

Shapleigh Board of Selectmen
Minutes of Meeting – Time 6:00 pm
January 7, 2020

Call to Order

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

In Attendance: Duffy Gold, Nancy Small, Bill Mageary, Roland Legere, Lindsey Lacourse, Jeff Goodwin and Aaron Sabine.

Pledge of Allegiance was recited.

Approval of minutes from previous meeting:

A motion was made by Jennifer J. Roux to approve minutes of December 19 and 30, 2019; seconded by Scott E. Cudworth. No further discussion. Motion carried.

Public Comment:

- Bill Mageary asked the Board of Selectmen if they were going to announce who received the Fire Chief position as he had not yet seen it posted. The Board replied Kevin Romano was appointed for sixty days. Bill then asked if there were any plans to honor Duane Romano for his years of service. He suggested annual report write-up or nomination for Spirit of America award.
- Roland Legere commented to the Board his continued concerns with trucks with heavy loads traveling on Goose Pond Road and the excess weight the bridge undergoes. Selectmen Jennifer J. Roux had mixed feelings on these issues between definitely not using this road if there is an overload issue and the daily use of those who are local businesses. This item is on the agenda for tonight and will be discussed at that time.
- Chairman Michael S. Perro asked Jeff Goodwin if there were any road concerns from the last snowstorm for either end of the Town. Jeff expressed there were none. Nancy Small spoke up and indicated that she had contacted the Road Commissioner, North and left him a message as her road was not plowed during that storm. The road is currently decently plowed and sanded. During discussions Mike Perro asked after the plowing on Granny Kent Road as he would like to keep an eye on it because it narrows very quickly if not attended to.

Unfinished Business:

1. CIC Committee Members

Duffy reported to the Board that there were three (3) CIC Committee members present this evening and the packet which was distributed to the Selectmen was a basis for a bid package with accompanying drawing of the bridge. This bid package was developed by revising the State's bid package and tailoring it to meet Shapleigh's needs. It was designed so that every bidder had the same list of items to cost out.

After briefly reviewing the packet, Selectmen Jennifer J. Roux indicated that all references to electronic submittal of bids should be removed. Written bids should either be hand delivered or mailed; this would reduce the extra administration burden from staff.

Chairman Michael S. Perro had a concern on one section of the packet whereas the list may not be comprehensive to the work needing done and thought that a statement might be added for additional components to be listed.

Duffy remarked the Committees' next steps was to send package to a list of potential bidders, place a notice in engineering publications and the legal section of the Portland paper. Selectmen Jennifer J. Roux will also provide a list of engineers being solicited for the Milton Mills bridge work.

Jeff Goodwin was asked by the Board regarding work related to easements. A discussion ensued regarding the raising of the bridge, telephone poles, driveways and easements impacted. Once an engineer is engaged there will be further discussions surrounding this aspect of the project.

The Board decided that they would like to review the bid package was finalized with the discussed changes made and before the package goes out to the bidders. The bidding period would be for one (1) month.

2. Transfer Station Disposal Fees

The Board of Selectmen received a notice from Simpson that fees for handling bulk waste was going up. The Board decided this

was a good time to review the current Transfer Station fees, especially for bulk, large material such as mattresses and couches. After a review of current fees, proposed changes, the amount of revenue in the account, and the aspect that the Board wants the residents to use the service and not dispose of bulky items elsewhere, they decided to keep the fees where they were.

3. Revision Energy Sign

The Town Administrator presented to the Board an example of the signage that Revision Energy was providing at no cost to the Town except for installation to be posted. Discussion ensued regarding size of signage and placement. It was decided to accept 3 signs and have them posted at the Transfer Station, Salt Shed and Town Hall. Revision Energy will also be contributing a letter for the town report.

4. Electrical Work at the Transfer Station

Selectmen Jennifer J. Roux asked if the electrical work at the Transfer Station had been completed. The Town Administrator confirmed that it had.

5. Signage on Owl's Nest Road

Selectmen Jennifer J. Roux asked if the signage work on Owl's Nest Road was completed. The Town Administrator confirmed that it was in the process of being completed. Selectmen Jennifer J. Roux asked this item remain on the agenda for next week so that it can be confirmed that the work was complete.

New Business:

1. 2020 Scholarships

The Board of Selectmen reviewed the list of 2020 Scholarship applications to be funded. There is more than enough money in the account to support. There have been no changes from last year. Process can move forward.

2. Certificate of Appointment, Conservation Commission, Carol Boothby

A motion was made by Jennifer J. Roux to appoint Carol Boothby to the Conservation Commission effective January 7, 2020 through April 30, 2025; seconded by Scott E. Cudworth. No further discussion. Motion carried.

Chairman Michael S. Perro commented that the Town's committee members should be reminded that when signing any item to please sign the full date, especially the year so that at a later time, the dates cannot be changed.

3. Audit Agreement

The Town Administrator presented the Audit Agreement to the Board noting that the Treasurer had thoroughly reviewed the document. Selectmen Jennifer J. Roux asked if the Board should consider going out to bid. The Town Administrator indicated the last time this item went out to bid, there was only one response. Discussion ensued regarding cost increase and the preaudit fees which are separate from audit fees.

A motion was made by Jennifer J. Roux to accept the Audit Agreement as presented for \$12,000; seconded by Scott E. Cudworth. All in favor.

4. Ordinance Restricting Vehicle Weight

The Town Administrator drafted a sample ordinance restricting vehicle weight and presented it to the Board noting that a public hear would be needed as well as being voted on at the March Town meeting. The Board as well as the Road Commissioners, Roland Legere and Bill Mageary will review the drafted ordinance and discussion will be tabled until next week.

5. Board moved into Executive Session Pursuant to 1 M.R.S.A. 405(6)(a) - Personnel Matter

A motion made by Jennifer J. Roux at 6:40 pm; seconded by Scott E. Cudworth to move in to Executive Session pursuant to 1 M.R.S.A. 405(6)(a) personnel matter. All in favor.

6. Board moved out of Executive Session Pursuant to 1 M.R.S.A. 405(6)(a) - Personnel Matter

A motion made by Jennifer J. Roux at 7:10 pm to come out of Executive Session pursuant to 1 M.R.S.A. 405(6)(a) personnel matter; seconded by Scott E. Cudworth. All in favor.

Information:

1. Conservation Commission Minutes
2. Budget Committee Agenda

Signatures:

1. Warrants
2. Certificate of Appointment
3. Audit Agreement

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

None

Adjourn –Motion made by Scott E. Cudworth to adjourn at 7:38 pm; seconded by Jennifer J. Roux. Motion passed unanimously.

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