

Shapleigh Board of Selectmen  
Meeting Minutes – Time 6:00 pm  
December 5, 2023

**I. Open Meeting**

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

**II. Attendance:**

Mike Demers, Darren Rogers, Gene Streck, Bill Mageary, Steve Guillemette, Wayne Pillsbury, Sharon Jackson, and Jeff Goodwin.

**III. Pledge of Allegiance** – was recited.

**IV. Approval of minutes from 11/28**

Michael J. Cote made a motion to approve November 28, 2023, minutes as written; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

**V. Public Comment** – *None.*

**VI. Unfinished Business**

i. Town Administrator Update

- Snowblower is so old and has not been maintained for some time, would need to have serviced and expect to have to replace too many parts in a short period of time, would not be worth it for our plow contractor to purchase our blower to maintain the walking path around the pond for skating. Can the Recreation Committee secure the services at the previously estimated \$1,500? After discussion Michael J. Cote made a motion to approve the request of the Recreation Committee; seconded by Scott E. Cudworth. No further discussion. Motion carried 2-1 (Shawn J. Cavanaugh opposed).
- Homelessness in York County, Summit for Legislators on the growing crisis of homelessness in York County. Monday December 11<sup>th</sup> at the Sanford Performing Arts Center at the High School 7:00pm. Chairman, Scott E. Cudworth and Town Administrator, Michelle Rumney will be attending.
- The Morton's have once again made the wreaths for the front of the Town Hall, the Town is so grateful for their kindness and generosity. A note of thanks has been sent.
- Staff Christmas luncheon, Friday, December 22<sup>nd</sup> @ noon has been scheduled. The Town Hall will close at noon for the day.
- Draft Tree Removal Contract given to the Board to review for next week's meeting.

ii. Ground Maintenance Contract

- A written contract based on the accepted bid from C & D Landscaping, with expectations and timelines of the term. The Board signed the contract.

iii. 23<sup>rd</sup> Street complaint/concern (tentative)

- The Town Administrator has not received a reply from Mr. Lewis verifying his ability to attend the meeting tonight.

Michael J. Cote made a motion to table indefinitely; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

**II. New Business**

- i. Department Head Briefings
  - Rescue Chief – Gene Streck
    - i. Responded as a mutual aid to the town of Wakefield.
    - ii. Had 26 run calls for the month of November; last year was 25.
  - Fire Chief – Steve Guillemette
    - i. The Fire Chief contacted our representative from CMP regarding the traffic (safety issue) in front of the PSB, they will be out tomorrow to see if it would be possible to put a flashing light across the road (already have an extra conduit pipe underground). Recommended sign that would state that emergency vehicles in roadway when flashing. He still needs to speak with the State about this.
    - ii. The roads were terrible Sunday night from the storm, responded to a motor vehicle accident on the Back Road.
    - iii. The ventilation ceiling tile above the ambulance is falling and asked if the handman could zip tie them.
    - iv. The Town Administrator asked if the stairs have been fixed and the Chief responded “No”. The Chief is following up.
  - Road Commissioner – North – Darren Rogers
    - i. Last week worked on ditching on the Gulf Road with a little more to finish this week.
  - Road Commissioner – South – Jeff Goodwin
    - i. Nothing to report.
  - Appointments
    - i. Michael Demers as Code Enforcement Officer/LPI thru 11/28/2024  
Michael J. Cote made a motion to reappoint Michael Demers as CEO/LPI thru 11/28/24; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.
    - ii. James Driscoll as Animal Control Officer thru 11/09/2024  
Michael J. Cote made a motion to reappoint James Driscoll as Animal Control Officer thru 11/09/24; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.
    - iii. Gene Streck as Rescue Chief of Operations thru 12/31/2024  
Michael J. Cote made a motion to reappoint Gene Streck as Rescue Chief of Operations thru 12/31/24; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.
    - iv. Steve Guillemette as Fire Chief thru 12/31/2024  
Michael J. Cote made a motion to reappoint Steve Guillemette as Fire Chief thru 12/31/24; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

### **III. Information**

- i. Food Drive, Cookie Walk, Crafts, Visit with Santa, 12/10 1pm-3pm Shapleigh Memorial School
- ii. Planning Board Public Hearing on proposed zoning changes 12/12 @6:30pm
- iii. Planning Board Minutes 11/14/23, Growth Permit: Map 8 Lot 6-C, Abutters notices: Conditional Use Permit Applications Map 17 Lot 27 and Map 8 Lot 34-A

iv. YCSO Monthly Report

**IV. Executive Session** - Michael J. Cote made a motion to authorize the Town Attorney to send a letter to the landowners on Hodgdon Road regarding blocking access to town property; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

**V. Signatures**

- i. Warrants
- ii. Grounds Maintenance Contract
- iii. Appointments

**VI. Any other business the Board may wish to present** – None.

**VII. Adjourn**

Michael J. Cote made a motion to adjourn at 6:25pm; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

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