

**Shapleigh Board of Selectmen
Minutes of Meeting – Time 6:00 pm
October 20, 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, Joanne Rankin, Charles Starbird, Carolyn Rand, Brian Rand, Ryan Sabine, Michael Sabine, Aaron Sabine, Knathan Sabine, Autumn Littlefield, Steve Guillemette, Denise DeAngelis, Attorneys - Brad Morin, Greg McCullough and Jill Cramer.

Pledge of Allegiance was recited.

Approval of minutes from previous meeting:

A motion was made by William J. Mageary to approve the minutes of October 13, 2020 as written; seconded by Scott E. Cudworth. Chairman Jennifer J. Roux abstained. Motion carried.

Public Comment:

Joanne Rankin, Town Clerk gave the Board an election update. The November 3, 2020 elections will be held at the Shapleigh Memorial School from 7:30 am to 8 pm. Joanne Rankin asked the Board for their assistance in two matters. The Chairman offered the Board's support by drafting a letter to the school administration to enact distancing learning protocols for the teachers on that day and 2) Selectmen Mageary and Cudworth offered to help with election day set up and take down. No advertisement needed.

Unfinished Business:

1. Personnel Policy Review - Follow up

The Board received a list of all State mandated holidays to review with the Personnel policy. Discussion ensued.

A motion was made by Jennifer J. Roux to follow State holidays; seconded by Scott Cudworth.

2 Approved 1 Opposed(Mageary).

If a holiday falls on a staff's regularly scheduled work day, that staff will be paid.

2. Pandemic - Policy Review

A motion was made by William J. Mageary to sign the Pandemic policy as presented; seconded by Scott E. Cudworth. No discussion. All in favor.

3. Emery Mills Bridge Update from Meeting

Selectman William J. Mageary and Town Administrator Karla Bergeron recapped last Wednesday's meeting. The next step is to hold public hearings whereas the Board would like to see letters sent directly to the abutters notifying them of the public hearing. First public hearing will be informational and the second public hearing will be about the preliminary design. Selectman William J. Mageary and Town Admin-

istrator Karla Bergeron noted two things: 1) It was stressed to the engineers to avoid imminent domain and 2) there may be a historical grant available.

4. Transfer Station

Selectman Jennifer J. Roux updated the Board regarding the opening of the Transfer Station to 2 lanes. Upon arrival, the employee was not following directions and she personally attended to directing traffic herself , moving vehicle forward and creating two (2) lanes. Selectman William J. Mageary and Selectman Scott E. Cudworth both commented on their visits to the Transfer Station and the processes in place when they were in attendance. Discussion ensued. Outcome of discussion was the directions of the Board needs to be followed until otherwise changed. As there were no masks in evidence, the discussion of a sign indicating 2 lanes, masks required should be posted.

New Business:

A. Letter of Resignation from Office Assistant

A motion was made by William J. Mageary with regrets to accept the Office Assistant's letter of resignation; seconded by Scott E. Cudworth. 2 Approved 1 Abstained(Roux).

B. Demo Cards Discussion

The Town Administrator asked the Board to consider updating and distributing new demo cards; one (1) card would be provided to each property address and be good for one (1) demo debris/bulky waste load per year in 2021 and 2022. The cost to print the cards is \$424.00 and the mailing costs are \$263. Discussion ensued.

A motion was made by Scott E. Cudworth to continue with demo cards as presented; seconded by William J, Mageary. All in favor. So moved.

C. Schedule Inspections/Snowplowing Contractors

The Town Administrator noted it was time for the Board to schedule their yearly inspection of the Snowplowing Contractor's paperwork and vehicles making sure all vehicles utilized are inspected, registered and paperwork matches. Discussion ensued. Selectman William J. Mageary suggested the Road Commissioner's be invited to participate. The Town Administrator will schedule.

D. Request to Trap/Coyotes on Town Property

The Town Administrator presented to the Board a request from Mr. Tom Blow who was seeking permission to trap Coyotes on Town property. The Board discussed ramifications of such an activity and denied the request. The Town Administrator will notify petitioner.

A motion was made by William J. Mageary to deny Mr. Tom Blow's request to trap coyotes on Town's property; seconded by Jennifer J. Roux. All in favor. So moved.

E. Recreation Committee Request to join.

The Town Administrator presented a Committee Application for Jennifer Medico who was interested in becoming a member of the Recreation Committee. The candidate comes highly recommended by the Vice Chair, Brittany Lampe; Jennifer Medico wants to help with the Halloween event.

A motion was made by William J. Mageary to appoint Jennifer Medico to the Recreation Committee until April 30, 2023; seconded by Scott E. Cudworth. No discussion. All in favor.

The Town Administrator presented that the Recreation Committee was requesting permission from the Board to use the Commons on October 24, 2020 to distribute pumpkins for the Halloween event.

A motion was made by William J. Mageary to grant the Recreation Committee's request to use the Commons on October 24, 2020 from 2 to 4 pm to distribute pumpkins; seconded by Scott E. Cudworth. All in favor. So moved.

F. Invoices to be Signed

Selectman Mageary wanted to review two (2) invoices before he signed them to be paid.

1) Certification for the Assistant Fire Chief - Was said Chief working in another Town who can share these costs? The Fire Chief will look into this and let the Board know.

2) There is a membership invoice for the Rescue Chief and Assistant Rescue Chief. Is the Fire Chief also interested in said membership? If so, does he need to be added to this invoice? Response from the Fire Chief was that he was interested and had a separate invoice to submit.

G. Open Session

At this time a personnel matter was heard in open session per the employee's request. This session was documented separately, see attached.

H. Executive Session Pursuant to 1 MRSA 405(6)(a) - Personnel Matter

At 8:13 pm a motion was made by Scott E. Cudworth to enter into executive session pursuant of Title 1 MRSA 405(6)(a) Personnel Matter; seconded by William J. Mageary. Came out at 8:20 pm.

Information:

- i. Planning Board Letters and Minutes

Signatures:

- i. Warrants
- ii. Pandemic Policy
- iii. Appointment

Any other business to bring before the meeting.

- There will be no Selectmen's meeting on November 3rd due to Elections.
- Judging for the Halloween event is at 5:30 pm.

Adjourn :

A motion was made by Scott E. Cudworth to adjourn at 8:21pm; seconded by William J. Mageary. Motion passed unanimously.

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