

Shapleigh Board of Selectmen
Meeting Minutes – Time 6:00 pm
May 2, 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.

Attendance

Rescue Chief Gene Streck, Fire Chief Steve Guillemette, Road Commissioner Darren Rogers, Rescue Captain Rob Hughes, Assistant Rescue Chief Sharon Jackson, Bill Mageary, Rosanne Chessie, Tom Clement, Mike McMahon, Bruce Lamb, Charlie Emerson, Mike Holbrook, Jo-Ann Cavanaugh, Wayne and Gloria Pillsbury.

II. Pledge of Allegiance - was recited.

III. Approval of minutes from 4/25/23

Michael J. Cote made a motion to approve minutes for April 25, 2023 as presented; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

IV. Public Comment - None

V. Unfinished Business

- i. Paving Bids- The Town Administrator opened the three sealed bids received for paving of Town Ways. The results of the bids are as follows:

	Dayton Sand and Gravel	Pike Industries	Carroll Materials/Allstate
Back Road	\$186,770	\$186,770	\$175,367
Town Farm	\$76,950	\$76,950	\$74,115
Owls Nest	\$135,404	\$124,777	\$130,983
Cr Gravel	<u>\$45/sy place</u>	<u>\$63/cy</u>	<u>\$52,210.08 for 33,468 lf</u>
Total:	500,959	\$461,017	\$505,464.28

To note: Addition fees will apply for gravel, with the exception of Carroll who included that in their price. Carroll has an additional mobilization fee of \$2,500 if work can not be completed in one trip. Pike charges \$24/sy additional for butt joints and \$200/ton for handwork. All three have an MDOT escalation clause based on liquid asphalt price of \$660 the week of 4/24/23.

The Board tabled the awarding of the bids until May 9th to allow time for the Road Commissioners to review the submitted bids and give recommendation.

- ii. Town Administrator Update

- A reminder that the scope of work needs to be completed for the painting of the Bell Tower at Town Hall. Perhaps someone has a drone who could video the condition to help visualize any defects that can not be seen from ground level. Scott mentioned that his son and law has one and will give him a heads up of our need.
- A citizen has submitted a proposed firearm ordinance that he would like the Board to consider putting before the voters. Getting on the warrant for June 3rd, is not an option at this time. The Board has been provided copies to review and do their homework on it,

and can decide at a later date if they wish to move forward with this at the next Annual Town Meeting.

- The Administrator is meeting with a representative from the National Fitness Campaign next Thursday to learn more about government grants for Outdoor Fitness. Initial thought is that perhaps these grant funds could be used to complete the Playground Capital Improvement at the Rec Fields.
- The new copier is installed and working like a gem, it is very user friendly and we will work with our Canon Rep to get detailed training for staff over the next couple weeks to learn of all the bells and whistles, so to speak

iii. Special Town Meeting Warrant Article Recommendations:

The Town Administrator explained that there may be a minor change to the Zoning Ordinance Article next week, but would like the board to make recommendations on all other articles before it is put forward to the Budget Committee to make recommendations. Our usual moderator is unavailable for that date, and the T.A is looking into alternative options. The Town Administrator read the following warrant articles aloud:

ARTICLE 2. Shall the Town vote to raise and appropriate **\$13,000** for Shapleigh's matching funds for a grant for the **Mousam Lake/Goose Pond** stormwater run-off mitigation project? Said project is being facilitated through York County Soil and Water Conservation District.

Michael J. Cote made motions to approve the article as written, seconded by Shawn J. Cavanaugh, motion carried 3/0.

ARTICLE 3. Shall the Town vote to raise and appropriate **\$25,000** to the Fire Department's **Turn-Out Gear Reserve Fund?**

Michael J. Cote made motions to approve the article as written, seconded by Shawn J. Cavanaugh, motion carried 3/0.

ARTICLE 4. Shall the town vote to have ambulance services along with firefighting services under one municipal department and enact the following **Shapleigh Fire-Rescue Ordinance?**

Michael J. Cote made motions to approve the article as written, seconded by Shawn J. Cavanaugh, motion carried 3/0.

VI. **New Business**

i. Department Head Briefings

- **Fire Chief, Steve Guillemette**

Michael J. Cote made a motion to hire applicant Elliot Payne, as recommended by the Fire Chief, to the Fire Department contingent on background check; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

The Chief explained that there were a couple of flooded basement calls, the new pump was loaned out on Fowler Way as they had 1 ½ feet of water in the basement

Mike Cote expressed concern of the truck repair/maintenance bills. He would like some research done to make sure we are using a repair company that is charging prices comparable to others in the area. He suggested cost comparison to other capable mechanics in the area.

In regards to the Proposed Fire-Rescue Ordinance, Chief Guillemette suggested requiring in the Job Description, that the New Chief live within 25minute response time of the

Shapleigh Border. He also inquired whether this would be an hourly or salary position, full time or part time. The Town Administrator explained that it would be a salary and the Chief would be required to work a minimum of 40 hours per week, which includes working “shifts” with the crew on duty. The salary would be made up of the current salary budgeted for the Fire and Rescue Chiefs as well as funds already appropriated for Per Diem Staffing, as the Chief would be 2nd on duty for at least 36 hours of those shifts. The additional costs would be health and retirement benefits, if the hired Chief chose to enroll in those. Chief Guillemette also expressed interest in offering input to the minimum qualifications, as the ones listed were very basic. The Board agreed that input from both the Fire and Rescue Chief would be valuable to this process, this was just a draft job description intended to be built upon.

- **Rescue Chief, Gene Streck**

Chief Streck informed the Board that the department had 25 calls and 28 patients in the month of April, the department is at approximately 100 runs year to date, with mental health and traumatic injuries number 1 reason for calls recently

Chief Streck showed the Board the newly purchased video laryngoscope, showing how lightweight and ergonomically friendly it was. The batteries in the cardiac monitor failed and have been replaced with a new monitor case, after 10 years it is expected.

He reminded the public of the 988 Suicide Crises Hotline

Following up on the Fire Station Act, Chief Streck spoke to a representative from Senator Susan Collins office, who suggested a request for Special Appropriations in March for a new station.

- **Road Commission North, Darren Rogers**

Chipping of roadside debris from Storm Elliot (Dec 2022) has begun, crew spent last week chipping and have gotten through less than ½ of all that needs to be addressed.

This weekend’s rain has caused Garland Road Hill to get washed out yet again, it has been repaired. Northern crew will continue to tackle the washouts of ditches and roads this week, immediate hazards have been addressed as they arise. Met with YCSWD representative, Shri Verrill along with engineers and residents to look at the proposed grant projects on Goose Pond Road.

VII. Information

- i. Planning Board Minutes, public hearings notice, growth permit approvals, abutters letters
- ii. Breezeline notice of residential increases
- iii. Building Committee Minutes from 4/25 and Site Walk notes from 4/27.

VIII. Executive Session- none scheduled

IX. Signatures

- i. Warrants
- ii. Letters

X. Any other business the Board may wish to present

XI. Adjourn

Michael J. Cote made a motion to adjourn at 7:10 pm; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

These minutes are not verbatim, Michelle Rumney, Town Administrator.