

Shapleigh Board of Selectmen
Meeting Minutes
December 27, 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.

In attendance: Rescue Chief, Gene Streck, Fire Chief, Steve Guillemette, Norman Baker and Shawn Cavanaugh.

Pledge of Allegiance: was recited

Approval of minutes from previous meeting:

Scott E Cudworth made a motion to approve December 20, 2022 minutes as amended by the Chair; seconded by Michael J. Cote. Motion carried 3/0.

Public Comment: none

Unfinished Business:

i. Alternate Planning Board Member Applicant:

Norman Baker was present to discuss his interest in serving on the Planning Board to fill the vacant Alternate position. He expressed his interest in serving the community now that he is retired and has more time available. He is eager to learn more about the Board and their role in the Town and thought the alternate position was a good place to start. Michael J. Cote made a motion to appoint Norman Baker as an Alternate Planning Board Member, seconded by Scott E. Cudworth. Motion carried, 3/0.

ii. Town Administrator updates

- Transfer Station Closed New Year's Day (Sunday)
- CEO agreed to begin the Planning Board process for the Community Building
- Sanford public works, loan of barricades for the past weekend storm
- Winter plowing contract language suggested changes from RC North. Board is in agreement with the suggested changes.
- Traffic Barricade quotes requested through Uline, New England Barricade, Grainger, can utilize FEMA funds that have been reserved. New England Barricade has not provided a quote as of today.
- Phone issues at Public Safety Building fixed for now, provided both Chief's with info for the next time issues arise.

iii. Barricade Quotes

Scott E. Cudworth made a motion to purchase 4 traffic barricades through Uline for \$856.89 including shipping fees using the FEMA funds reserved, seconded by Michael J. Cote. Motion carried, 3/0.

iv. Comprehensive Plan

Michael J. Cote brought up moving forward with the Comp Plan in the future. Whilst

SMPDC is short staffed and not able to take on a new project for the next year, he suggested that the Board consider creating a reserve and putting a little money aside for the future. The Town Administrator looked into the need for grants to have an updated plan. It seemed the consensus from various agencies that while not all grants require an updated plan, some of the larger grants for Community Development do. The Board agreed to put an article on the Town Meeting warrant requesting \$5,000 to start a reserve fund for the Comprehensive Plan.

New Business:

i. Rescue Chief Briefing

- Rescue Chief, Gene Streck informed the Board via telephone that he wanted to put forward an applicant for hire. After review of the application, Michael J. Cote made a motion to hire Megan Moody to the Rescue Squad, seconded by Scott E. Cudworth. Motion carried, 3/0. When Rescue Chief Streck returned to the building from an emergency call, he informed the Board that he would begin the new hire orientation process while she awaited taking her National Exams. He also noted that she is also Firefighter I and II certified.
- The Chief let the Board know that due to some members being out of the area, one member leaving the department due to relocation, and one out on medical leave, that he approved a lot of overtime over the passed couple weeks to fill shifts. This should not be a factor after next week.

ii. Fire Chief Briefing

- Fire Chief, Steve Guillemette informed the Board that he had finished his annual report and emailed it to the Office Assistant. He thanked the Board for the extension due to the past couple of storms. He noted that there were 186 calls for service to date for the Fire Department.
- Chief Guillemette informed the Board of a call for a flooded basement over the weekend. There was a kerosene odor present. DEP was called in and approved the pumping of the basement provided absorbent mats were used and gave the homeowner a list of contractors that could provide service. The Chief instructed the homeowner that the department did not pump basements as they did not have sump pumps in their inventory. He did not want to use the department's Forestry pump as sucking up a foreign object could ruin the very expensive pump. The department did shut off the main electric supply so that the water did not cause an electrical hazard. The Chief asked the Board if they wanted him to purchase pumps to have on hand, the Board agreed that this was a good purchase. The Town Administrator provided prices from Harbor Freight of \$190 each. Michael J. Cote suggested that a policy be created to deal with these situations, when and when not to pump, and when DEP should be called in to evaluate in advance.
- The Fire Department was contacted to request boat access to Treasure Island for CMP to do repairs. The Fire Chief informed them that the Town did not have a boat and put them in contact with the TOILA president. The Maine Warden Service was able to provide an airboat for access and informed the Chief of damage to a structure on lot 74 on the island.
- The subject of loaning out generators was brought up and the liability that it can have on the Town if any back surge occurs if the generator malfunctions. It was agreed that generators should be only loaned out for only medically necessary needs and that a hold harmless agreement be signed by the

homeowner. Rescue Chief Streck noted that in some cases it may be necessary to get the resident into a medical facility, such as those with LVAD devices.

- Michael Cote inquired if there is a database of those that may need welfare checks during a storm or when power is out for a long duration. Chief Streck is working on such a database, but one does not currently exist.
- Chief Guillemette reminded the Board that there is still a handheld radio and pager that needs to be returned from a former employee. The Town Administrator had been told the member was still going to be active with Rescue. The Rescue Chief informed the Board that no further discussion has happened, so that should be returned. The Town Administrator will reach out to the former member and request those devices be returned.

Executive Session – none scheduled

Information:

- i. Planning Board Meeting for tonight has been cancelled.
- ii. SMPDC letter with 2023 dues
- iii. Spaghetti Dinner to benefit the Jackson Family, January 14th at the Shapleigh Baptist Church 4:30-6
- iv. Nomination papers due January 10th

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

William J. Mageary reminded the Board of the budget workshop next Tuesday at 4:30, he also had discussed with the Town Administrator to remind department and committee heads that beginning January 1st we are on a spending limit of 3/12 of the previous year's budget and only necessities should be purchased prior to Town Meeting.

Adjournment:

Michael J. Cote made a motion to adjourn at 7:08 p.m.; seconded by Scott E. Cudworth. Motion carried 3-0.

These minutes are not verbatim, Town Administrator, Michelle Rumney.