

Shapleigh Board of Selectmen
Meeting Minutes
December 20, 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 Office Assistant, Joanne Holland, Town Administrator, Michelle Rumney was absent.

In attendance: Rescue Chief, Gene Streck, Andrew Auger, Fire Chief, Steve Guillemette and Shawn Cavanaugh.

Pledge of Allegiance: was recited

Approval of minutes from previous meeting:

Michael J Cote made a motion to approve December 13, 2022 minutes as presented; seconded by Scott E Cudworth. All in favor. Motion carried 3 - 0.

Public Comment:

Shawn Cavanaugh wanted the Board to know that he submitted his nomination papers for the Selectman position that will be vacant in 2023.

Unfinished Business:

i. Town Administrator updates

- i. The guardrail at the Hargraves Bridge has been completed.
- ii. The Cleaning Vendor could only commit to a one year contract due to uncertain times.
- iii. The next Budget Workshop will be held on Tuesday, December 27, 2022 at 4:30 pm, the Board would like to see someone from the Acton-Shapleigh Youth Conservation Corps attend to go over financials.
- iv. The Town Administrator reminded the Board that this Friday, December 23 at 12 pm is the Holiday Luncheon for the staff.
- v. The Transfer station will be closed on Christmas and New Year's Day (both Sundays).
- vi. There will a benefit dinner on Saturday, January 14, 2023 from 4:30 - 6 pm at the Shapleigh Baptist Church for Assistant Fire Chief, Bryant Jackson. Price by donation. The Town Administrator will also accept donations for the family at Shapleigh Town Hall.
- vii. Nets on the big goals at the field will be taken down on Tuesday and the small nets were already taken down.
- viii. The Community Building - Planning Board process typically is done in two meetings (1 month). After discussion the Board would like for the Code Enforcement Office to move ahead and take control of it with one of the Selectman to be involved.
- ix. Simpson's demo prices increased again another 6.9%. The Town is barely covering the fees with the fees collected.

New Business:

i. Rescue Chief Briefing

Rescue Chief, Gene Streck updated the Board on the storm last week, he stated that he has picked who he is going to want for his officers as of January 1st. The glucometer's came in. Last year there was 243 calls and this year we are at 250 with a few days left until the end of the year.

ii. Fire Chief Briefing

- Went over the Benefit Dinner for Assistant Fire Chief Jackson again.
- Responded to 17 calls this past storm.
- Would like to have 4 road closure barricades and would like for it to possibly come out of the EMA account.
- New Compressor has come in and will be installed after the first of the year, CMP stated that it would take 10 - 12 weeks to install new pole and transformer.
- Purchased 2 ice rescue suits.
- There is 70lbs of Foam that has expired and got an estimate from Maine Labpack for \$2,030.06 to dispose of them.
- The Fire Department has 3 new applicants.

iii. Supplemental Assessment

The Board reviewed the Supplemental Assessment for Map 011, Lot 010E; the house was not applied in the assessment, assessment had been added. Michael J. Cote made a motion to approve the Supplemental in the amount of \$1,635.19 for Map 011, Lot 010E; seconded by Scott E. Cudworth. No further discussion. All in favor. Motion carried 3-0.

iv. EPL Request Deputy Town Clerk

Michael J. Cote made a motion to approve the EPL request from the Deputy Town Clerk; seconded by Scott E. Cudworth. No further discussion. All in favor. Motion carried 3-0.

v. Alt. position on the Planning Board Committee

Norman Baker submitted an application for the alternate position on the Planning Board Committee, the BOS asked for Mr. Baker to come in for an interview with the Board. The Town Administrator will contact him and set up a good time.

vi. Employee Evaluation - Office Assistant

The Board reviewed the Employee Evaluation for the Office Assistant. Michael J. Cote made a motion to approve a 3% raise for the Office Assistant for a good evaluation; seconded by Scott E. Cudworth. No further discussion. All in favor. Motion carried 3-0.

Executive Session – Pursuant to 1 MRSA 405 (6)(a), Personnel Matters

Michael J. Cote made a motion to enter into Executive Session Pursuant to 1 MRSA 405 (6)(a), Personnel Matters at 6:34 pm; seconded by Scott E. Cudworth. All in favor. Motion carried 3-0. Michael J. Cote made a motion to come out of Executive Session Pursuant to 1 MRSA 405 (6)(a), Personnel Matters at 6:39 pm; seconded by Scott E. Cudworth. All in favor. Motion carried 3-0.

Information:

- i. Planning Board Minutes, Growth Permit
- ii. Code Enforcement 2022 reports
- iii. Nomination papers available and Due January 10, 2023
- iv. Benefit Dinner Flyer
- v. Library Report that was requested

Signatures:

- i. Warrants
- ii. Town Report Letter
- iii. EPL - Deputy Clerk
- iv. Supplemental Assessment

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

Fire Chief, Steve Guillemette addressed the Board regarding the Fire Departments Annual Report Letter, he stated that he hasn't had time to do it and was requesting an extension, the Board gave him a one week extension but would need to be emailed to the Office Assistant by Tuesday morning December 27, 2022.

Adjournment:

Michael J. Cote made a motion to adjourn at 6:45 p.m.; seconded by Scott E. Cudworth. Motion carried 3-0. These minutes are not verbatim, Office Assistant, Joanne Holland.