

TOWN OF ACTON SELECT BOARD MEETING

March 20, 2024

6:00pm

1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

Winchell, Jr. Called the meeting to order.

2. WARRANTS/BILLS

Signed.

3. APPROVAL OF AGENDA

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

4. MINUTES OF LAST MEETING

Norwood made a motion to approve the minutes from March 6; seconded by Walsh. All in favor. Motion carried.

5. TOWN ADMINISTRATOR WEEKLY UPDATE

Roux presented the Select Board a draft of a 5x7 post card for the mailing for the Town Meeting for review.

Robin Ham addressed “Fuel at Boonies” under a Road Commissioner Warrant Article: Boonies will be closing at the end of the Month. There is a potential sale, but the Warrant needs to be signed. McGurty questioned if the wording could be changed on the floor. Roux confirmed. Roux will confirm the closing and if the wording/company name needs to be changed on the floor at Town Meeting.

6. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES

n/a

7. LIAISON UPDATES

McGurty: Municipal Management / Warrant & Finance, APAT, Cemetery

McGurty completed an interview with a potential candidate for the Director of Finance position. McGurty has also been putting together some information for Town Meeting to explain what is happening with the tax rate.

Walsh: Fire Department, Transfer Station, Lincoln School

n/a

Norwood: School Department, Conservation / Forest, Mary Grant

n/a

Winchell: Roads & Road Committee, Recreation Committee

Winchell, Jr. announced there will be a workshop with Sebago Tech. at next week's meeting regarding the Road Assessment and the Transfer Station.

8. OLD BUSINESS

n/a

9. NEW BUSINESS

A. Resignation

Roux advised a resignation was received on March 15 from Phil Caruso, Warrant and Finance Committee Member, effective March 20.

Walsh made a motion to accept the resignation with regret; seconded by Norwood. All in favor. Motion carried.

B. Appointment

With the resignation from the Warrant and Finance Committee, the warrant indicates that when a regular member resigns (or the seat becomes vacant) the Alternate member, with the same expiration date, would be moved up. Charlie Hydek will be moved from Alternate to regular member. Joyce Bakshi advised Hydek can't be a regular member. Roux advised the Warrant specifically indicates the order of the appointment, in the case of resignation. If Hydek should choose not to run for a regular member seat at the upcoming election, that will be fine. Roux attempted to reach Hydek to discuss the changes but was unable to reach him by phone.

Norwood made a motion to appoint Charlie Hydek to the Warrant and Finance Committee as a regular member; seconded by Walsh. All in favor. Motion carried. Appointment signed.

C. FOI Policy Update

Roux provided a FOI Policy update: this is a first read. Roux asked the Town's attorney to review the FOI Policy to address the State Statute to reference the rate the town charges for FOI requests. This will be further reviewed at next week's meeting.

D. Sign Warrant

The only change was made to Article 2: Warrant and Finance due to the resignation and appointment from the committee in prior weeks.

McGurty made a motion to approve the Warrant as presented; seconded by Walsh. All in favor. Motion carried. Signed.

E. Safety Grant

The Fire Department has applied for the Ed McDonald Safety Management Grant for the last few years. The Fire Department is eligible for up to \$3,000. The FD is looking for cold-water-emergent suits, throw ropes and life vests, which are items listed in the budget. If the grant is provided

10. PUBLIC COMMENT

Rollin Waterhouse: addressed additional questions regarding the interviews for the Finance Director position. McGurty advised there is not a new hire yet. Waterhouse asked with the appointment of an Interim Treasurer, why the Treasurer position hasn't been posted yet. McGurty advised the Town is assessing the financial position roles within the town to make the best decision moving forward. Winchell, Jr. continued, the Finance Director position was posted prior to the resignation of the Treasurer and the town is looking to hire someone for that position.

Gary Rideout: Questioned why not advertise for a Town Manager. Winchell, Jr. advised that Roux, as the Town Administrator, does the job of the Town Manager, under a different title.

Rideout asked about the process for joining the Warrant and Finance Committee. Winchell, Jr. advised to show up to Town Meeting, Article 2 and Article 3, address the Warrant and Finance Committee. Nominations are made at the meeting and secret ballots are placed.

Steve Buyck: addressed the zoning ordinance regarding the burial of animals. He was unable to attend the prior meeting addressing the ordinance and continued, indicating he had been dealing with this issue for a while. Winchell, Jr. believes this is a civil matter. McGurty suggested attending the Town Meeting to address the issue. Norwood indicated the ordinance was too broad and vague.

Roux announced that the Town Reports are in and will be available to pick up starting tomorrow morning.

Norwood expressed thanks to Neighbors Helping Neighbors for the first bean supper. He heard lots of great feedback.

Winchell, Jr. and Roux completed second-round interviews with candidates for the Deputy Clerk position and are ready to make an offer.

Winchell, Jr. made a motion to go into negotiations with Candidate A; seconded by McGurty. All in favor. Motion carried.

11. PENDING

Norwood made a motion to adjourn the meeting at 6:37pm; seconded by Walsh. All in favor. Motion carried.

12. ANNOUNCEMENTS

On Website

13. MEMBERS PRESENT: David Winchell, Jr., Tom McGurty, Ed Walsh, Daniel Norwood, Jennifer Roux

14. ATTENDANCE: Rollin Waterhouse, Gary Rideout, Steve Buyck