

**Shapleigh Board of Selectmen
Minutes of Meeting – Time 6:00 pm
May 4, 2021**

Call to Order

Chairman Scott E. Cudworth called the meeting to order at 6:00 pm William J. Mageary and Michael J. Cote in attendance. Also in attendance was Karla B. Wilcox, Town Administrator and Joanne Holland, Office Assistant were also in attendance.

In Attendance:

John Burnell and Roland Legere.

Pledge of Allegiance was recited.

Approval of minutes from previous meeting:

Selectman William J. Mageary made a motion to approve the minutes for April 27, 2021; seconded by Michael J. Cote. All in favor. Motion carried.

Public Comment:

Roland Legere brought to the Board of Selectmen the concern that he has with traffic speeding on Goose Pond Road. The Board asked if he would like the speed trailer to be placed on Goose Pond Road and Mr. Legere stated he felt that would not help. The Town Administrator is going to reach out to Deputy Sevigny to inform him of the issue.

Unfinished Business:

1. Policies - Personnel Policy, Use of Computers and Code of Ethics:

- a) Personnel Policy - The Selectmen reviewed the amended policy with Attorney Brad Morin's recommendations. Discussion took place regarding the 2021 holiday schedule and bereavement leave. The 2021/2022 holiday schedule will be updated along with no changes at this time to the bereavement section on the Personnel Policy. The Board was in agreement with the updates from legal concerning discipline.
- b) Use of Computer Policy - This is a new policy which has been recommended by legal. The BOS were in agreement with policy and will be added to the Town's policies.
- c) Code of Ethics Policy - This is a new policy. The Town Administrator initiated this draft policy. The Selectmen were in agreement to reach out to employees and committee Chairmen for their input on this policy before making a decision. The Town Administrator will send out electronically the draft policy for input. This will be placed on next week's agenda for discussion.

2. Emery Mills Bridge Project

Duffy Gold had brought to the Board of Selectmen the SLR Engineers package on the Emery Mills Bridge and stated that the Board should look at section 2.2 drainage issue, 2.4 is an additional cost and not covered in the budget, Eminent Domain. Page 7 & 8, #7 the utilities are an additional cost, #8 right of way is also an additional cost, and #10 permits are also an additional cost. It was also stated that there was an overall increase of the bid by 15% for price increases. Selectmen Mageary asked if there are any grants or

funding; The Town does not qualify for any of them. Duffy Gold suggested that the Board go over the package received and possibly have a workshop to go over suggestions.

New Business:

A. Transfer Station Position

Motion made by William J. Mageary; seconded by Michael J. Cote to hire David Boutilier as a regular Transfer Station Demo Disposal Attendant at a rate of \$15.50 per hour. No further discussion. Motion carried. Start date will be Saturday, May 1, 2021.

B. MSW and Recycling Contract

William J. Mageary reviewed the contract and asked if the days of the week the Transfer Station is open could be added to the contract. The Town Administrator stated absolutely. Michael J. Cote, seconded by William J. Mageary to accept the MSW/Recycling contract for a term of 3 years as worded. Discussion: The Town Administrator asked if the Selectmen could come in during this week to sign the contract that will have the days of the week that the Transfer Station is open. The Selectmen agreed to come in. Motion carried.

C. Scholarships

The Board of Selectmen conducted scholarship interviews with graduating High School students prior to the start of the BOS meeting this evening. The Board has reached a decision on the scholarships and those names will be given to the High School Guidance office. Names will remain confidential until after graduation.

D. Owl's Nest Drainage

Tabled until next week's meeting.

Information:

- i. Planning Board Agenda
- ii. State of Maine Bridge Report for the Hargraves Bridge

Signatures:

- i. Warrants

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

Adjourn :

A motion was made by Michael J. Cote to adjourn at 7:09 pm; seconded by William J. Mageary. Motion passed unanimously.

These minutes are not verbatim. Joanne Holland, Office Assistant.