

**Shapleigh Board of Selectmen**  
**Minutes of Meeting – Time 6:00 pm**  
**August 4, 2020**

**Call to Order**

Chairman Jennifer J. Roux called the meeting to order at 6:00 pm with Scott E. Cudworth and William J. Mageary in attendance. Karla Bergeron, Town Administrator and Cheryl Drisko, Office Assistant were also in attendance.

**In Attendance:** Roland Legere, Duffy Gold, Jeff Goodwin and Steve Guillemette.

**Pledge of Allegiance** was recited.

**Approval of minutes from previous meeting:**

A motion was made by Scott E. Cudworth to approve the minutes of July 28, 2020; seconded by William J. Mageary. All in favor. Motion carried.

**Public Comment:** None

**Unfinished Business:**

**1. CIC Emery Bridge - Bid discussion**

The Board of Selectmen had an introductory workshop meeting via Zoom with Milone & MacBroom.

A motion was made by Scott E. Cudworth to award the engineering contract to Milone & MacBroom for \$59,700 with anything above that amount to come before the Board of Selectmen for discussion; seconded by William J. Mageary. All in favor.

The Board signed the commitment letter.

**2. PSB Pavement Discussion Labor, Equipment and Truck Expenses**

The Town Administrator updated the Board of Selectmen that the proposed scope of work to be done on the pavement at the Public Safety Building by Rescue members and the Southern Road Commissioner changed. Discussion ensued. The Town Administrator recommended the Southern Road Commissioner do the pavement section when he is paving roads.

A motion was made by William J. Mageary to assign the Southern Road Commissioner to do when in the area paving roads; seconded by Scott E. Cudworth. All in favor. So moved.

**3. Atlantic Broadband Contract**

The Town Administrator informed the Board of Selectmen that legal counsel reviewed the Board's inquiries; response was there was no benefit to changing the terms of the contract only renegotiating fee. Selectman Mageary was opposed to signing the contract. Discussion ensued. The Board was unclear on the consequences of not signing; a Zoom meeting will be set up with a company representative to clarify. Item will be readdressed on next week's agenda.

**4. Review of Town Policies Continued - Tabled.**

**5. Frank Clark Escrow Agreement for Gravel Pit**

The Board of Selectmen reviewed the Escrow Agreement for Frank Clark's Gravel Pit. Selectman Mageary noted a few discrepancies in the Planning Board minutes. Discussion ensued. The Town Administrator indicated that Mr. Clark has formally formed an LLC and that she had a copy of the \$20,000 deposit slip.

A motion was made by William J. Mageary to sign the Escrow Agreement per the Planning Board's recommendation for Frank Clark in reference to his Gravel Pit ; seconded by Scott E. Cudworth. All in favor.

## **6. Shapleigh Fire Department By Laws/Review**

The Board was presented a copy of the Fire Department's By Laws with edits and changes to review. Due to the weather, the Fire Chief was called away. The Board tabled until next week when they can discuss with the Fire Chief.

## **7. Town Beach**

Selectman Mageary asked where the Portable Potties were located at the Town Beach. Response, the portable potties will not be used.; bathrooms will be open and cleaned.

## **8. Soft Shoulders**

Selectman Cudworth commended Northern Road Commissioner on his soft shoulder work.

## **9. Review of Bills to Sign**

- **Shapleigh Rescue - SW Plant Bulb** - the Board asked for a purchase explanation for next week.
- **Northstar, LLC** - Selectman Mageary missed and signed.
- **C&D Landscaping** - discussion ensued regarding the work schedules and invoice charges for mowing and weed whacking of the soccer and baseball fields; Town Hall and Commons work invoiced but not completed. The Board will hold this invoice until next week and discuss with C&D Landscaping. Recommendation is not to put work charges on invoice until work is 100% completed.

### **New Business:**

#### **1. Shapleigh Library Granite Blocks -**

The Town Administrator presented pictures of two large granite blocks for the Board to review as the Library Trustees would like these blocks to be removed; allowing for the area to be flattened out. Inquiries on disposing of the blocks were also made; there are people interested in getting them. Discussion ensued. Selectman Mageary indicated the cement pad and large mound at the Library should also be considered for removal. The Board will consider options and discuss again next week.

#### **2. Library "Browse by Appointment" Plan**

The Library Board of Trustees presented to the Board for their information their plans for reopening the Library on August . The Board had no concerns.

#### **3. Town Administrator Request for Vacation Time**

A motion was made by William J. Mageary to grant the Town Administrator's request for vacation time; seconded by Scott E. Cudworth. All in favor. Motion carried.

#### **4. Independent Film Maker**

The Town Administrator informed the Board about an inquiry to make an independent film in Shapleigh using the local gravel pit area at the end of September. More details will be presented next week.

### **Information:**

- i. Planning Board Agenda
- ii. Library Reopening Plan

### **Signatures:**

- i. Warrants
- ii. Escrow Agreement

Any other business that the Chairman may wish to bring before the meeting.

**Adjourn :**

Motion made by Scott E. Cudworth to adjourn at 6:35 pm; seconded by William J. Mageary. Motion passed unanimously.

These minutes are not verbatim. Cheryl L. Drisko, Office Assistant.