dam Coalition meeting – preliminary budget was reviewed for the upcoming year.

Walsh: Roads & Road Committee, Fire Department, Transfer Station

n/a

Norwood: School Department, Capital Improvement, Conservation / Forest

Norwood confirmed next Thursday, November 2nd, is the ALICE forum at the school for those interested in attending.

Due to a lack of interest in the Conservation/Forestry Committee, discussions have started on how to proceed. Roux stated the Select Board needs to begin thinking of what the Town should do. It is an elected committee and there has been no interest in the postings that have been up for the last couple of months. There is a potential for dissolution with no interest or decreasing the number of committee members.

Winchell: Code Enforcement / Planning Board, Recreation Committee, Mary Grant

Winchell, Jr. will be reaching out to the Recreation Committee Chair to discuss the parking lot.

A potential candidate met with Winchell, Jr. regarding interest in joining the Mary Grant Committee.

8. OLD BUSINESS

A. Traffic Detail

Roux has been in communication with the Sheriff and received a response regarding the traffic detail and wanted to talk about Newfield and speaking with other members of City Council. Roux expressed appreciation regarding other topics, however, the town is interested in numbers for the potential additional detail only at this time.

B. Ordinance: Moorings in Waterways, Drafts to Review

Roux provided packets with Ordinances from other towns for the Select Board to review.

9. NEW BUSINESS

A. Abatements & Supplements

223-006 – Denise Pepin: An abatement was filed for a home on an abutting lot that was taxed to her property. The building value has been removed from the property: a \$239,000 valuation equaling \$1544 in taxes.

A Supplemental tax bill was created for Issac Pepin: this home was added to his lot, which is the correct placement.

Alison Purvis – taxes were committed to Purvis; however, she sold the property prior to April 1st. Her valuation was zeroed out and taxes are being sent to Thomas and Gloria Willey.

McGurty made a motion to approve tax abatement for Denise Pepin Revocable Trust in the amount of \$1,544 and Alison Purvis in the amount of \$4,785; seconded by Walsh. All in favor. Motion carried.

McGurty made a motion to approve supplemental commitments to Issac Pepin in the amount of \$1,465 and Thomas and Gloria Willy in the amount of \$3,763; seconded by Norwood. All in favor. Motion carried.

McGurty indicated that questions about valuations came up in the Warrant & Finance Committee meeting and McGurty wanted to verify if the process for review has come and gone or if it is still open. Roux advised that any questions regarding valuation and taxes should go to the Tax Collector. There is still an abatement process available to address concerns.

B. Freedom of Information Request

A request was received from Shaheen and Gordon, P.A. care of William Baker: requesting all planning board meeting minutes from 2004-2005, pertaining to the Loon Ridge Subdivision at Youngs Ridge Road and Priscilla Lane: tax map 138, lot 008.

A response was sent that this was received and a potential cost. The request and response will be posted on the website once completed.

C. Zoning Ordinance Book Fee

Roux noted that the Zoning Ordinance Book Fee is not on the COE fee schedule: it has been discussed in previous years.

The document is 112 pages: per current policy, copies are \$0.50 per page. This brings the cost based on pages to \$28. There are three colored maps: per current policy, colored maps are \$1 per page. This brings the current price to \$31. The book has special card stock paper, with a clear sheet and a binding. The recommendation is \$35 for the book fee. The document is also available for free on the town's website for download and print.

Walsh made a motion to set the Zoning Ordinance Book Fee at \$35; seconded by Norwood.

Winchell, Jr. opened the book fee for discussion – no comment.

All in favor. Motion carried.

D. Executive Session - Personnel Issue 405 6.A.-1

Walsh made a motion to go into Executive Session 405 6.A.-1; seconded by Norwood. All in favor. Motion carried.

Norwood made a motion to come out of Executive Session 405 6.A.-1 at 6:50pm; seconded by Walsh. All in favor. Motion carried.

E. Executive Session - Personnel Issue 405 6.A.-1

Walsh made a motion to go into Executive Session 405 6.A. – 1 at 6:51pm; seconded by Norwood. All in favor. Motion carried.

Walsh made a motion to come out of Executive Session 405 6.A. – 1 at 7:18pm; seconded by Norwood. All in favor. Motion carried.

F. Appointments

Winchell, Jr. indicated that the Executive Session included discussion of extending the temporary appointment of Road Commission for William Langley.

McGurty made a motion to appoint William Langley as the Road Commissioner for District Two effective October 25, 2023 – June 30, 2024; seconded by Walsh. All in favor. Motion carried.

Winchell, Jr. made a motion to appoint Marsha Wye to the Mary Grant Committee until June 30, 2024; seconded by Walsh. All in favor. Motion carried.

10. PUBLIC COMMENT

Joyce Bakshi

The new Welcome to Acton sign looks fantastic and a big thank you to those that contributed to and completed the new sign. Also, the new culvert came out great as well.

Brandon Johnson

Expressed concerns with the Front Street posting for private passenger vehicles only: there is a company that uses it as a throughway off Milton Mills Road into New Hampshire. He spoke with the company and advised them they should be using County Road, and they continue to use Front Street.

Winchell, Jr. confirmed the road was posted due the to turn radius and not being safe. McGurty questioned if it is one company or multiple. Johnson indicated one company. Walsh will reach out as the Road Liaison. Winchell, Jr. advised that the Select Board can make phone calls and if the problem persists to come back to advise the Select Board.

11. PENDING

- A. Speed Trailer
- B. General Assistance Public Hearing 11/1/23 6:00pm
- C. Facility Assessment / Old Gym Public Hearing 11/8/23 6:00pm
- D. Lawn Care Bids - 11/15/2023 Deadline
- E. Mark Roy Budget Discussions 11/15/2023

McGurty made a motion to adjourn the meeting; seconded by Walsh. All in favor. Motion carried.

12. ANNOUNCEMENTS

On Website

13. MEMBERS PRESENT: Select Board Chair, David Winchell, Jr., Select Board Members, Tom McGurty, Ed Walsh, and Daniel Norwood, Town Administrator, Jennifer Roux

14. ATTENDANCE: William Langley, Mike Corey, Joyce Bakshi, Joe Ruma, Adam Brock, Robin Ham, Brandon Johnson