

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

I. Open Meeting

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

II. Attendance:

Fire Chief, Steve Guillemette, Bill Mageary, Rescue Chief, Gene Streck, Gloria and Wayne Pillsbury, Assistant Rescue Chief, Sharon Jackson, Road Commissioner North, Darren Rogers, Jo-Ann Cavanaugh, David Wade, Bruce Lamb, Doug Ackroyd, and Mike McMahon.

III. Pledge of Allegiance – was recited.

IV. Approval of minutes from 05/30

Michael J. Cote made a motion to approve the minutes for May 30, 2023, as presented; 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

- Insurance walkthrough on Thursday, report will be coming in the next couple of weeks, of immediate note is that the vegetation around the storage building across from the Public Safety Building needs to be removed, some small saplings and other whips. The dirt parking lot needs some gravel added at the lip of the driveway.
- Who is responsible for vegetation maintenance at the Solar array? A tree has popped up in the middle of the panels and will need to be taken care of before it gets big and does damage. Road Commissioner North, Darren Rogers, will take care of it. Discussed the potential purchase of the array with adjuster, he suggested putting in an 8 ft chain link security fence prior to purchase as the insurance company will require it to prevent vandalism.
- Scheduled public hearing regarding potential ATV access route and send notice to all owners on the proposed routes for July 11, 2023, at 5:30 pm.
- Ozone monitoring station at rec field, trees/brush removal by DEP with Board's approval. The Board stated that they had already given permission when they signed the contract.
- Drone video of bell tower is still outstanding. Steve Foglio has done it and sent the pictures to the CEO, Michael Demers, and he will forward them to the Town Administrator.
- Fire Extinguishers are coming up to be inspected. To avoid separate travel charges all extinguishers will be brought to the Fire Station for all to be inspected at the same time.
- The light in the Town Clerk's office needs a ballast; Scott Cudworth will replace.

ii. Town Clerk/ Tax Collector/ Voter Registrar appointment effective 6/17/2023

- Kayla Moulton appointment to fulfill current term as Town Clerk/Tax Collector from June 17, 2023, until March 9, 2024.

Michael J. Cote made a motion to appoint Kayla Moulton as Town Clerk/Tax Collector until March 9, 2024; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

- Kayla Moulton appointment as Voter Registrar until 12/31/24.

Michael J Cote made a motion to appoint Kayla Moulton as Voter Registrar until December 31, 2024; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

iii. Results of Special Town Meeting

- Article 2: Mousam/Goose Pond Matching Grant funds, passed.
- Article 3: Turn out gear for Fire Department funds, passed.
- Article 4: Merging Fire and Rescue into one department, failed.
- Article 5: Additional Dwelling Unit changes to zoning ordinance, passed.

VII. New Business

i. Building Committee update, proposed design

The Building Committee presented to the Board a proposed design for the new Shapleigh Community Center per the Board's specifications. The building is designed to be 50' x 80'. There will be a full-size kitchen, it was asked if there are any special permits required for that and the Committee stated not if it is a residential stove that is put in.

ii. Department Head Briefings

- Road Commissioner North, Darren Rogers

Last week worked at the Transfer Station burning brush; also dug out the pit and had 12 trailer loads. This week will be working on more clean-up from the storms. Tomorrow June 7, 2023, will be working on Garland Road and replacing a culvert and clear debris from the washout and possibly replacing a driveway culvert as well.

- Rescue

Rescue Chief, Gene Streck presented to the Board run logs for May which are up from May's 2022. Calls are up 50% more than last year. The video Laryngoscope is now in service. The Chief stated that traumatic injuries (motor vehicle accidents) are down, but mental health and overdoses have increased. The Rescue Department is enrolled in the Narcan leave behind program.

- Fire

Fire Chief, Steve Guillemette asked the Board if a discussion could ensue regarding the Emergency Response Policy; the Board stated that a workshop needs to be arranged. Tuesday, June 20, 2023, at 5:30 was scheduled.

iii. Employee Evaluations-

- Michael J. Cote made a motion to increase the Land Use Secretary's pay 3% due to a positive review; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.
- Michael J. Cote made a motion to increase the Handyman's pay to \$16/hour due to a positive review (already budgeted for); seconded by Scott E. Cudworth. No further discussion. All in favor. Motion carried 2-0; Shawn J. Cavanaugh abstained.

VIII. Information

- York County Budget Public Hearing June 12th @ 4:00 pm
- Community Building Committee Meeting Minutes 5/11 & 6/1
- June 13th, no formal meeting but Selectmen to come in to sign bills/payroll warrants unless emergency arises.
- June 16th Town Clerk's last day in office, June 17th retirement celebration open house at Shapleigh first Baptist church 1pm-4 pm

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 pursuant to 1MRSA 405 (6) (a), Personnel Matters at 6:29 pm; 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 7:14 pm; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

X. Signatures

- i. Warrants
- ii. Appointments

XI. Any other business the Board may wish to present - None.

XII. Adjourn

Michael J. Cote made a motion to adjourn at 7:14 pm; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

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