

Shapleigh Board of Selectmen
Meeting Minutes
November 1, 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: Assistant Rescue Chief, Sharon Jackson.

Pledge of Allegiance: was recited

Approval of minutes from previous meeting:

Michael J. Cote made a motion to approve October 18, 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. On November 30, 2022 at 1:00p.m. there will be a workshop held at the Acton Town Hall for the Keeping the Keys Program for Acton and Shapleigh residents, it will be one hour long presentation to help older drivers and their families plan to keep older drivers on the road for as long as safely possible. Anyone interested can contact the Town Administrators of Acton or Shapleigh to sign up.
- ii. A ceremony honoring York County Recipients of the Spirit of America Tribute will be held on November 2nd @ 3p.m. at the York County Government Building.
- iii. The Absentee ballot request deadline is November 3rd, unless special circumstances exist.
- iv. The deadline for 2023 budget requests is this Friday, November 4, 2022.
- v. The Town Clerks Office will be closed all day on November 8th and opening at 11 a.m. on November 9, 2022 due to the Election being held at the school.
- vi. The Town Hall will be closed on Friday November 11th for Veteran's Day.
- vii. The Board will have a workshop on November 15th at 5pm with Patco representative Jon Bell, to discuss future plans for a community building.
- viii. The Town Administrator did a walk through at the Library with the MMA insurance adjuster. The fire extinguishers and emergency lights need to be inspected on a monthly basis and the tag needs to be initialed with the date of the inspection. Gas detectors will need to be installed near the 3 propane heaters, the adjuster will send specifications in the next week or two.
- ix. The Town Administrator stated that the Advanced General Assistance training last Friday was very informative. The last class in the series is on December 2nd for "Winter issues". The State Emergency Rent Assistance program has been discontinued; this will fall back on the municipalities through the General Assistance Program.
- x. The Town Administrator was approached by Fred Smith regarding the Refrigerators and AC's disposed of at the Transfer Station; Currently we have someone that comes to empty the freon and then a separate vendor comes to pick them up, neither service has been timely as of late. Fred Smith, who is local, would charge \$10 per Refrigerator and \$5 per AC with the freon in them. The disposal facility he brings them to will handle removing the freon in accordance with State and Federal Guidelines. Michael J. Cote made a motion to obtain services from Fred Smith for the removal of all Refrigerators and AC's at the Transfer

- Station; seconded by Scott E. Cudworth. No further discussion. All in favor. Motion carried 3-0.
- xi. The Fire Chief accepted three resignations and appointed Tim Benoit as Interim Fire Lieutenant until December 31, 2022.
 - xii. There are six properties that foreclosure letters are being sent to on November 2nd, the property owners will have until the end of business on December 16, 2022 to pay off the 2020 tax balance.
 - xiii. The Road Commissioners and their crews are in the process of stockpiling at the Public Works Building this week. RC North reports that the speed bumps at the Transfer Station will be removed this week so that they are out of the way for plowing this winter.
 - xiv. The Budget Workshops will be scheduled every Tuesday @ 5 p.m. in December before the Selectmen's meetings.
 - xv. The Town Administrator informed the Board that minimum wage will increase to \$13.80 January 1, 2023. She noted that the 2022 Social Security Cost of Living rate was 5.9% and will be 8.7% in 2023. She requested that the Board consider what COLA they want to consider for the 2023 budget so that she can apply those numbers to salary lines in the budget.
 - xvi. Plowing Contract- After discussion the Board has decided to go out to bid on the plowing contract in January (current contract is good until May 2023).

New Business:

- i. Abatements and Supplemental
 - Map 008-002-A-002 Abatement of \$120.55 Reduction of Land - Michael J. Cote made a motion to approve the Abatement as presented; seconded by Scott E. Cudworth. No further discussion. All in favor. Motion carried 3-0.
 - Map 015-014 Abatement of \$231.75 for Homestead Exemption missing - Scott E. Cudworth made a motion to approve the Abatement as presented; seconded by Michael J. Cote. No further discussion. All in favor. Motion carried 3-0.
 - Map 008-067 Abatement amount of \$56.30 for reduction in land - Michael J. Cote made a motion to approve the Abatement as presented; seconded by Scott E. Cudworth. No further discussion. All in favor. Motion carried 3-0.
 - Map 006-005 Abatement of \$55.62 for Veterans Exemption mission - Michael J. Cote made a motion to approve the Abatement as presented; seconded by Scott E. Cudworth. No further discussion. All in favor. Motion carried 3-0.
 - Map 008-070 Supplemental in the amount of \$128.91 for Lot missed on original commitment - Michael J. Cote made a motion to approve the Supplemental as presented; seconded by Scott E. Cudworth. No further discussion. All in favor. Motion carried 3-0.
- ii. ACO Appointment
Michael J. Cote made a motion to reappoint Jim Driscoll as the Animal Control Officer; seconded by Scott E. Cudworth. No further discussion. All in favor. Motion carried 3-0.
- iii. Board of Assessment Review Appointment
Michael J. Cote made a motion to reelect Kathy Fagan for the Board of Assessment Review; seconded by Scott E. Cudworth. No further discussion. All in favor. Motion carried 3-0.
- iv. Michael J. Cote made a motion to elect Anna Desmond as the Election Warden; seconded by Scott E. Cudworth. No further discussion. All in favor. Motion carried -0.
- v. RSU#57 Director Appointment
After review of the Application from Karen Cudworth for the RSU#57 Directors position Michael J. Cote made a motion to approve Mrs. Cudworth for the position; seconded by William J. Mageary. Scott E. Cudworth recused himself. Motion carried 2-0-1.
- vi. Comprehension Plan
Selectman Michael J. Cote suggested to the Board that the Comprehensive Plan should be completed. A Comprehension Plan Committee would have to be formed and estimated cost would be around \$10,000.00 to complete. The Town Administrator will research with other towns and with SMPDC.

- vii.** Plowing Contractor- William J. Mageary informed the Board that the plowing contractor had reached out to him about purchasing the snow blower at the Fire Station. After discussion, Michael J. Cote made a motion for the Town to hold ownership of the snow blower and allow C & D Landscaping to service it and use it at the Public Safety Building to keep the doorways and sidewalks clear as described in the contract; seconded by Scott E. Cudworth. No further discussion. All in favor. Motion carried 3-0.

Information:

- i. Planning Board Agenda, Minutes from 10/11/22, BPL application and Survey
- ii. Library Trustee Meeting Minutes 10/11/22
- iii. Life Flight Foundation Letter

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

Michael J. Cote made a motion to go into Executive Session at 6:36 p.m.; seconded by Scott E. Cudworth. All in favor. Motion carried 3-0.

Michael J. Cote made a motion to Adjourn the Executive Session at 6:39 p.m.; seconded by Scott E. Cudworth. All in favor. Motion carried 3-0.

Signatures:

- i. Warrants
- ii. Certificate of Appointments
- iii. Abatements/Supplemental

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

Michael J. Cote made a motion to approve hiring part-time “fill-in” personnel at the Library; seconded by Scott E. Cudworth. No further discussion. All in favor. Motion carried 3-0.

Adjournment:

Michael J. Cote made a motion to adjourn at 6:40 p.m.; seconded by Scott E. Cudworth. Motion carried 3-0.

These minutes are not verbatim, Office Assistant, Joanne Holland.