

Shapleigh Board of Selectmen
Minutes of Meeting – Time 5:00 pm
March 31, 2020

Call to Order

Chairman Jennifer J. Roux called the meeting to order at 5:00 pm with Scott E. Cudworth and William J. Mageary in attendance. Karla Bergeron, Town Administrator was also in attendance. This meeting was held outside at the Town Hall parking lot area due to the COVID-19 virus.

In Attendance: Darren Rogers, EMA Director

Pledge of Allegiance was recited.

Approval of minutes from previous meeting:

Motion made by Scott E. Cudworth, Seconded by Jennifer J. Roux to approve the minutes from March 10, 2020 as written. No further discussion. Motion carried.

Public Comment:

Unfinished Business:

1. **2020 TANS Bid Review** – Motion made by William J. Mageary, Seconded by Scott E. Cudworth to award the 2020 TANS Bid to PartnersBank for a rate of 2.15% on a as needed basis as per the Treasurers recommendation. No further discussion. Motion carried. Motion made by Scott E. Cudworth, Seconded by William J. Mageary to adopt the 202 TAN Resolution as written. Copy attached to these minutes. No further discussion. Motion carried.
2. **Rescue Squad Memo – Orientation** – Chairman Roux reviewed the proposal from the Rescue Chief regarding paying minimum wage, currently \$12/hour for up to 40 hours per new employee/orientation. Time is needed to properly train the employees in the policies and practices of the Shapleigh Rescue Squad in compliance with the State of Maine EMS protocols Rescue Chief stated in her memo new hires would ride third on as a per diem designee during training. Motion made by William J. Mageary, Seconded by Scott E. Cudworth to approve the request from the Chief of Rescue to pay new hires for orientation up to 40 hours, which will be funded through the Rescue runs account for up to 6 employees. Once the new hires reach 6 the BOS would like to re-evaluate this matter with the Rescue Chief. No further discussion. Motion carried unanimously.

New Business:

1. **EMA Declaration of Civil Emergency** – The EMA Director presented a Civil Emergency Declaration for the BOS to review and consider approving. Chairman Roux read the declaration out loud. After careful consideration, the BOS added *that no contracts for services, rental of equipment, purchases and employment of temporary employees will not be made without prior authorization from a majority of the Board of Selectmen. The decision is to be made in conjunction with the Appointed official and Board of Selectmen.* Motion made by Scott E. Cudworth, Seconded by William J. Mageary to approve the declaration as amended. Motion carried. Attached to these minutes is the declaration as approved. The BOS will be posting a press release regarding Town departments and other pertinent information for Shapleigh residents to review in the coming days. This will be posted on the Town's website, social media and emailed.
2. **EMA Request to Purchase Washer/Dryer for Public Safety Building** – EMA Director, Darren Rogers presented the BOS with cost proposals for a washing machine and dryer to be installed and used at the Public Safety Building for Fire, Rescue and EMA personnel. Based on the quotes, Motion made by Scott E. Cudworth, Seconded by William J. Mageary to approve the purchase not to exceed \$1,100.00, said purchase to paid with FEMA funds. No further discussion. Motion carried.
3. **EMA Request to Purchase Lockers for Emergency Personnel** – EMA Director, Darren Rogers presented the BOS with a cost proposal for lockers for EMS. The EMA Director stated the lockers would be needed for personnel to change out of their personal clothes and into PPE clothing. Their clothing would be protected in the locker from any contaminates. The BOS discussed the necessary need for this item. Motion made by Scott E. Cudworth, Seconded by William J. Mageary to purchase the lockers as presented in the price proposal not to exceed \$870.00. Said purchase will be paid with FEMA funds. No further discussion. Motion carried.
4. **EMA Request to Purchase an Extractor Machine (EW22)** – EMA Director, Darren Rogers presented the BOS with a price quote to purchase a Extractor Machine for the Public Safety Building. This machine meets current NFPS 1851 recommendations. EMA is recommending this purchase in order to launder the Fire Department PPE gear without having to send the gear to a laundermate. Chairman Roux asked if other area towns have such equipment. The appoximate price is \$5,000.00 plus

shipping, installation and a cabinet to store the machine. At this time Chairman Roux asked the EMA Director to contact other EMS Towns to see if they have this equipment and also to acquire other price quotes for the same equipment. This matter will remain on hold until more information is received.

5. Transfer Station Lower Level – The BOS discussed the lower level at the Transfer Station with regards to recycling and demo disposal. At the current time the supplies for gloves and masks are coming from the Rescue inventory. It was noted by Chairman Roux that we should be limiting our use of the rescue inventory. These items are necessary for PPE for our emergency members. Before making a decision regarding closing the lower level the BOS will be meeting at the Transfer Station on Saturday at 9am and are asking the Road Commissioner, John Burnell be in attendance to offer his suggestions on how to prevent people from accessing the lower level.

Signatures:

1. Warrants
2. EMA Declaration of Civil Emergency
3. TANS- PartnersBank

Any other business that the Chairman may wish to bring before the meeting: None

Adjourn –Motion made by Scott E. Cudworth to adjourn at 5:49 pm; seconded by Jennifer J. Roux. Motion passed unanimously.

These minutes are not verbatim. Karla Bergeron, Town Administrator