

**Shapleigh Board of Selectmen
Minutes of Meeting – Time 6:00 pm
June 16, 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 in attendance.

In Attendance: Skip Bartosch and Jeff Goodwin

Pledge of Allegiance was recited.

Approval of minutes from previous meeting:

A motion was made by Scott E. Cudworth to approve the minutes of June 9, 2020 as written and verification of snow plowing bid motion; seconded by William J. Mageary. All in favor. Motion carried.

Public Comment: None

Unfinished Business:

1. Three Rivers Land Trust - Parking Lot

A motion was made by Scott E. Cudworth to table this agenda item until further information is brought before the Board by Three Rivers Land Trust; seconded by William J. Mageary. All in favor. Motion carried.

2. 2020 Paving Bid Review

The Board and Road Commissioners reviewed a comparison of all the 2020 Paving bidders. Discussion ensued regarding performance, experience and relationships.

A motion was made by Scott E. Cudworth to table until further notice and Northern Road Commissioner can be heard; seconded by William Mageary. Discussion ensued. Motion was withdrawn.

A motion was made by Scott E. Cudworth to award the Northern District paving contract to Allstate in the amount of \$179,804; seconded by William Mageary. All in favor. Motion carried. A copy of Allstate bid is attached.

3. Review of Town Policies

Tabled until next week.

4. Review of Completed Performance Evaluation - Land Use Secretary

A motion was made by William J. Mageary to approve 3% increase based on a positive evaluation; seconded by Scott E. Cudworth. All in favor. Motion passed.

5. Williams Property Tree Cutting

Mr. Davis as requested formalized his quote; the amount exceeds policy limits and the Board needs to go out to bid based on policy. Madge Baker has not yet furnished the project specifications. Bid prices received are \$2,550 and \$5,000 - neither via sealed bid. The Town Administrator will seek sealed bids according to policy. This item will return to the agenda once bids are received.

6. Owl's Nest

Town Administrator confirmed the letter regarding Owl's Nest has been released by the Town's attorney.

7. Meeting with Rescue

Tabled until next week. Selectman William Mageary asked regarding the number of hours worked straight. To be discussed next week.

8. Library Roof Leak

- The Town Administrator confirmed that Precision Roofing will hold their quoted price of \$27,200. If the Board is in agreement all they need to do is sign the contract. Insurance Claim for damages has been filed with photos and is proceeding accordingly.
- Chairman Jennifer Roux is fine with the project and the amount but stated she was disappointed that the Trustees were not interested in managing their own project.
- Selectman William Mageary asked about the proposed ice and water shielding on the roof and whether that can be altered to cover the entire roof. The contractor will be asked what the additional costs would be to do that; information will be reported back to the Board to decide.
- Request to meet with the Library Trustees has been revoked.

New Business:

- i. **Certificate of Appointment for Saco River Corridor Commission - Mike Cote**
The Board decided not to award appointment; the opening was due to the current members resignation and should be put back out for solicitation. The Board asked the Town Administrator to include this open position on the advertisement notice with other vacancies. Discussion ensued. Deadline for submission is 1 month.
- ii. **Commercial Hauler**
Selectman Scott E. Cudworth asked what action has been taken regarding a Commercial Hauler travelling without load coverage. The first offense was hearsay but the driver was spoken to. The second offense was observed. The Board asked the Town Administrator to send a letter of warning.
- iii. **Trio Software**
Last week, Selectman William J. Mageary asked the Town Administrator to find out if the software could handle biannual tax payments and whether a decision to do so would need to be put to Town vote. The Town Administrator sent the software company an email and is still awaiting response. The Town Administrator further responded that yes, the Town would need to vote on this action to accept.
- iv. **Sprinkler System at the Recreational Fields**
Last week, Selectman William J. Mageary asked the Town Administrator to reach out to the Park Director regarding burn spots in the recreational fields due to lack of water from the sprinkler system. Response from the Park Director was that the sprinklers were scheduled to be turned on 2 weeks ago but has not been done yet. The Park Director will follow up. There should be no other bill generated as this item was included in the previous invoice.
- v. Review of emails sent by the Town Administrator
 - a. MCDC Briefing
 - b. Fire Department Roster
 - c. Jen Harris of York County Soil & Water has resigned; there will be a ZOOM meeting to be determined. Road Commissioner's have been notified. The Town Administrator will record on a USB drive and provide it for viewing. Town Administrator will send Selectman William Mageary a link to attend.
 - d. There will be no meeting on July 14, 2020 due to elections and a notice will be posted.

Information:

- i. Fire Department Roster
- ii. PB Public Hearing Notices for June 23, 2020
- iii. PB Hearing Notice for Atlantic Broadband Renewal
- iv. Shapleigh Planning Board Agenda, June 9, 2020
- v. Shapleigh Planning Board Growth Permit Applications
- vi. Shapleigh Planning Board Abutter letters
- vii. Shapleigh Planning Board Notice of Decision

Signatures:

- i. Warrants

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

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

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