

**Shapleigh Board of Selectmen
Minutes of Meeting – Time 6:00 pm
September 1, 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: Eileen Glover, Kim Gendreau, Steve Guillemette and Tom Blow

Pledge of Allegiance was recited.

Approval of minutes from previous meeting:

A motion was made by Scott E. Cudworth to approve the minutes of August 25, 2020 as written; seconded by William J. Mageary. All in favor. Motion carried.

Public Comment:

Tom Blow approached the Board to ask for permission to bait and trap bear on Town property (Map 12 Lot 8) from September 1, 2020 to October 31, 2020. Tom explained the process, regulations and clean up measures. The Board thanked Tom for coming to the Board to seek permission, agreed to permit this activity and signed Tom's Maine Landowner ~ Land User Courtesy Card.

Fire Chief Steve Guillemette updated the Board on the following:

- All fire alarms and extinguishers were tested and inspected at the School; documentation has been filed with the Fire Department. The Fire Chief plans on including the Town Hall in this filing plan.
- The Fire Department has received their new air packs. The old air packs are no longer in compliance for Fire Department use. The Fire Chief asked permission from the Board to donate these air packs to the Sanford Regional Vocational School's Fire program for use in training.

A motion was made by William J. Mageary to approve the donation of the outdated air packs to Sanford Regional Vocational School for training purposes; seconded by Jennifer J. Roux.

Discussion - Selectman Cudworth asked if RSU was considered first. The Fire Chief confirmed that RSU had no need for the air packs as their students attend the Sanford Regional Vocational School.

All in favor. So moved.

- The Fire Chief asked the Board to approve the purchase of two portable foam guns to use in the field to cover remote locations like the islands and middle of the woods (hard to reach places) instead of the liquid foam. His presentation reviewed a comparison of the foam guns versus liquid foam; the three pricing quotes he obtained as required according to policy and the budget lines available for the purchase. Discussion ensued.

A motion was made by Scott E. Cudworth to approve the IPS purchases as presented; seconded by William J. Mageary. All in favor. So moved.

- Lastly, the Fire Chief thanked the Board for approving the traffic control position and stated he appointed four active fire members as Lieutenants

Unfinished Business:

1. **Rescue Chief Continued Discussion on Lucas Equipment**

The Rescue Chief was unable to attend but did provide updated documents for the Board to review.

A motion was made by William J. Mageary to approve the purchase of the Lucas equipment for \$17,658.98; seconded by Scott E. Cudworth. All in favor. So moved.

2. **Atlantic Broadband Contract**

Tabled - no response received yet.

3. **Fee Schedule for Transfer Station**

Tabled

4. **Public Safety Building Ceiling Project**

The Board discussed this project and the process to receive bids. Selectman Mageary recommended the Board seek out someone to staple up the square blocks and asked the Town Administrator to approach the contractor doing other Town work to look at the project and if interested provide a quote.

5. **Library Building Sheetrock Costs**

The Board received and reviewed a quote to repair the Library's water damaged area. When complete the area will be prepped for painting. The Library has paint available to complete the project.

A motion was made by Scott E. Cudworth to award the bid to Andy Shakley in the amount of \$250.00 ; seconded by William J. Mageary. All in favor. So moved.

6. **2020 Policies as Amended**

Tabled

New Business:

A. **Shapleigh Library Request to increase hours**

Eileen Glover, Library Trustee Board Chairman asked the Board to approve a request to increase the Library hours of operation to be open on Wednesdays from 10 am to 2 pm. The funds are available in the Librarian funds to cover this increase of \$1,112.40 as it was already built in for this year. The Library Trustee Board also would make this a permanent change moving forward because due to COVID 19 and the schools implementing distance learning and home school options, the Library has become a valuable resource. The Board agreed.

A motion was made by William J. Mageary to increase the Library hours to add Wednesdays from 10 am to 2 pm indefinitely effective 9/9/2020; seconded by Scott E. Cudworth. All in favor. So moved.

The Town Directory will be updated to list the new hours. A brief discussion was held regarding library use, COVID 19 guidelines and required PPE; the Library has received items through a grant and have not had the need to access any of the Town's supply. The Board recommended that the Library Trustee Board have conversations with the Treasurer regarding COVID 19 reimbursements.

B. Request from Box Scouts Troop 320/Bottle Drop Off Box

The Town Administrator received an email from Boy Scout Troop 320 asking for permission to place a recycle bottle receptacle on Town Hall property to assist in their fundraising measures since their options are limited due to COVID19. Discussion ensued. The Board indicated they were in agreement with the idea but it must be policed on a regular basis and set next to the Salvation Army box with room in between allowing for plowing.

A motion was made by Scott E. Cudworth to permit Boy Scout Troop 320 to place a bottle collection receptacle on Town property; seconded by William J. Mageary. All in favor. So moved.

C. Recreation Field Use Form

For information purposes, the Town Administrator presented to the Board a Field Use Form received from the Recreation Committee to conduct Soccer on Wednesday nights through October. This item was approved by the Park Director and Board of Selectmen.

D. Wedding in the Commons

The Town Administrator presented to the Board a request from the McGregor's to hold a small wedding consisting of 8 people in the Commons on Sunday, September 6, 2020. There is no scheduled conflict.

A motion was made by Scott E. Cudworth to allow the McGregor's to hold a small wedding in the Commons on Sunday, September 6, 2020; seconded by William J. Mageary. All in favor. So moved.

E. Transfer Station Brush

Selectman Mageary noted that the Transfer Station brush was burned Saturday in the rain.

Information:

- i. Planning Board Letters
- ii. Recreation Committee Field Use Form

Signatures:

- i. Warrants

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

Adjourn :

A motion was 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.