

Shapleigh Board of Selectmen  
Meeting Minutes – Time 6:00 pm  
**November 21, 2023**

**I. Open Meeting**

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

**II. Attendance:**

Bill Mageary, Steve Guillemette, Jeff Goodwin, Gloria and Wayne Pillsbury.

**III. Pledge of Allegiance** – was recited.

**IV. Approval of minutes from 11/14**

Michael J. Cote made a motion to approve November 14, 2023, minutes as presented; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

**V. Public Comment**

Bill Mageary asked for everyone to take a moment to think about what they are thankful for and wished everyone a Happy Thanksgiving.

**VI. Unfinished Business**

i. Town Administrator Update

- The surveyor should be out flagging the property line this week on the Overlook lot.
- Andrew Auger and Lindsey Hint completed the painting in the PSB dayroom with the paint donated from Sherwin Williams.
- Fire Department is next in line for budget request workshop review.
- Sincere appreciation to the Waterboro Eagles who provided Thanksgiving Baskets to each town in the RSU57 district, as they have done for many years.
- Snowblower, contractor is concerned about using our snowblower as to what happens if it breaks while he is using it, who is responsible? If we can get someone to service it and it is on site for use, perhaps someone from the Recreation Department could run it?
- If it is done outside of regular business hours, could someone with their own tractor come load woodchips at the Transfer Station into their own vehicle so long as they sign a hold harmless agreement? The Board agreed that this would be fine as long as hold harmless agreement is signed and there is an attendant there.
- Attended the final steering committee meeting this afternoon with the York County Soil and Water District for the Mousam Watershed Stormwater Mitigation Grant projects, all invoices have been submitted, it could take a month or so for reimbursement.
- Nomination papers are available at the Clerk's office starting tomorrow for the March election. 1-Select Board Member, 2-RSU 57 Board Members, 2-Library Trustees, 1-Budget Committee Member, and 1-Town Forest Trustee.

ii. Job Posting – Fill in transfer station attendants job posting has been sent to the Reporter and is posted at Town Hall and online. Weekend availability is a must, especially Sunday as our current fill-in cannot do Sunday at this time.

**VII. New Business**

i. Department Head Briefings

- Road Commissioner North is out of Town.
- Rescue Chief is out of Town, but available by phone.
- Fire Chief – Steve Guillemette
  - i. Last Thursday went to Augusta and met with Kent Nelson from the forest service and filled out a application for grants for forestry equipment. Has received \$7,000 in the past for saws and batteries.
  - ii. Brochures on the new changes for burning permits, no permit is required for campfires upto 3’ x 3’, red flag is no burning at all and that includes charcoal briquettes.
  - iii. Christmas lights are up.
  - iv. Only 2 weeks left for the pump classes.
- ii. New Policy proposals
  - Slip, trip, and fall prevention.
  - Return to work.
  - VDT/Workplace Ergonomics.
  - Animals in public buildings.

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

### **VIII. Information**

- i. The Town Hall will be closed Thursday and Friday for the Thanksgiving holiday.
- ii. Ground Maintenance Bids are due next Tuesday.
- iii. Zoning Board of Appeals Public Hearing 12/04 @ 7pm.
- iv. Food Drive, Cookie Walk, Crafts, Visit with Santa, 12/10 1pm – 3pm Shapleigh Memorial School.
- v. Planning Board Public Hearing, 12/12 @ 6:30pm proposed ordinance amendments.
- vi. Growth Permit: Map 1, Lot 41, Conditional Use Permits: Map 17, Lot 43 and Lot 44, Map 30, Lot 11, and Lot 11A.
- vii. Planning Board Minutes 10/24, Abutters letter.
- viii. Conservation Committee Minutes 9/19/ and 10/10.

### **IX. Executive Session - as needed.**

### **X. Signatures**

- i. Warrants
- ii. Employee Letter

### **XI. Any other business the Board may wish to present.**

Shawn J. Cavanaugh thanked Bill Mageary for the volunteer services that provides for the community.

### **XII. Adjourn**

Michael J. Cote made a motion to adjourn at 6:20pm; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

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