

TOWN OF ACTON SELECT BOARD MEETING

August 7, 2024

5:30pm

1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

2. EXECUTIVE SESSION TITLE 405 6 E – CONSULT WITH LEGAL COUNSEL

Winchell made a motion to go into Executive Session M.R.S.A. 405 6 E – Consult with Legal Counsel at 5:30 pm; seconded by Norwood. All in favor, Motion carried.

Norwood made a motion to come out of Executive Session M.R.S.A. 405 6 E – Consult with Legal Counsel at 6:02 pm; seconded by Denekamp. All in favor, Motion carried.

3. WARRANTS/BILLS - Signed

4. APPROVAL OF AGENDA

Walsh made a motion to approve the agenda for August 7; seconded by Denekamp. All in favor. Motion carried.

5. MINUTES OF LAST MEETING - Tabled

6. TOWN ADMINISTRATOR WEEKLY UPDATE

- A. Received a letter from the Congregational Church approving the work to be done on the memorial grounds.
- B. Representative of Southern Maine Agency on Aging stopped in with informational brochures for anyone who wants to look at their services and indicated they wanted to be more involved with Acton.
- C. Gave the Select Board the monthly's Sherriff's report and update for July.

7. LIASION UPDATE

McGurty: Municipal Finance, Warrant & Finance Committee, APAT

- Auditors are in process of doing their work; Jennifer and Lauren have been working hard on providing items requested.
- Met with APAT candidate.

Walsh: Transfer Station, Mary Grant Committee, Animal Control Officer

- Animal Control is moving forward with learning the job.
- Police Department review - meeting set up for Tuesday with the local Police Department to discuss this and would like to take Denekamp with him to the meeting. The Board agreed.

Norwood: Fire Department, Recreation Committee, Conservation Forest Committee

- Recreation Committee – Fielding question about open position. Still looking for members to join the committee.
- Conservation/Forest Committee – met last night. Committee Chair is here to provide an update.

Denekamp: School Department, Planning Board/Land Use, Cemetery Committee

- Cemetery Committee – email received asking if cemeterys could be added to the town maps. Town Administrator looking into a layer option with Cartographers and the costs associated.

Winchell Jr.: Roads & Road Committee, Municipal Grounds

- Municipal Grounds – McGurty gave an update on the town landscaping and beautification. Received a good reference for a landscape contractor and McGurty met with him to review the site. The contractor quoted \$1,500 for plan development with 3 change options. The contractor was engaged to do the plan will take a few weeks; the actual work will need to go out to bid on the selected project.
- Asked if the Sherrif was doing the extra 4 blocks? Town Administrator responded that the Sherrif's Department was happy to do them; all should meet to discuss where.

Town Administrator

- Regarding Animal Control, Shapleigh asked if Brandon could be their Deputy and cover their Officer when out of Town; Brandon agreed to an hourly rate and milage and will be appointed as their Deputy. Discussion on whether he would want to do the same should be in the future. Note – What we don't want is for Shapleigh calling Acton if no one is available because both numbers are published. This should be on a predetermined as need basis.

8. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES

A. Forest / Conservation Committee

Mike Benjamin, Peacock Road, Wilson Lake approached the Board to recap the previous night's meeting. The Committee had two items to bring to the Board's attention. The first was the Conservation/Forest Committee Ordinance.

Town Administrator indicated the Board just received in packet and generally takes a week to review and places item back on the agenda the following week for their comments.

Mr. Benjamin recapped that the this ordinance generally follows the road ordinance format without any regulatory power but a Board that recommends things to the Board.

The second item discussed was a parcel of land for sale next to the Wilson Lake boat launch. The Committee decided to bring this item to the Board and urge the Board to take some action and take a look at this because it impacts the boat launch. The recommendation is based on the goals and mission statement of the Committee.

This piece of land is adjacent to the boat launch; the survey corner pin is in the lane of the boat launch. It could possibly create problems down the road. If the boat launch can't be used by the public, the state will stop restocking; swimming, fishing and boating will be impacted. Also the elimination of roadside parking will deter visits and people will go elsewhere.

The Board is interested and will review and appreciate the information the Committee has provided; may have to go to a special Town Meeting. McGurty asked about the Committee's goals related to this interest in the boat launch. The goals are both specific and general and the hope is they will be made available on the Town website.

Norwood (Committee Liaison) wanted to recognize the work the Committee has done.

B. Road Commissioner

Will Langley, Road Commissioner updated the Board on the work done:

- Langley Shores projects have been finished.
- The hill going up on Langley Shores was also completed; there's still a little ditching to be done.
- Fixed the bridge on Sanborn Road.
- Getting ready to start the H Road on Monday – Special paving project.
- Met 2 weeks ago with FEMA about April snow storm and monies requested. Filling out paperwork to submit and expect two or more meetings before monies will be received.

9. OLD BUSINESS

10. NEW BUSINESS

A. Gorrill Palmer Engineering Company

McGurty explained that Gorrill Palmer was invited to come and talk about what their approach was for the assessment of roads and to have an understanding of what the long term obligations were for maintaining roads and that there was a systematic way of making sure those monies are put aside and doesn't strain taxes. Items to be considered are: how much money to put aside, the priorities in terms of what roads should be addressed, how they should be addressed – should they be reclaimed or use a different process.

Mr. Will Haskell introduced himself and gave some background of his role at Gorrill Palmer. Mr. Haskell explained Gorrill Palmer has been doing pavement condition studies throughout the state for a number of years.

There are several different options for doing pavement condition studies. There is RSMS (basic package) or Micro Paver (a little more rigorous on the back end). These programs help determine

the road conditions and predict how the roads will last. The Paver software give a index value for the roads 100 = new road; 0 = failed. Determining the road condition will allow the best treatment for that road at that time. Treatments start with preservation and moves up the scale. The study promotes pavement management; a focus on roads that haven't failed yet and pavement preservation is what is the priority.

Norwood asked about the cost impact since we already own the softwatre package. Response was minimal.

Discussion ensued regarding DOT data, gathering data, data collection and reports. DOT has already loaded the file the town needs and reports have been done. Gorrill Palmer described their program of using a hybrid version between PAVER and RSMS whereas they measure the types of cracks and the length of cracks but also stops and actually looks at the roads for an indepth look and then puts it into the software to get the assessment. Costs are calculated and assigned to each road to be done over 5 years. Packets were left to review.

B. Rowe Bridge

Will Langley updated the Select Board about the contents received in the bridge report and from the state regarding the issues with the bridge to be addressed; this included railings, side walls, bottom and under the bridge. Langley contacted state recommended contractor about doing the work and the cost was estimated at \$55,000. Bridge can remain open while repairs are done.

McGurty indicated he was interested in the lifetime of the bridge is. Discussion ensued. Select Board will revisit after review of bridge report, cost estimate and Mr. Bean's estimate to replace.

C. Tree Services

This time of year the contractors for tree service are very busy. With CTI being busy, Langley was looking for permission to bring in All Road in when needed; Select Board agreed.

D. Sebago Techniques Parking Lot

The Town Administrator presented the Sebago Techniques quote. The survey was \$7500 plus \$1,800 for a subsurface utility location. Select Board discussed need for subsurface location and decided it was not necessary.

Winchell made a motion to accept the Sebago Techniques quote of \$7500 only to do the survey for the Town Hall complex; seconded by Walsh. All in favor. Motion carried.

E. Skid Steer Bid

The Town Administrator presented the first reading of the Transfer Station Skid Steer bid. The Select Board added 8-foot snow pusher to the list of specifications. Discussion ensued comparing new to used and how to choose between.

F. Brush Removal Bid

The Town Administrator presented the first reading of the chipping and brush removal bid.

G. Resignation – Rec Director

McGurty made a motion to accept the resignation of the Rec Director, Samantha Singelton; seconded by Norwood. All in favor. Motion carried.

H. Job Posting

Rec Director job posting was reviewed. Discussion ensued. Select Board asked that the need for references be removed.

Town Administrator thanked Jon and Hope Denekamp for stepping up and take over the soccer season with no compensation; appreciated all volunteers coming forward as well.

I. Executive Session M.R.S.A. 405 6 A 1 – Personnel

Norwood made a motion to go into Executive Session M.R.S.A. 405 6 1 – Personnel at 7:21 pm; seconded by Walsh. All in favor. Motion carried.

Norwood made a motion to come out of Executive Session M.R.S.A. 405 6 1 – Personnel at 7:31 pm; seconded by Walsh. All in favor, Motion carried.

J. Director of Technology

McGurty made a motion to combine the APAT Director, the Website Maintenance, and IT Support functions into a single position entitled Director of Technology; seconded by Norwood. All in favor, Motion carried.

McGurty made a motion to appoint Dan Krampetz as the Director of Technology effective immediately; seconded by Norwood. All in favor, Motion carried.

11. **PUBLIC COMMENT**

Joyce Bakshi notified the Board that there was going to be a barn yard bash on Goose Pond Road at the hanted house location and parking was an issue. She was wondering if that was a mass gathering. The town was not asked, but aware, and this has happened for several years with no complaints.

Joyce also notified that a young man who was home alone had an accident with a welding tool and panic. In his panic he ran into the road and stopped a car. Wayne Ham was driving the car that was stopped and assisted the man with first aid and is recovering in the hospital. Expressed appreciation.

12. **PENDING**

13. **MEMBERS PRESENT: David Winchell Jr., Tom McGurty, Daniel Norwood, Ed Walsh, Jon Denekamp and Town Administrator Jennifer Roux**

14. ATTENDANCE: Joyce Bakshi, Gail Boisvert, Jay Ward, Will Langley, Charlie Hydek, Joe Ruma and Will Haskill

Norwood made a motion to adjourn at 7:38 pm; seconded by Walsh. All in favor. Motion carried.