

**Shapleigh Board of Selectmen
Minutes of Meeting – Time 6:00 pm
April 6, 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. Karla B. Wilcox, Town Administrator and Joanne Holland, Office Assistant were also in attendance.

In Attendance:

Roland Legere, Duffy Gold, Darren Rogers, and Adam Burns.

Pledge of Allegiance was recited.

Approval of minutes from previous meeting:

Selectman William J. Mageary made a motion to approve the minutes for date March 30, 2021; seconded by Michael J. Cote. All in favor. Motion carried.

Public Comment:

A. Darren Rogers - Rescue

Darren Rogers attending the meeting on the Rescue Chief's request regarding the Load System and Stryker stretcher. Stryker is the only company that can do repairs or it voids the warranty. To have them come out for an itemized list and prices of repair are, Power Pro Cot is \$486.00 and the Power Load System is \$587.00 for a total of \$1,073. Darren Rogers recommended to go with the service plan in the amount of \$2,931.00 because units have not been serviced in 6 years. After discussion Michael J. Cote made a motion to approve the maintenance plan in the amount of \$2,931.00; seconded by William J. Mageary. All in favor. Motion carried.

B. Duffy Gold/Capital Improvements Committee Chair

Duffy Gold brought to the Board of Selectmen a request to obtain a survey from Deucet Survey LLC. for the Emery Mills Bridge project as for the state will be reassessing in August and she is concerned with delays if not done soon. The money would come from the Capitol Improvement account, survey is \$3,125.00. William J. Mageary asked what's the purpose of the survey as for the portion that is going to be surveyed is a state road? Duffy stated it is because the road approach is coming into the States right of way. Selectman Mageary asked why we weren't surveying Deering Ridge Road and Duffy stated because it has already been surveyed and it is in the code enforcement office. Duffy is hoping that this will be done for a Public Hearing in July. Michael J. Cote made a motion to approve the survey with Deucet Survey LLC. in the amount of \$3,125.00; seconded by William J. Mageary. All in favor. Motion carried.

Unfinished Business:

1. Emery Mills Bridge - Update

The question was asked if the City of Sanford had been contacted regarding this project. The Town Administrator stated the City had been contacted by the Engineering firm. They also were invited to attend the Public Hearing via zoom. There has been no response from the City of Sanford. The Town Administrator distributed documents to the Board regarding possible designs of the bridge. The Board will review and discuss at a later date.

2. MSW Bid Opening

Two bids were received from R.W. Herrick and Waste Management. Waste Management's bid when opened stated that they would not be putting in a bid. R.W. Herrick's bid is \$27,000.00; \$565 per month for equipment rental and for waste pick up it is \$340.00 per pick up during the week and \$450.00 per pick up on the weekends. The Town Administrator is going to make up a spreadsheet with R.W. Herrick's bid and what we are currently paying now and will address it at next week's meeting. William J. Mageary asked Adam Burns if he was aware of the problem that the Town has had with one of their employees and he stated yes. The Town Administrator stated that Adam had provided a copy of the discipline policy they have along with job description for position.

3. Review of Town Policies

The Town Administrator is working on a conflict of interest and Personnel policy draft for the Board. Scott E. Cudworth asked when we hire new employees have them read the policy and have a page in the back of the book where they can sign stating that they have read it so that way it would cut down on cost of paper, the Town Administrator stated that we could do that and another option would be posting the policy on the Town's website or a thumb drive for staff.

4. Freightliner

William J. Mageary asked where the Town stands with the Freightliner evaluation summary and the Town Administrator stated that she has reached out to the Fire Chief and he has not gotten back to her. Chairman Cudworth asked for it to be put on the agenda for next week.

New Business:

A. Letter of Resignation From Michael Roy

William J. Mageary made a motion to accept the letter of resignation from Michael Roy with regret; seconded by Michael J. Cote. A letter will be sent out to the employee outlining his excellent job performance. No further discussion. All in favor. Motion carried.

B. Letter from Sheriff King

The letter from the Sheriff addressed shortages in staff and is asking for the Towns that have a contract Deputy to have flexibility. Periodically the Sheriff's Department would like to reassign the Town's Deputy during this time of staff shortage. The Town Administrator reached out to Sheriff King to see if he had implemented the deployment of the Town's Deputy. Sheriff King's response was they have not redeployed any deputies from their contract town assignments and that they may need not to since they are in the process of hiring staff.

C. Volunteer Appreciation

Town Administrator presented to the Board that any volunteer that has served 10 Years or more will receive a certificate and have a couple at a time come in to have their picture taken and have a write up in The Reporter. The Board of Selectmen thinks this is a great idea.

D. Website

William J. Mageary stated that a resident requested that the agenda's and the Board of Selectmen's contact information be posted on the Town's website. Duffy Gold had suggested that we also post each Committee Chair's information as well. The Town Administrator stated that she already does post the agendas and will also post the contact information for the Board and all Committee Chair's.

E. Plowing - Contract

William J. Mageary had requested that before mailing out the last payment (10%) to the plowing contractors that we have the Road Commissioner's check for any damage or concerns. The Town

Administrator will contact the Road Commissioner's. Road Commissioner for the North has no concerns with the northern section.

F. Speed Trailer

William J. Mageary suggested that now it is spring time that the Town re-activate the speed trailer, with rotating it every three to four weeks. Duffy Gold stated she would like to see it placed at the Emery Mills Bridge. Town Administrator stated she spoke to the Deputy this morning regarding getting the trailer placed on a town road.

G. Commercial Trash Hauler

William J. Mageary brought to the attention of the Board that on Saturday April 3 that he was behind a truck which is one of our commercial haulers(BMG) and the load was not covered, and he did have a discussion with the driver and the driver stated that he did have a cover on it but it blew off. William J. Mageary told the driver if it continues then he would be in jeopardy of losing his license with the Town. Selectman Mageary requested that a warning letter to be mailed out to the company. The Board was all in favor.

Information:

- i. MTCMA Certificate of Attendance - Karla B. Wilcox
- ii. Thank You from Southern Maine Veterans Cemetery Association
- iii. Library Broken Sign
William J. Mageary made a motion to approve the repair of the Library Broken Sign; seconded by Scott E. Cudworth. All in favor. Motion carried.

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 6:52pm; seconded by William J. Mageary. Motion passed unanimously.

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