

Shapleigh Board of Selectmen
Meeting Minutes
December 13, 2022

Call to Order:

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

In attendance: Rescue Chief, Gene Streck, Andrew Auger, and Darren Rogers.

Pledge of Allegiance: was recited

Approval of minutes from previous meeting:

Michael J Cote made a motion to approve December 6, 2022 minutes as presented; seconded by Scott E Cudworth. All in favor. Motion carried 3 - 0.

Public Comment: None

Unfinished Business:

i. Town Administrator updates

- i. The Guardrail on Goose Pond Road has been completed.
- ii. The Speed trailer has been stored until spring.
- iii. The Bylaws for the Fire Department are ready to be rescinded, just waiting on the final job descriptions.
- iv. The Town Administrator reminded the Board that she would be unable to attend the meeting/workshop on December 20th . The Board decided to hold the Budget workshop at 5:30 p.m. and go over the social service section.

ii. Septic Design

The site evaluation for the Community Center was performed on Friday, December 9, 2022 and did two test pits. The Septic Design has come in and is with the CEO Michael Demers for review.

New Business:

i. Rescue Chief Briefing

Rescue Chief, Gene Streck updated the Board that he has an interview on December 14, 2022 with a candidate for the EMT position. The Chief presented to the Board a new signature page for the Anthem contract as the previous one that was signed did not show Shapleigh Rescue department on it. The Chairman of the Board signed the new signature page with the other board members approval. The Chief wanted to acknowledge Lindsey Hunt for her service since 2016. The Rescue department has exceeded total calls from last year already.

ii. Abatement

The Board reviewed the Abatement for Map 016, Lot 048; the Homestead Exemption was not applied. Michael J. Cote made a motion to approve the Abatement in the amount of \$231.75 for Map 016, Lot 048; seconded by Scott E. Cudworth. No further discussion. All in favor. Motion carried 3-0.

iii. Appointment - Fire Chief

Michael J. Cote made a motion to approve the appointment of Steve Guillemette as Fire Chief to expire on June 30, 2023; seconded by Scott E. Cudworth. No further discussion. All in favor. Motion carried 3-0.

iv. 2023-2025 Winter Maintenance Bid Draft

The Board reviewed the Winter Maintenance Bid draft and asked the Town Administrator to change the wording from dirt to paved on the Town Farm Road.

v. Job posting draft

The Board reviewed the job posting for Town Clerk and asked the Town Administrator if the Town Clerk could be in on the interview process, she stated yes. The Board had no objections to the posting.

vi. Cleaning contract for 2023

The Town Administrator brought before the Board a proposal from the cleaning vendor requesting a increase in pay due to increase insurance fees; Michael J. Cote made a motion to increase the pay \$75.00 per month; seconded by Scott E. Cudworth. The Chairman asked the Town Administrator to ask the vendor if they would be willing to enter into a 2 - 3 year contract. The Town Administrator will reach out to the vendor. No further discussion. All in favor. Motion carried 3-0.

vii. Christmas Wreaths/Food Pantry

The Board of Selectmen wanted say thank you to Don & Donna Morton for the Christmas Wreaths on the front of the building and all the hams that he has donated to the Food Pantry.

Information:

- i. Planning Board Agenda
- ii. Town Report Letters due December 20th
- iii. Nomination papers available
- iv. Thank you card from the Rescue Chief
- v. Simpson price increase letter
- vi. Flyer for Municipal HR Training - Michael Cote, Gene Streck, and Michelle Rumney have signed up.

Executive Session –None

Signatures:

- i. Warrants
- ii. Abatement
- iii. Appointment
- iii. Anthem Contract - Rescue

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

Adjournment:

Michael J. Cote made a motion to adjourn at 6:28 p.m.; seconded by Scott E. Cudworth. Motion carried 3-0. These minutes are not verbatim, Office Assistant, Joanne Holland.