

**Shapleigh Board of Selectmen
Minutes of Meeting – Time 6:00 pm
June 8, 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 was in attendance. Joanne Holland the Office Assistant was also in attendance.

In Attendance:

Fire Chief Steve Guillemette, Joshua Knox, John Burnell, Jeff Goodwin, Autumn Littlefield, Ryan Sabine, aAron Sabine, Michael Sabine, Carolyn Rand, Brian Rand, Natasha Reid, Mike Reid, Jessica Brandis, and Dan Brandis.

Pledge of Allegiance was recited.

Approval of minutes from previous meeting:

Selectman Michael J. Cote made a motion to approve the minutes for June 1, 2021 as presented; seconded by William J. Mageary. No further discussion. All in favor. Motion carried.

The Town Administrator presented to the Board that she had spoke with the Chair of CIC and she requested that the line under Emery Mills Bridge that says "in the amount of \$10,000.00" be removed as for that statement was for the comprehensive plan and not the Emery Mills Bridge project. Michael J. Cote made a motion to revise the May 25, 2021 BOS minutes to be updated; seconded by William J. Mageary. No further discussion. All in favor. Motion carried.

Public Comment:

Mike Reid presented to the Board a command structure form from the previous Fire Chief and asked for it to be reviewed. Mike Reid also presented to the Board information that shows Shapleigh Fire Department is HeartSafe registered and feels that the Board should have a meeting with the Fire Chief and Rescue Chief and find a solution where the Fire Department is automatically toned out on calls. The Town Administrator stated that Shapleigh Rescue Chief had submitted a HeartSafe registration because ours expires in June 2021.

Michael Sabine (non-resident) presented to the Board of Selectmen the Fire Department By laws and membership application. Michael pointed out two areas in the By lays that need to be reviewed regarding new members and the length of time on probation. Michael Sabine also mentioned the number of calls each member is suppose to make. He wants to make certain all members of the Fire Department are being treated fairly.

Dan Brandis addressed the Board of Selectmen regarding them considering one sticker for the Transfer Station and Town Beach instead of the current process of two separate stickers.

Unfinished Business:

i. 2021 Paving Bids Review

William J. Mageary made a motion after reviewing the bids to award the paving bid to Allstate Construction; seconded by Michael J. Cote. No further discussion. All in favor. Motion carried.

ii. Deering Ridge Road Project

The Town Administrator had a teams meeting with Shelly from SLR Engineers and Duffy from the Capital Improvement Committee and informed the Board that the RAISE grant application is due by July 15th,

2021, in order to apply for the grant all permits are to be applied for and received before submitting the application so they are not going to meet the July 15th deadline and we could apply next spring because the permit process takes 6 to 9 months. Shelly suggested that the Board go with option one which is a precast design (3 sided box). Capital Improvement Committee will be attending June 15, 2021 BOS meeting to review options.

iii. Letter from Fire Chief

The Town Administrator presented to the Board a letter from the Fire Chief regarding the turn out gear that was issued to Michael Sabine. Mr. Sabine has stated that he turned in the Shapleigh Fire Department gear several months ago. The current Chief is unable to confirm receipt of the gear since the previous Chief did not have a complete inventory of gear. At this time the Fire Department Chief is requesting a letter be approved letting Mr. Sabine know that the Town will not investigate further and this matter is put to rest. Motion made by Michael J. Cote; Seconded by William J. Mageary to approve the letter as written by the Fire Department Chief. The letter was hand delivered to Mr. Sabine after tonight's BOS meeting. No further discussion. Motion carried unanimously.

New Business:

I. Performance Evaluation for Town Administrator / Land Use Secretary

Michael J. Cote will perform the Town Administrator's performance evaluation.

The Town Administrator presented to the Board the evaluation for the Land Use Secretary and an updated job description. William J. Mageary made a motion to approve the updated job description and a 3% raise for the Land Use Secretary; seconded by Michael J. Cote. No further discussion. All in favor. Motion carried.

II. Request for EPL

The Town Administrator requested EPL for June 18, 2021 and a Rescue personnel requested EPL for June 25, 2015 through July 7, 2021. William J. Mageary made a motion to approve the Town Administrator and Rescue personnel's request for EPL; seconded by Michael J. Cote. No further discussion. All in favor. Motion carried.

III. CMP LED Streetlight Conversation

The Board of Selectmen reviewed CMP LED Streetlight letter from Central Maine Power. The Board asked the Town Administrator to follow up with Central Maine Power to go over the letter and make sure that the figures are correct and no underlying cost. Michael J. Cote made a motion to move ahead; seconded by William J. Mageary. No further discussion. All in favor. Motion carried.

IV. State of Maine Department of Transportation Hargrave's Bridge

Road Commissioner - North John Burnell had gone over the Maine DOT report for the Hargrave's Bridge, he stated that the scouring and rocks that are falling in is on Newfield, Maine's side. John Burnell stated that he has guardrails and can replace the ones on Hargrave's Bridge.

William J. Mageary stated that he had received an email from Mousam Lake Region Association and wanted to know if the Chairman was going to attend because he is unavailable to attend, Chairman Cudworth is also not available to attend.

Information:

- i. Planning Board Agenda

- ii. York County Sheriff dispatch notices
- iii. York County Sheriff monthly report
- iv. AC Report
- v. Mousam Lake Region Association Annual Meeting
- vi. State Fire Warden

William J. Mageary made a motion to appoint Fire Chief Steve Guillemette as the State Fire Warden for the Town of Shapleigh; seconded by Michael J. Cote. No further discussion. All in favor. Motion carried.

Signatures:

- i. Warrants
- ii. Certificate of Appointment - Fair Hearing Authority - Susan Mulcahy

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 6:36 pm; seconded by William J. Mageary. Motion passed unanimously.

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