

Shapleigh Board of Selectmen
Meeting Minutes
July 5, 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: Gene Streck, Mike Demers and Michael Sabine.

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 June 28, 2022 as presented; seconded by Scott E. Cudworth. No further discussion. All in favor. Motion carried 3-0.

Public Comment: None

Unfinished Business:

i. Policy Review Draft

The Board had a discussion about letting the Town Administrator to make financial decisions on small items without having the Boards approval first, after discussion all Board members agreed that it will remain as is. Michael J. Cote made a motion to approve the revised Policy as presented; seconded by Scott E. Cudworth. No further discussion. All in favor. Motion carried 3-0.

ii. CEO Junkyard Violation follow up

The CEO asked the Board if he could start legal action against the property owner on Murray road if need be. The property owner has started some work. Michael J. Cote made a motion to approve the CEO to proceed with legal proceedings if need be; seconded by Scott E. Cudworth. No further discussion. All in Favor. Motion carried 3-0.

iii. Transfer Station Price List

William J. Mageary brought to the Boards attention the current price increase for the Transfer Station's big bulky items weren't enough to cover the price increase that the Town has encountered. The Town Administrator will look into it and bring the information to the Board at the next meeting.

iv. Updates from the Town Administrator

The Town Administrator updated the Board on:

- The Recreation field sprinkler system failure was fixed on Wednesday and will run extra time in hopes of saving the lawn. New controller allows them to monitor the system from the home office.
- Upstairs meeting room wiring is nearly complete. The Town Administrator will pick up a table for the control system and then Eric will be in to finish it.

- The Fire Chief Steve Guillemette met with some homeowners on Cypress Drive (a private road) who have concerns that the road is only 10ft wide and the fire trucks and ambulance may have a problem getting out there when there are snow banks. The Board had a discussion and stated that where it is a private road the owners would be responsible for widening the road.
- WEX fuel cards for the Fire Trucks are now in and the department should be taking advantage of the fuel savings by using the cards instead of the "in house" charge system.
- Maine PERS Program is in effect as of 7/1/2022 as adopted by Town Meeting, all but one eligible employee has signed up taking advantage of the new benefit.
- Recreation field locks were vandalized and Deputy Sanborn is looking to identify the individuals. The Recreation department is hosting an outdoor movie night at the fields, on July 17, 2022, activities begin at 7pm with the Disney/Pixar movie "LUCA" to begin at 8pm. More information on the Recreation Facebook page.
- Park Director officially on duty - reaching out to Potty's R us, electricians for estimates, sports fields, original field contractor for schematic on irrigation.
- Handyman, to paint concession stand and put 2nd coat on new doors this week. Fence post and plywood covering to come next.
- Boston Post cane - The Town Administrator and Town Clerk are still working on it.
- Waiting on the Acton Select Board to reschedule the contract negotiation regarding the contract Deputy. They have a board member that is out currently. It was requested that an early morning meeting would be ideal, the Town Administrator will be in touch with some dates.
- Computers are needed for Town Clerk, Deputy Town Clerk, and Office Assistant because they are outdated. There is only enough money in the computer budget to purchase two computers which should go to the Town Clerk and Deputy Town Clerk. Michael J. Cote made a motion to approve two computers; seconded by Scott E. Cudworth. No further discussion. All in favor. Motion carried 3-0.

New Business:

i. Rescue Chief Briefing

Rescue Chief Gene Streck notified the Board that the Rescue response times were nearly at national average and only had two open shifts this past week. He also presented to the Board a Lexipol master service agreement for training purposes, the Board tabled until the next meeting so they can review. Out of the three quotes that he has received he would recommend Lexipol. William J. Mageary asked how he would pay for it and Chief Streck replied out of his training account because a lot of training classes has not been scheduled and have not attended any classes due to the pandemic so it would be covered.

ii. Parking lot snowplowing contract bid

The Town Administrator gave the Board a copy of the parking lot snowplowing contract that has expired. The Board asked the Town Administrator to add to the contract; will be paid in five equal payments starting in December and ending in April. Michael J. Cote made a motion to approve the contract as presented to go out to bid; seconded by Scott E. Cudworth. No further discussion. All in favor. Motion carried 3-0.

iii. E911 Mapping estimate

The Town Administrator presented to the Board a request from the Fire Chief Steve Guillemette to have a E911 map made up where it would show all of the roads and fire hydrants in Town. Maine GIS is who the Town used previously to print maps no longer offers that service. Aaron from Western of CAI, Inc. quoted \$2,200.00 to create a E911 map with all new roads and fire hydrants which would include a hard copy and a PDF file for reproducing. It was stated that we already have that information available on the "I am responding" app available to Fire and Rescue.

Information:

- i. Planning Board Minutes, Growth Permits, Conditional Use Permits
- ii. YCSO Monthly Report

Executive Session - (if necessary) - None scheduled

Signatures:

- i. Warrants
- ii. Recreation Committee Appointment for Douglas Dowell
- iii. LRAP certification
- iv. Municipal Resolution - Spirit of America Tribute award
- v. Maine PERS

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