

TOWN OF ACTON SELECT BOARD MEETING

September 18, 2024

6:00pm

1. **CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE**

2. **WARRANTS/BILLS - Signed**

3. **APPROVAL OF AGENDA**

Walsh made a motion to approve the agenda for September 18, 2024; Denekamp seconded. All in favor. Motion carried.

4. **MINUTES OF LAST MEETING**

Norwood made a motion to approve the minutes for September 4, 2024; Denekamp seconded. All in favor. Motion carried.

5. **TOWN ADMINISTRATOR WEEKLY UPDATE**

- Road Committee is meeting on Tuesday, September 24, 2024 and they have two article 43 requests in front of them to review (Eagle Road and Lakeside). There is about \$4,500 left in the account. Both requests are for \$3,000. One of the roads is hoping they can split the funds.
- Sebago Tech has started surveys; will report results when received.
- There will be a General Assistance Public Hearing scheduled regarding minimums and maximums; required every October. Looking to schedule in the next two weeks.
- Attended a Voter Registration and Title 21A training last week for the upcoming election.
- Brush removal has started at the Transfer Station; expect to be done early next week.

6. **LIASION UPDATE**

McGurty: Municipal Finance, Warrant & Finance Committee, APAT

- Met with the auditors who are here doing field work. They are expected to be here for three days. Staff was provided with lists of items the auditors wanted; those items have been provided. Auditors now have all the material requested; everything looks to be in good shape. No issues expected.

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

- Mary Grant's met Sept. 7th and has scheduled the Pumpkin carving event on October 5th. Hoping for a good turnout; there will be a truckload of pumpkins.

Norwood: Fire Department, Recreation Committee, Conservation Forest Committee

- Worked with the Forestry Committee and Dan Krampetz to get all their information up on the town website. Attended meeting on Sept. 10th talking about things going to be worked on. Interviewed a potential new committee member; will be later on agenda under appointments.
- Reached out to some potential candidates for the Rec Director position. Attended the first week of soccer practices to help out with uniforms and to answer questions or concerns. Attended the competitive cheer night with Coach Raymond. Hope and Jon Denekamp have done an amazing job getting everything organized and ready. Sent reminders to committee members not sworn in to come in and get sworn in.

- Reached out to Fire Chief Ham as a check-in.
- Worked on website updates for Conservation committee.

Winchell Jr.: Roads & Road Committee, Municipal Grounds

- Road Committee meets next week on September 24th.

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

- Attended the School Department's first meeting last Thursday. Met the new Principal, new members of the school (three teachers and IT employee).
- The Planning Board meets tomorrow.
- Cemetery Committee hasn't met yet, but met with a potential new member.

7. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES

A. Robin Ham, Transfer Station

- Chipper contractor arrived yesterday afternoon and have more than half of the work done; expect to be out of the facility by Monday or Tuesday morning at the latest.
- Updated the Board about the revenue the Transfer Station brought in from 7/1/2020 to 9/5/2024 was \$151,861.65 in recycling and metal. This averages to about \$1,000 per week.

8. OLD BUSINESS

- Skid Steer Bid

Town Administrator recapped that all bids were received, reviewed and the Select Board went out to low bidders to see equipment and try it out. Walsh indicated that they were happy with what they saw at M.B. Tractor and Ham was okay with the Select Board's choice. M.B. Tractor's bid was \$53,319.00. A lot of things were taken into consideration. One being, the equipment was very easy to maintain and accessible. The door was similar to an excavator and is easy to get out of if running or not; a good feature for the Transfer Station. The quick disconnects were slick. Liked the simplicity of the equipment. Only downside was the need for a camera; Walsh negotiated for a camera. Discussion followed regarding camera, door, features and safety.

Walsh made a motion to award the skid steer bid to MB Tractor, Model 75 for the quoted amount plus the camera amount of \$500; Winchell seconded. All in favor. So moved.

Funding needs to be addressed. Discussion ensued regarding town meeting or ballot. If a special town meeting Winchell asked if it could be done prior to a Select Board meeting. Warrant and Finance will also need to be notified. The Town Administrator will put together a timeline and report back to the Select Board.

9. NEW BUSINESS

A. Appointments

McGurty made a motion to appoint James Chadbourne to the Conservation Forest Committee until 6/30/25; Walsh seconded. All in favor. Motion carried.

McGurty made a motion to appoint Wayne Michaud to the Cemetery Committee until 6/30/25; Walsh seconded. All in favor. Motion carried.

B. Cascade Air System

The Fire Department received a new system; the old one was being put out for bid.

McGurty made a motion to approve putting out the Cascade Air System (4-bottle storage) to request bids for the sale of the item; Norwood seconded. All in favor. Motion carried.

C. EMA Resignation

Norwood made a motion to accept the EMA Director's resignation; McGurty seconded. All in favor. Motion carried.

D. FOI Requests

The Town Administrator received two Freedom of Information requests. The first one, dated Sept. 5, 2024 was for information surrounding a fire incident that happened on or around August 23rd at 328 East Shore Drive; request was sent to both Town Administrator and Fire Chief. Fire Chief responded that there was no fire at that address on that day. The second request was asking for all the animal complaints filed for 284 Goose Pond Road.

E. 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 A 1 – Personnel at 6:23 pm; Walsh seconded. All in favor. Motion carried.

Norwood made a motion to come out of Executive Session M.R.S.A. 405 6 A 1 – Personnel at 7:14 pm; Walsh seconded. All in favor. Motion carried.

10. PENDING

A. Sand Bid – 09/25/24

11. PUBLIC COMMENT

n/a

12. MEMBERS PRESENT - David Winchell, Jr., Tom McGurty, Ed Walsh, Daniel Norwood, Jon Denekamp and Jennifer Roux.

13. ATTENDANCE – Robin Ham, Wayne Ham, Joe Ruma and Colby Vezina

Norwood made a motion to adjourn at 7:15 pm; seconded by Walsh. All in favor. Motion carried.