

Shapleigh Board of Selectmen
Meeting Minutes – Time 6:00 pm
July 25, 2023

I. Open Meeting

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

II. Attendance:

Bill Mageary, Andrew Auger, Rescue Chief, Gene Streck, and Road Commissioner - North, Darren Rogers.

III. Pledge of Allegiance – was recited

IV. Approval of minutes from 07/18

Michael J. Cote made a motion to approve the minutes of July 18, 2023, as presented; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

V. Public Comment

Bill Mageary wanted to commend the Community Days Committee on the community day events.

VI. Unfinished Business

i. Town Administrator Update

- Special Thanks to the Community Day Committee for all of their hard work preparing and successfully putting on another great Community Day event. Also thank you to members of the community and Town Departments for their contributions and volunteerism and surrounding businesses who sponsored the events and donated food and auction items. The concession stand sold double the amount as last year and ran out of food around 1pm. The silent auction table raised enough money to fund another (2) \$1,000 scholarships. Bill Mageary stated that the Lion's Club would be making a \$300 donation as well towards the scholarship program.
- Sheriff King inquired whether the Board is interested in signing a deputy contract "as is" for another year. I have reached out to legal to see if we can renew without Town Meeting approval as the article last year allowed negotiations for a period of up to 4 years. I have a feeling that we will have to have a vote on it but will wait for confirmation from the attorney and update the Board.
- Building Committee to meet Thursday at 6pm to review site plan and plan the next steps, no additional proposals for architectural designs received as of today, with 6 requests for proposals sent out. Deadline is Thursday.
- Certified assessment ratio for 2023 is 80%. I recommend including a budget item next year to start building the re-evaluation fund back up. We last did reevaluation in 2018. State law requires us to maintain valuations equitably to at least 70%. The market may turn around sometime soon; however, we should start putting a little bit aside to be prepared if it does not.

- The Commons: The granite walkway pavers have been picked up and we are ready to accept orders. The existing pavers need a lot of work. The whole walkway needs a lot of work. There is also a tree at the entrance of the park near the gazebo that is dead and infested with ants, which needs to come down. The cat-n-nine tails need to be cut back before winter for skating on the pond as the rec committee has found someone to volunteer to maintain the rink this winter. The Board agreed, asked that the grounds contractor should edge as agreed in contract and then the handyman can take care of the rest.
- August 22nd 1pm-3:30pm, insurance loss consultant to visit and meet with department heads, review hazards and training information to ensure Dept of Labor Standards are in compliance. I have requested department heads be on site (at their respective locations) during that period for a pop-in. I have had a couple of scheduling conflicts and may have to reschedule this to another day.
- Williams Park, fire tower: The Williams Park Committee reported that someone has scaled the tower and removed the locked trap door at the top of the fire tower. The door is leaning up against one of the 4 posts presumably to provide access to the stairs above. The committee was going to remove the door and board over the opening to the top platform but wanted to make sure it was ok for them to do. The Board agreed this is a safety issue that should be taken care of.
- Update from the Fire Chief who could not attend the meeting: *“Good afternoon, yesterday we brought squad-1 to IPS to have the fill station installed in the truck. I got a visit from the IPS sales rep. yesterday afternoon. He informed me that due to the construction of the aluminum box the compartment will not support the 450 lb fill station. The box is all welded aluminum with an aluminum floor. there is no framing to support the compartment floor.so I need to come up with a plan B and will find a place in the station to set up a fill site. There will be a cost saving now that we will not have to retro fit the squad. I am waiting to find out what the cost saving is. We finished up hydrant flushing last week. We have two hydrants needing service. The first is at the old Eastman property, the new owner had some concerns last year when I approached them. I plan to revisit with them in the next few weeks. It would be nice to know if we have an easement. we also need to do some service work at John Payer’s house. the hydrant works but were picking up fine sand and a start of a sink hole at the base of the hydrant. There may be a break at the 90-degree elbow just below the fire dept. connection. I am finalizing the paperwork for the forestry grant; I have to get it in the mail by Monday July 31. Finally, I am proud of my team for stepping up and assisting with the community days. They helped get equipment and supplies to the commons, setting up and tearing down, along with controlling traffic and assisting the public with crossing at the intersection. Rich Anderson was a huge help with the use of his trailer transport items along with taking all the trash to the transfer station. If all goes well, I plan to be at next week’s board meeting. Thanks Steve G.”*
- Selectman Cavanaugh will not be present for next week’s meeting, August 1st.
- Selectman Cote will not be present for the following week’s August 8th meeting.

VII. New Business

i. Department/Committee Head Briefings

- Darren Rogers, Road Commissioner North
 1. Last week the shoulders were done on Goose Pond Road.
 2. Bamboo was done on Garland and Ross Corner Road.
 3. This week will be installing signs and doing the shoulders on Square Pond Road.

- Gene Streck, Rescue Chief
 1. Thanked Acton Fire and Rescue for their assistance on a medical call.
 2. The Medical Director wants to do regional training.
 3. State Certifications need to be done by the end of the year for drivers.
 4. There is a medical supply shortage, but we are good for the time being.
 5. The truck went in for a wiper recall.

ii. Pump Box Brook Bridge

DOT stated that the Pump Box Brook Bridge needs to be posted at 22 tons; the Road Commissioner will take care of it. If not done, then DOT will post the bridge and invoice the Town..

iii. Field Use Request- Shapleigh Rec Tiny tot soccer, Sundays Sept 1 through Oct 1st.

Shawn J. Cavanaugh made a motion to approve the Shapleigh Recreation Committee to use the field Sundays, from September 1st through October 1st; seconded by Michael J. Cote. No further discussion. All in favor. Motion carried 3-0.

VIII. Information

- i. Planning Board Agenda 7/25
- ii. Solar array production report for 7/122-7/1/23
- iii. New Legislation seminar 9/14, RSVP 9/1
- iv. SMAA Luncheon Invitation
- v. Building committee agenda 7/27

IX. Executive Session-

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

Michael J. Cote made a motion to go into executive session at 6:28pm; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

Michael J. Cote made a motion to come out of executive session at 6:35pm; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

Scott E. Cudworth made a motion to terminate the position of Parks director and add the duties to the current handyman's position; seconded by Michael J. Cote. No further discussion. Motion carried 2-0, Shawn J. Cavanaugh abstained.

X. Signatures

- i. Warrants

XI. Any other business the Board may wish to present

None

XII. Adjourn

Michael J. Cote made a motion to adjourn at 6:36pm; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.