

Shapleigh Board of Selectmen
Meeting Minutes
August 16, 2022

Call to Order:

Chairman William J. Mageary called the meeting to order at 6:00 pm with Selectman Scott E. Cudworth and Selectman Michael J. Cote both present, also present Town Administrator, Michelle Rumney and Office Assistant, Joanne Holland.

In attendance: Fire Chief, Steve Guillemette, Rescue Chief, Gene Streck, Assistant Rescue Chief, Sharon Jackson, Dave Roberts and Andrew Auger.

Pledge of Allegiance: was recited

Approval of minutes from previous meeting:

Michael J. Cote made a motion to approve the Board of Selectmen meeting minutes for August 2, 2022 as presented; seconded by William J. Mageary. Scott E. Cudworth made a motion to approve the Board of Selectmen meeting minutes for August 9, 2022 as presented; seconded by William J. Mageary. No further discussion. All in favor. Motion carried 3-0 on both minutes.

Public Comment: None

Unfinished Business:

i. Town Administrator updates

- Doors - The Town Administrator updated the Board that the front doors are being left unlocked by groups using the office for after hours meeting and recommended to use the ramp door after hours, and double check that it is locked when leaving.
- Floors - can be redone the week of October 24, 2022.
- Arlo Camera's: 3 cameras with mounts and battery charging stations are \$499.00.
Eufy : 3 cameras \$519.00 plus \$42.00 for the hardware.
Ring: Requires a subscription. After discussion Scott E. Cudworth made a motion to go with the Arlo Cameras at Best Buy in the amount of \$499.00 to come out of the Town Hall Building Fund; seconded by Michael J. Cote. No further discussion. All in favor. Motion carried 3-0.
- Chevron - Owls Nest / Jones Rd has been fixed.
- Burning brush at the Transfer Station - The Fire Chief stated if we get a lot of rain then the brush can be pulled forward as to make the pile smaller and then feed into it, but if we do not get any rain it would take about 10,000 gallons of water and with there being a drought he would not be able to burn due to concerns of a fire hazard.

ii. DTA for Transfer Station

The Board had a discussion on Transfer Station designated tobacco use area; The Board agreed that the designated tobacco use area for employees at the Transfer Station is as follows:

Employees may smoke in their personal vehicles and extinguish any lit material before exiting the vehicle, provided that they meet the follow:

1. Greater than 50 feet from building entrances and pedestrian walkways

2. Use of tobacco products occur only during a normal break time and will not be allowed extra breaks.

Michael J. Cote made a motion to approve this policy as presented; seconded by Scott E. Cudworth. No further discussion. All in favor. Motion carried 3-0.

iii. Discuss Special Town Meeting for YCSO Deputy Contract

The Town Administrator noted that the Board needs to make a decision soon on either scheduling a special town meeting or having a referendum vote on the renewal of the Deputy Contract. William J Mageary inquired whether the Town has heard back from Acton on the proposed language changes to the contract, the Administrator will follow up with Acton this week.

iv. Discuss workshop with Fire/Rescue to work on policies/by-laws

After discussion the Board asked the Fire Chief and Rescue Chief to get together to go over which of the policies/by-laws that could be combined. When done the Board will schedule a work shop.

v. Monument pavers

The Board asked the Town Administrator if she has heard back from the monument company regarding the pavers; she replied no she hasn't and the Board stated that when she does speak with them to get a cost of any additional letters after the 15 allowed.

New Business:

i. Rescue Chief Briefing

Rescue Chief Gene Streck told the Board that Andrew Auger has one more ride for third ride and then he will be on his 2nd ride. The Rescue Chief introduced the Board to a new hire Dave Roberts. He stated that things are going well.

ii. Fire Chief Briefing - Cascade System Bid information

The Fire Chief Steve Guillemette updated the Board with the Cascade System Bid information. Michael J. Cote made a motion to go out to bid for the Cascade System; seconded by Scott E. Cudworth. No further discussion. All in favor. Motion carried 3-0.

The Fire Chief also stated that the emergency lights have been fixed and they are working on gathering quotes to run wiring for the compressor. The Fire department was approved for a forestry grant for approximately \$3,400.00 towards the purchase of fire hoses. The Chief has not received the formal letter from Safety Works yet.

iii. Tax Commitment

The Town Administrator presented to the Board the Municipal Tax Assessment Warrant: The Board reviewed and had a discussion. After the discussion Scott E. Cudworth made a motion to approve the Mill Rate increase of .05 cents on every \$1,000.00. The Mill Rate will go from 10.25 to 10.30; seconded by Michael J. Cote. No further discussion. All in favor. Motion carried 3-0.

iv. Williams Property Advisory Committee - re-appointments

Michael J. Cote made a motion to re-appoint William Sleight, Patricia Kaye-Schiess, Madge Baker and Bruce Lamb to the Williams Property Advisory Committee; seconded by Scott E. Cudworth. No further discussion. All in favor. Motion carried 3-0.

v. Mowing at the Transfer Station

Michael J. Cote stated that Jack mowed around the Transfer Station Compactor area on his own time and it looks great.

vi. Complaints

The Board had a discussion on complaints made by outside parties. The Board requested that the Town Administrator will check with other towns to see what they have for a policy. The Board also stated that the person making the complaint should have to have witnessed the complaint first hand and write it up with their name attached to it.

vii. Waste Oil Tank

The Road Commissioner John Burnell will be taking the oil tank to have the oil disposed of and wanted to know if the Board wanted the oil tank back; The Board was in favor of returning the tank.

Information:

- i. Letter of interest in RSU57 School Board Director - Joe Keef has shown interest in the RSU57 School Board Director position. The Board asked the Town Administrator to set up an interview for August 23, 2022 either at 5:30 pm or 5:45 pm.
- ii. Planning Board: Growth Permits granted, abutters notices, minutes 7/26/22

Executive Session *None*

Signatures:

- i. Warrants
- ii. Certificate of Appointments, Williams Property Advisory Committee/Conservation Committee
- iii. Tax Commitment

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

Michael J. Cote made at motion to adjourn at 7:05 p.m.; seconded by Scott E. Cudworth. No further discussion. All in favor. Motion carried 3-0.

These minutes are not verbatim, Joanne Holland, Office Assistant