

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

I. Open Meeting

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

II. Attendance

Fire Chief Steve Guillemette, Road Commissioner North, Darren Rogers, Rescue Captain, Rob Hughes, Assistant Rescue Chief, Sharon Jackson, Doug Akeroyd, William Mageary, Ginger Roberts, Jo-Ann Cavanaugh, Gloria and Wayne Pillsbury, Roseanne Chessie, Thomas Clement, Bruce Lamb, and Michael McMahon.

III. Pledge of Allegiance - was recited.

IV. Approval of minutes from 4/18/23

Michael J. Cote made a motion to approve minutes for April 18, 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. Building Committee meet and greet and project overview

The Board welcomed the new Building Advisory Committee and had a project overview on the Community Center. Maximum budget for the project is \$682,611 including clearing, well and septic, etc., and need to go out to bid by July 1, 2023.

ii. Town Administrator Update

- Formal Resignation letter from the Town Clerk/Tax Collector
- FEMA RPA has been submitted, will work with York County EMA and Maine EMA throughout the process for getting reimbursement to the fullest extent for the 12/23/2022-12/24/2022 (Storm Eliot) declared disaster event.
- Paving Bids are due prior to next week's meeting with sealed bids to be opened at the meeting.
- Review of Scholarship applications at 5 pm next week and will set up interviews for the following week.
- Pavers for the commons have been ordered and has received the first order for a stone on the walkway. As a reminder each paver engraved will be \$75 and the cost is due upon placing an order. Order forms can be picked up in the front or back hallway racks. T.A. will start advertising when the pavers are close to being ready, 8-10 weeks out on order.
- Carpet cleaning is scheduled for the morning of Monday, May 8th, asking everyone to avoid walking on them until Tuesday. After the cleaner has left, T.A. will lock up and take her laptop and work from home for the remainder of the day. The new air purifiers are in and working, staff has commented on how it has made a huge difference in the air.

- The “soon-to-be” new Town Clerk, shadowed with Joanne on Friday and will be in house one day a week going forward to get accustomed to Shapleigh’s standards of operation. Applications for the Deputy have started to come in and Kayla will begin scheduling interviews Mid-May.
- Massabesic Little League opening season at the recreation field begins this Saturday. They have offered a generous donation of baseball soil (turf) to improve the infield. A coded lock will be put on the baseball shed during the season so that coaches have access to the tools and are required to rake the infield after each use. The irrigation company is due out this week to move the waterline so that the last base can be poured for the new hoops.
- New copier is being delivered on Friday and the technician will be in next week to install.
- RSU57, is the Board interested in a follow up meeting to discuss the budget prior to May 15th vote in regards to how decisions were made and the error at State Level and how that affected each municipality? The Board declined.
- The Code Enforcement Officer will be out of the office April 16th, in the afternoon for an appointment.
- Shawn J. Cavanaugh has a zoom meeting Wednesday April 26th for Elected Officials and the T.A. will be attending an all day zoom webinar on Friday April 28th hosted by MMA for “Budgeting” from her office.

VII. New Business

i. Department Head Briefings

- **Road Commission North, Darren Rogers**

Has done a lot of chipping of debris from Storm Eliot and will be doing another weeks worth. Place gravel on Dogwood Road and Indian Village Road. Been getting gravel from Curtis pit on the H Road which is closer than Carroll's pit in Limerick.

- **Fire Chief, Steve Guillemette**

The new CMP pole is set. The Bill for Municipalities for new Fire/Rescue building has passed at the Senate and is sitting in the House now. Has two applications and will be getting another one on April 26th. Chief Guillemette stated that a new computer is needed, the one they have is slow and outdated.

Michael J. Cote made a motion to hire Freeman Sprague to the Fire Department contingent on background check; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

Michael J. Cote made a motion to hire Seth Merrill to the Fire Department contingent on background check; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

ii. Pole Permit-Coley Trafton

Michael J. Cote made a motion to approve the pole permit on Coley Trafton Road; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

iii. Appointment: Community Day

Michael J. Cote made a motion to reappoint Suzanne Gagnon to the Community Day Committee; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

VIII. Information

- i. Planning Board Agenda
- ii. CMP Letter from new account manager
- iii. Community Day Meeting minutes 4/19/2023
- iv. M.A. Bean Associates Letter

IX. Executive Session- Pursuant to 1MRSA 405 (6) (a), Personnel Matters, Town Administrator

Michael J. Cote made a motion to go into Executive Session at 7:05 pm; seconded by Shawn J. Cavanaugh. All in favor. Motion carried 3-0.

Michael J. Cote made a motion to come out of Executive Session at 7:36 pm; seconded by Shawn J. Cavanaugh. All in favor. Motion carried 3-0.

X. Signatures

- i. Warrants
- ii. Appointments
- iii. Pole Permit

XI. Any other business the Board may wish to present

Michael J Cote made a motion, based on a 100% positive evaluation, to increase the Town Administrator's salary as budgeted; seconded by Shawn J Cavanaugh. No further discussion. All in favor. Motion carried, 3/0.

XII. Adjourn

Michael J. Cote made a motion to adjourn at 7:37 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.