

Shapleigh Board of Selectmen
Meeting Minutes – Time 6:00 pm
May 30, 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, Town Administrator, Michelle Rumney, and Office Assistant, Joanne Holland.

II. Attendance

Fire Chief, Steve Guillemette, Road Commissioner North, Darren Rogers, Rescue Chief, Gene Streck, Andrew Auger, Bill Mageary, Wayne and Gloria Pillsbury, and Matt Leggett.

III. Pledge of Allegiance - was recited.

IV. Approval of minutes from 05/23

Michael J. Cote made a motion to approve the BOS Meeting Minutes for May 23, 2023, as presented; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

V. Public Comment

Gloria Pillsbury stated that Stanley Road had bright new yellow lines and wanted to know when Shapleigh was going to do their's; Road Commissioner North, Darren Rogers stated that he has not spoken with Road Commissioner South, Jeff Goodwin to find out when it is on the schedule.

VI. Unfinished Business

i. Town Administrator Updates

- Start reviewing policy for any changes needed, statutory changes to personnel policy. The Board will start reviewing before Tuesday meetings at 5pm.
- Thursday, June 1st the insurance company will be doing a walkthrough at the Transfer Station, Rec., Sand/Salt Facility, and storage unit.
- Audio did not respond for public hearing meeting, working to get that fixed before Saturday's Special Town Meeting.
- Saturday, June 3rd is the Special Town Meeting at 10am at the Town Hall (upstairs).
- Does the Board wish to meet on Tuesday, June 13th, RSU57 election being held at Town Hall. The Board decided to cancel and will hold one if an emergency comes up.
- July 4th (Tuesday) is a holiday so the BOS meeting will be held on Wednesday the 5th per the Board.
- Drafted mission statement. The Board reviewed and stated that no changes need to be made.
- Commons on schedule for spring clean up tomorrow, Wednesday, May 31st. What would the Board like to do about the winter plowing damages to the lawn? Suggested re-seed and hay. The Board decided to re-seed and hay.

Chairman, Cudworth stated that the commons look bad with debris and needs to be rectified.

Selectman, Cavanaugh stated that the handyman would be starting on the gazebo the beginning of July; the Town Administrator stated that it would need to be finished before the Community Day's event on Friday, July 21, 2023.

ii. Sanford Maine ATV Club – municipal grant application

Michael J. Cote made a motion to approve the municipal grant application as presented; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

VII. New Business

i. Department Head Briefings

- Darren Rogers, Road Commissioner North
Road Commissioner North, Darren Rogers stated that last week he had done some grading and filled in potholes and has decided to hire Tree Fella's for tree work. He will be working on Garland Road next week or so.
- Steve Guillemette, Fire Chief
Took possession of a new battery power cutting tool and would like to give the old one to Ross Corner Fire Department for parts. Michael J. Cote made a motion to approve donating the old power cutting tool to the Ross Corner Fire Department after the new one is put into service; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.
Attended Saturday May 27, 2023, at Hollis Training Center; BLS call did their final burn. Dig safe came out to re-mark for trenching, underground wire for the new compressor.
- Gene Streck, Rescue Chief
Last week was EMS week and Chief, Gene Streck handed out new scissors and thanked the personnel. Also thanked the Fire Chief, Steve Guillemette for his support and also gave him a pair of scissors. The Chief attended the National Fire Academy Training Center for Chief Executive Officers. Effective immediately diversity training will be implemented. Now posting a 28-day scheduling block for personnel to complete for hours. He has new review forms for the yearly reviews. May's calls have a 60% increase since last year.

ii. Fire Department Applicant for recommendation

Michael J. Cote made a motion to approve Jessie Martel's application to the Fire Department; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

iii. Employee Evaluation Recommendation

Michael J. Cote made a motion to approve the 3% pay increase for a positive review for the CEO, Mike Demers; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

VIII. Information

- Planning Board Minutes, growth permit, abutters letters
- York County Budget Public Hearing June 12th @ 4:00pm
- Proposed York County Budget with an increase of \$25,000
- Special Town Meeting Saturday, June 3rd at 10:00am at Town Hall (upstairs)

- Annual Policy Review to begin Tuesday, June 6th

IX. Executive Session - *as needed*

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 6:35 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.