

**Shapleigh Board of Selectmen  
Minutes of Meeting – Time 6:00 pm  
September 22, 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:** Lindsay Lacourse, Seacoast Security Representative Rob Herzig, Duffy Gold, Nancy Small and William Mann.

**Pledge of Allegiance** was recited.

**Approval of minutes from previous meeting:**

A motion was made by Scott E. Cudworth to approve the minutes of September 15, 2020 as written; seconded by William J. Mageary. All in favor. Motion carried.

**Public Comment:** None

**Unfinished Business:**

**1. Rescue Chief Continued Discussion on Security Cameras**

Per the Board's request, Rescue Chief Lindsay Lacourse went back to Seacoast Security for an updated price quote for 5 cameras (4 cameras on first floor and 1 camera on the second floor). Prompted by coverage concerns, Rescue Chief asked the Seacoast Security Representative to join her to answer any questions the Board may have as items changed which impacted the quote. Allowing Seacoast Security to provide cameras, consideration to add CO2 detectors and alarm sensors was included in the mix. The Seacoast Security Representative presented 3 different price quotes to the Board. After listening to all concerns, coverage needs, expansion capabilities and reviewing presented quotes, the Board deliberated. A side outcome derived from the Board's discussion was the need to change the door code. A new code would be provided to the current active Fire, Rescue and EMA members only, Board of Selectmen, Town Administrator, Maine State Police and Sheriff.

A motion was made by Scott E. Cudworth to approve Seacoast Security to install the security camera system and detectors totaling \$3,132; seconded by William J. Mageary. All in favor. So moved.

**2. Personnel Policy**

The Town Administrator presented to the Board the results from staff survey regarding the top three benefits they would like to see implemented or improved. The Board reviewed results. Selectman Mageary noted the Board should be looking at reducing costs not increasing them, citing the Chairman's opposition to increasing Transfer Station disposal fees. The Chairman stated that was in correlation to taxes and this was different as it merited the value of employees and their retention. Discussion ensued. The Board asked the Town Administrator to provide further benefit details and correlating numbers on Life Insurance and one week buyout of vacation time. Policy tabled one week to review information.

**3. Policy re: Pandemic**

The Board throughout the week reviewed the presented pandemic policy and brought their comments, changes and recommendations to the table for discussion. Chairman Roux will bring her changes to the meeting next week for discussion. Selectman Mageary proffered that the local Health Officer should also review this policy.

**4. Letter of Resignation - Duffy Gold**

Duffy, CIC Chairman, read aloud a prepared statement expressing her opinions on the treatment of volunteers, lack of attention and disrespect from the Board. The Board intently listened to Duffy's statements and then as a whole thanked her for her insights. The Chairman responded to certain statements and recapped past conversations expressing the thankfulness of the Board towards the hard work done on the Emery Mills Bridge project. Duffy's opinion was it was not enough. The Board expressed that volunteers are a valuable asset to the Town's work and their contributions are recognized.

Moving forward, a recommendation was made that the Board communicate through the use of memos to theCIC Committee explaining what is needed or wanted.

It was resolved that Duffy would reconsider her resignation submittal.

5. There is a Mousam Watershed Dam Coalition meeting scheduled for Monday, September 28, 2020 at 2 pm via Zoom.

**New Business:**

**A. Meeting with Capital Improvements Committee**

Members of the Capital Improvement Committee indicated they were in attendance to support Duffy Gold. All content was discussed above under Item 4.

**B. Request for Vacation Time**

A motion was made by William J. Mageary to approve the Town Administrators requested vacation time; seconded by Scott E. Cudworth. All in favor. So moved.

**C. Draft bids for the Maintenance of the Shapleigh Commons, Town Hall, Library and Sports Fields**

The Town Administrator presented draft bids for the Board to review. Selectman Mageary asked that the Common's walkway surface cleanup be included in the Town Hall/Commons bid; the removal of grass clippings be included in the Recreational Fields bid; base price on the 26 mowings be listed per field. Board will review for next week.

**D. Draft bid for the Printing of the Town Report**

The Town Administrator presented a draft bid for the Board to review.The Board had no issues; bid is ready to be enacted upon.

**E. Fire Department response to Transfer Station Burn Pits**

Selectman Mageary noted it came to his attention that the Shapleigh, Acton and Newfield Fire Departments had to respond to fires at the pits and needed to use a lot of water to extinguish. Additional training on the fire trucks and equipment is needed. The Fire Chief had updated the Town Administrator of the incident and all was taken care of.

**F. Email - Mayors and Elected Officials**

The Board was asked to sign a letter going to local York County Mayors and Elected Officials relating to COVID guidelines. Discussion ensued to purpose and execution. For the most part, the Board of Selectmen supported such letter.

**G. Volunteer Appreciation**

Selectman Cudworth asked the Board for an opportunity to brainstorm what to do for volunteers to show them appreciation. Discussion ensued. The Town Administrator will network with the Manager Group to see what is done in other municipalities.

**H. Transfer Station Policy**

A motion was made by Jennifer J. Roux to sign the amended the Transfer Station and Recycling Center Operating policy; seconded by William J. Mageary. All in favor. So moved.

**Information:**

- i. Planning Board Agenda

**Signatures:**

- i. Warrants
- ii. Transfer Station and Recycling Center Operating policy

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

**Adjourn :**

A motion was made by Scott E. Cudworth to adjourn at 7:25; seconded by William J. Mageary. Motion passed unanimously.

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