

Shapleigh Board of Selectmen
Meeting Minutes – Time 6:00 pm
October 24, 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, Gloria and Wayne Pillsbury, Gene Streck, Kody Lagassee, Darren Rogers, Roland Legere, Jo-Ann Cavanaugh, Ann and Peter Ward, Bruce Lamb, Sue Marcoux, Sharon Jackson, and Michael McMahon.

III. Pledge of Allegiance – was recited.

IV. Approval of minutes from 10/17

Michael J. Cote made a motion to approve October 17, 2023, minutes as presented; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

V. Public Comment

- Bill Mageary commented on the public hearing held last Tuesday saying that the proposed ordinance is at least, in part, a violation of the 2nd Amendment. So, he was pleased to see that it was shelved. Bill feels the heart of the issue which started this whole thing, the “pit”. His suggestion for the Boards consideration is:
 - i. He doesn’t feel that the Town should send a crew in to clean it up and then send the owner a bill. Rather, he feels that between the Health Officer and Code Enforcement officer they should prepare an Order requiring the owner of the land to clean up the area, to the Town’s satisfaction, within 30 days. If the Order is not complied with, the owner would be subject to a \$500.00 fine and another \$50.00 a day for every day thereafter that the Order is not complied with. And as time goes by and the fines mount up, the Town could eventually put a lien on the property. For some reason if the owner did comply with the Order, he would be required to present to any person a written permission to shoot on his land and not a blanket statement, but a letter specifically written to each person with the understanding that whatever is carried in must be carried out. Also, he feels that the Town should seek a refund of legal fees, seeing that the proposed Ordinance was flawed. Either that or have an agreement with the attorney that the preparation of the Order be done at no cost to the Town. Bill does not think that the Town should open a shooting range with the matter of liability, cost of construction, annual maintenance and someone or committee to supervise it. The Board will take under advisement.
- Ann and Peter Ward came to the Board with their concerns about the pit again and stated that they want the Town to do something about it. Peter Ward agreed with Bill Mageary. The Board explained that the Town Attorney was working on it and that the Town must follow the proper legal route so that the Town is not held liable.
- Sue Marcoux also stated that the Conservation Committee has had contact with the EPA, etc. and was told that there was nothing that they could do about it either.

- Roland Legere stated that Selectman Cavanaugh had attended the MWSDC meeting and had great ideas, one being on saving \$15,500.00 on the dock that would be used for light debris and weed removal.
- The Budget was not voted on as there were things that the committee needed to sort out.
- Thanked Road Commissioner, Darren Rogers for starting the ditching on Goose Pond Road Grant Project.

VI. Unfinished Business

i. Town Administrator Update

- CEO inspection schedule update, the CEO will do his best to schedule inspections outside of open office hours.
- Planning Board Laptop, purchase order
The TA received 3 quotes for the Planning Board Laptop, the lesser cost of the three came in from Amazon which came in at \$783.75 (\$800.00 was budgeted). Michael J. Cote made a motion to approve the quote from Amazon in the amount of \$783.75 for the Planning Board laptop; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.
- Budget Request update: the following requests have not been submitted yet:
Roads South, Acton/Shapleigh Historical Society and Sexual Abuse Response.
The Town Administrator reached out and gave them until the end of this week to submit the requests.
- Report from Insurance Site Visit – 2 Emergency lights not working, MSDS Book not available, Emergency Action Plan, Hazard Communication Plan
- Emergency Action Plan for Town Hall and Transfer Station Completed, will review with employees, MSDS book has been created and put in the Break room, Haz-Com plan also is finished, the handyman needs to replace batteries in the Emergency Lights and is aware.
- Budget Committee met and was in favor (4-0) of the \$1,750 ARPA balance to be put on the Warrant Article.
- MMA Prop/Casualty claim reps are to sit down on Thursday to update with changes.
- York County GA Roundtable, Wednesday 2pm-4pm Arundel
- Next Monday – attending MMA (Human Resources) web meeting at 1pm
- Next Tuesday – hosting DHHS for annual GA Audit at 11:30am
- The TA reminded the Board that they should be thinking about the Cover and Dedication pages in the Annual Report. Michael J. Cote made a motion to table until a later date; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.
- Follow up on Knox boxes:
The Planning stated that for future sub-divisions they will ask the applicant to reach out to the Fire Department to see what he wants.
- The TA heard back from the Town Attorney regarding the ROW deed for the Goose Pond Overlook and he concurred that yes, the Town does have a legal ROW over Hodgdon Rd.

ii. Grounds Maintenance bid request draft

Michael J. Cote made a motion to approve the grounds maintenance bid request for the mowing at the Ball Field, Shapleigh Library, Shapleigh Commons, Carl Robertsons trail, and the Shapleigh Town Hall; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

iii. Community Building update

The Community Building Committee presented to the Board a sight plan for the Community Building and Shawn J. Cavanaugh has two site walks on October 26, 2023 scheduled with interested bidders.

iv. Warrant for Special Town Meeting

Michael J. Cote made a motion to approve the Warrant article as written for the Special Town Meeting; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

VII. New Business

i. Department Head Briefings

- Road Commissioner North – Darren Rogers
 - a. Still working on Ross Corner Road, has gotten the major ditching for this year complete and has moved over to Goose Pond to work on the Watershed Grant Project before the deadline. Waiting for Carroll's to come in and grind the butt joints out so he will know when the paving will begin.
- Rescue Chief – Gene Streck
 - a. Rewriting the Mass Casualty Response Plan and when it is complete will give the Board a copy of it.
 - b. The Commissioner for Maine EMS has resigned.
 - c. The Blue-Ribbon Commission was re-appointed, and no seats are being changed. They are going to be sending out the first 10% of the 31 million dollars and the Town could receive anywhere between a minimum of \$15,000 to a maximum of \$200,000.
- Fire Chief – Steve Guillemette.
 - a. The Pond is filling slowly, had problems with the pump and had to have the company come out to service so the Fire Chief Guillemette is looking to get credit for the time that the pump was down.
 - b. The Fire Chief wants the scrub to be cut back at the storage units because it is hazardous trying to exit out onto Route 11, also he would like the TA to look into having the speed limit reduced because it is hazardous.

The Town Administrator stated that Saturday, October 28, 2023, is National First Responders Day and would like to thank all of our first responders for their efforts in keeping Shapleigh safe.

ii. New Hire – Rescue

Rescue Chief, Gene Streck asked the Board to approve Tim Johnson as a new hire for the Rescue Department stating that he comes from Ross Corner Fire Department and is a great employee. He is a Fire Fighter and is currently attending EMS classes, also he lives on the north side of town and would be a huge asset. Shawn J. Cavanaugh made a motion to hire Tim Johnson for the Rescue Department; seconded by Michael J. Cote. No further discussion. All in favor. Motion carried 3-0.

iii. Archive Social Proposal

The TA went over archive social proposal with the Board. Social media platforms do not have the ability to archive social media so with the Freedom of Information Act there can be no way to pull up post once they are deleted unless screen shots had been taken. The TA spoke with Civil Plus regarding software to archive social media platforms and was quoted at \$4,688.00 for the first year with a \$2000.00 maintenance fee every year thereafter for up to 12 accounts. Civic Plus is the only company currently that has this software geared around Government FOIA request solutions. The Board wants to explore other options and will revisit this later.

VIII. Information

- i. Simplified Green Homes 10/26 @ 12:00pm re: Public Safety Building Awning

- ii. Special Select Board Meeting Friday, 10/27 @ 12:00pm re: Public Safety Building Awning proposal, signing of 11/14 Special Town Meeting Warrant (*if not ready tonight*)
- iii. State Referendum Election 11/7 voting at Town Hall 8am-8pm or by absentee
- iv. Tri-County Waste Group – negotiations meeting 11/8 at 6:30pm, North Berwick
- v. Special Town Meeting 11/14 at 6:30pm, re: reallocation of remaining ARPA funds

IX. Executive Session – as needed.

X. Signatures

- i. Warrants
- ii. Special Town Meeting 11/14/2023 Warrant

XI. Any other business the Board may wish to present – none.

XII. Adjourn

Michael J. Cote made a motion to adjourn at 7:09pm; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

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