

Shapleigh Board of Selectmen  
Meeting Minutes  
August 2, 2022

**Call to Order:**

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

**In attendance:** Samantha Rodriguez, Doug Dowell, William Sleight, Gene Streck, 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 July 26, 2022 as presented; seconded by William J. Mageary. No further discussion. All in favor. Motion carried 2-0.

**Public Comment:** Samantha Rodriguez from the recreation committee came before the Board with updates. First, she had stated that the first movie night they hosted was a big success and estimated close to 100 people attended and is in the process of a second one. Also added a tiny tots soccer program ages two to six years old. Items that are needed for the recreation fields are:

1. 14" Poly Fiber Angle with dustpan upright Broom	\$14.48	
2. 5 - Gallon Corded Portable Wet/Dry Shop Vacuum	\$59.98	
3. 18" Poly Fiber All-Purpose Push Broom	\$ 12.98	
4. Hot Dog Warmer & Cheese Pump Dispenser	\$620.00	Concession Acct
5. Two Benches for the players	\$ 875.00 each	Reserve Acct
6. Two Goalrilla basketball hoops with a 60" back board	\$1,749.95 each	Reserve Acct
7. Message Board	\$ 900 - 1,100	
8. Batting Cages	\$ 674.10	

It was discussed that each of these items fell below the \$2,000 sealed bid process, and the committee has sought competitive bids and supplied them with their request.

Michael J. Cote made a motion to approve the broom and dustpan, vacuum and push broom to not exceed \$100.00 to come out of appropriations; seconded by William J. Mageary. No further discussion. All in favor. Motion carried 2-0.

Michael J. Cote made a motion to approve the purchase of (2) basketball hoops in the amount of \$1,749.95 each and (2) players benches at \$875.00 each to be expended from the Field/Building Reserve Account ; seconded by William J. Mageary. No further discussion. All in favor. Motion carried 2-0.

Michael J. Cote made a motion to approve \$620.00 to purchase the Hot Dog Warmer and Cheese Pump Dispenser to come out of the Concession account; seconded by William J. Mageary. No further discussion. All in favor. Motion carried 2-0.

The Board discussed that there is a problem with the sprinkler system and the pump is not functional so the Town Administrator has stated that we think the pump may have been struck by lightning and if so then it

will be covered under insurance and the company is going to check it out tomorrow. The irrigation company is putting together a quote to correct the sprinkler system that has a issue with sinking. The Board decided to hold off on approving the Message Board and Batting Cages until the quote comes in. The Town Administrator mentioned that the message board may be a project a local scout troop would like to take on for community service.

## **Unfinished Business:**

### **i. Town Administrator update**

- William J. Mageary has stated that he was approached by a couple of people about buying commemorative pavers that are placed in the commons and asked the Town Administrator to look into it. The Town Administrator has stated that the pavers that have been purchased in the past per policy were \$65.00 for up to 15 letters; she has reached out to Heritage Memorials to see if the price has increased and is waiting to hear back from them.
- The Town Administrator reminded the Board that the Town Clerk had budgeted \$1,500 for office relief staff to help during vacations and during the busy time of elections. The Clerk would like the Boards approval to use one of the ballot clerks to do some mailings, filing, and answering of phones at \$14 per hour. Michael J. Cote made a motion to approve the Town Clerk to use one of her ballot people to cover time off at the rate of \$14.00; seconded by William J. Mageary. No further discussion. All in favor. Motion carried 2-0.
- The Town Clerk discussed with the Administrator the August 16th tax commitment deadline; she has requested the due date to be Friday September 30, 2022, which falls within the 45day window approved at Town Meeting.
- The Town would need a special Town Meeting for the renewal of the York County Deputy Sheriff's contract. The Board said that they would need a little more time to think about if they going to hold a special town meeting or put it on the November ballot and would like the whole Board to be present to make that decision.
- The Town Administrator informed the Board that she heard back from legal regarding the Fire Department bylaws, legal stated that we do not need bylaws because the Town policy supersedes them and the department is a municipal fire department now, not a separate entity. Rescue Chief stated that he was in favor to do away with the bylaws. The Town Administrator stated that the new Fair Chance Law dictates that we can no longer ask on a job application if there is a criminal history unless the specific position has a law that prohibits certain criminal background history, background checks can still be performed after an offer of employment has been given with the pending criminal background check.
- The Handyman does not feel comfortable with the wiring to change the ballasts that need to be changed. The Town Administrator stated she would look into finding someone to change them.
- The Town Administrator stated that the flooring contractor will be here sometime this week to give us a quote to refinish the upstairs flooring.

### **ii. Lexipol contract update**

The Board reviewed the revised Lexipol master service agreement. Michael J. Cote made a motion to approve the contract as rewritten for the first year in the amount of \$1,524 with a

possible year two; seconded by William J. Mageary. No further discussion. All in favor. Motion carried 2-0.

**New Business:**

**i. Rescue Chief Briefing**

Rescue Chief Gene Streck updated the Board that the two new hires have completed all of their training. He also informed the Board that he has had conversations with Chief Flynn of Lebanon EMS and the department has come aboard as a mutual aid for the Town of Shapleigh and Shapleigh will be on the run card for northern Lebanon. The Chief is looking into grants to purchase some of the more expensive devices needed by the department, such as the digital laryngoscope. The Rescue Chief also stated that they had responded to all calls in July except two of them because they were already committed on another call. He also informed the Board that the Maine EMS is moving forward to mandate flu shots starting in 2023 and he is concerned that the EMS field will lose more staffing as it had with the previous vaccine mandates.

**ii. Liquor License application for catered event 8/12/2022 at Mainely Rustic 63A Emery Mills Rd**

Michael J. Cote stated that he has recused himself from this deliberation as he hosted a political event at the location earlier this summer and did not want a conflict of interest. Tabled until next week's BOS meeting when Selectman Cudworth would be present.

**iii. Request for time off 8/24/22 CEO**

The CEO requested paid time off for August 24, 2022. Michael J. Cote made a motion to approve the CEO to take August 24, 2022; seconded by William J. Mageary. No further discussion. All in favor. Motion carried 2-0.

**iv. Certificate for Ernestine Lovell**

The Board signed a Certificate of Achievement for Ernestine Lovell, a town resident that has reached the age of 100 years old and wished her many more years of memories with family and friends.

**v. Williams Property Committee concern**

William Sleight was informed that there had been someone camping on the Gulf Road end of the Williams property. The Board would like the committee to work with the Town Administrator in creating a policy that the Board could approve that addresses these types of uses. Typically, in the past the only camping that has been allowed was for youth groups with prior written approval from the Board. William Sleight wanted to inform that Board that he has gotten a quote for the mowing at the park this year from Scott Brown of \$1,400. Selectman Mageary confirmed with the Town Administrator that the committee had enough money in the budget to cover this expense. Michael J. Cote made a motion to approve \$1,400.00 for mowing; seconded by William J. Mageary. No further discussion. All in favor. Motion carried 2-0.

**Information:**

- i. Planning Board Minutes, Applications, and Abutters Notices
- ii. Dividend payment from MMA/workers comp - The Town received dividends in the amount of \$1,286 from MMA .
- iii. Recreation Committee Minutes
- iv. Monthly Reports for July from YCSO

**Executive Session** - *none scheduled*

**Signatures:**

- i. Warrants
- ii. Certificate for Ernestine Lovell

**Any other business the Chairman may wish to bring before the meeting**

The Board asked the Town Administrator if we have received the new Transfer Station fee forms and she replied that she had picked them up today and had posted that the new fees will go into effect this coming weekend. The Board also stated that they have received positive feedback about the speed trailer and the Deputy Sheriff's presence on the Back Rd.

**Adjourn:** Michael J. Cote made a motion to adjourn at 7:30p.m.; seconded by William J. Mageary. No further discussion. All in favor. Motion carried 2-0.

These minutes are not verbatim, Joanne Holland, Office Assistant