

**Shapleigh Select Board  
Minutes of Meeting – Time 6:00 pm  
November 30, 2021**

**Call to Order**

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

**In Attendance:**

**Pledge of Allegiance** was recited.

**Approval of minutes from previous meeting:**

William J. Mageary made a motion to approve the minutes as presented for November 16, 2021; seconded by Michael J. Cote. No further discussion. All in favor. Motion carried.

**Public Comment:**

None

**Unfinished Business:**

**i. Emery Mills Bridge Reconstruction**

The Board reviewed the invitation to bid on the Emery Mills Bridge replacement. William J. Mageary asked the Office Assistant to add Design/Build concept, also add to meet federal standards for the guardrails.

**ii. Rescue Medical Director - Attorney**

The Board of Selectmen reviewed the Town's Attorney suggestions for the Rescue Medical Director's contract. Article 5, remove the last sentence (the one dealing with "damages, claims, causes of action..."). Article 5, also add a sentence stating, "This agreement may also be terminated without notice for violations of the Town personnel policy or other applicable law." All verbiage stating "Rescue Chief" will be changed to the "Board of Selectmen". Once the contract is updated the Office Assistant will send the final copy to the Town's Attorney and then to the Maine Municipal Association underwriters for their approval as well. MMA stated that the insurance cost for the Rescue Medical Director would be \$114/yr. with a job description.

**iii. Review Budget Request for 2022**

The Board set a Budget Review Workshop for December 7, 2021 @ 5:00 p.m. Eventually, the Board would like for the Fire Chief, Rescue Chief, Planning Board, Town Clerk and possibly others to attend.

**iv. York County Sheriff's Office Workshop**

The Board of Selectmen set up a workshop for Thursday, December 2, 2021 @ 2:00p.m. for the Shapleigh BOS, Acton's BOS and York County Sheriff's King to discuss the contract.

**v. Family Health Coverage**

The Office Assistant informed the Board that she had spoken with the Treasurer and Individual and Family Health Coverage would both need to be the Town contributing 85% across the board regardless of length of time employed. William J. Mageary asked the Office Assistant to reach out to the Treasurer and obtain what the cost will be.

**vi. Transfer Station Stump Grindings**

The Board had a discussion on the Stump Grindings at the Transfer Station that could be bought after the Road Commissioner's pull what they need. The Stump grindings will sell for \$10/pick-up truck load and could be subject to change at any time. They will have to be manually loaded without the use of any mechanical equipment - for liability purposes. Chairman Cudworth called J.A. Simpson and left a message to please return the gate key to the Town Hall.

**New Business:**

**I. Certificate of Appointment for ACO**

William J. Mageary made a motion to re-appoint Jim Driscoll as the Animal Control Officer; seconded by Michael J. Cote. All in favor. Motion carried. The Board asked the Office Assistant to do research on other town's repeat offenders and what fines are charged.

**II. Computer for the Town Administrator**

Michael J. Cote made a motion to approve the purchase of a new laptop with software programs in the sum of \$789.98; seconded by William J. Mageary. All in favor. Motion carried.

**III. Rescue T-Shirts**

The Board of Selectmen had a discussion on shifts that are not being covered with the Rescue Department. The Board discussed an invoice for T-Shirts and other related items. William J. Mageary stated that he wouldn't have an issue with the amount of the invoice (\$2,500.00) if the shifts were being filled. William J. Mageary is going to research RFP for Rescue Services because all shifts need to be covered.

**Information:**

- i. Planning Board Minutes & Letters
- ii. State of Maine Department of Transportation - Highway Preservation Paving
- iii. York County's Spirit of America Award - 2021
- iv. Notice of Violation and order to correct Violation - Map 034, Lot 039
- v. Notice of Violation and order to correct Violation - Map 001, Lot 014-E

**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 6:42 pm; seconded by William J. Mageary. Motion passed unanimously.

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