

**Shapleigh Board of Selectmen
Minutes of Meeting – Time 6:00 pm
June 22, 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 the Town Administrator and Joanne Holland the Office Assistant.

In Attendance:

Mike Reid, Natasha Reid and Skip Bartosch.

Pledge of Allegiance was recited.

Approval of minutes from previous meeting:

Selectman William J. Mageary made a motion to approve the minutes for June 15, 2021 regular meeting and June 15, 2021 Executive Session meeting as presented; seconded by Michael J. Cote. No further discussion. All in favor. Motion carried.

Public Comment:

Skip Bartosch spoke with the Board with his concerns of speeding traffic on Goose Pond Road, the Town Administrator will reach out to the Deputy at the York County Sheriff's Office. William J. Mageary stated that the speed trailer should be moved to a new location.

Mike Reid has informed the Board that he has been able to get USDA approved boxes , also was able to get TEFAP (Emergency Food Assistance Program) to give food boxes through the Good Shepherd Food Pantry and will arrive next week or the week after, boxes will be given out at the Shapleigh Baptist Church.

Unfinished Business:

New Business:

I. Mask Protocol

The Town Administrator requested that the Board update the COVID-19 Mask Protocol to state that masks are recommended if not vaccinated. Michael J. Cote made a motion to update the COVID-19 protocol; seconded by William J. Mageary. No further discussion. All in favor. Motion carried.

II. Employee Evaluation Completed - Office Assistant

The Town Administrator presented to the Board the completed evaluation for the Office Assistant. William J. Mageary made a motion to approve a 3% hourly pay increase based on a positive employee evaluation; seconded by Michael J. Cote. No further discussion. All in favor. Motion carried.

III. Soccer Field

Discussion on the \$5,990 invoice from Sports Fields Inc. William J. Mageary stated that the soccer field looks like it has only been fertilized, it seems like the sprinkler system may not be working. After discussion the Board decided to table the invoice and asked the Town Administrator to reach out to Parks Director and request him to attend next week's meeting for discussion of the field. The invoice was not approved.

IV. **The Commons**

The contractor for the lawn maintenance wanted to know how the Board would like to be billed. After discussion the Board decided on monthly. Chairman Cudworth had stated that the Shapleigh Commons looks better than it has in a long time.

V. **York County Soil & Water Conservation Workshop**

The Town Administrator presented to the Board the information of a erosion control workshop being held by York County Soil & Water Conservation District on July 13, 2021.

Information:

- i. Planning Board Agenda
- ii. York County Soil & Water Conservation Workshop

Signatures:

- i. Warrants
- ii. Office Assistant Evaluation

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 6:17 pm; seconded by William J. Mageary. Motion passed unanimously.

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