

Shapleigh Board of Selectmen
Meeting Minutes – Time 6:00 pm
September 5, 2023

I. Open Meeting

Chairman, Scott E. Cudworth called the meeting to order at 6pm, 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, Darren Rogers, Wayne and Gloria Pillsbury, Gene Streck, and Sharon Jackson.

III. Pledge of Allegiance – was recited.

IV. Approval of minutes from 08/30

Michael J. Cote made a motion to approve the previous week's minutes, 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. Town Administrator Update

- Replacing the exterior lights became quite the project. Found many electrical hazards, rotten wood, bare exposed wires, etc.
- TA will not be present for the meeting on September 12, 2023.
- Trunk or Treat Candy collection box coming to Town Hall.
- The Town Hall is collecting school supplies.

The Selectmen discussed asking the people of the town to allow the Board to change the Treasurer's position from elected to appointed; due to qualifications. This will be considered on the March Town Warrant.

ii. Proposed Deputy Contract Renewal

After reviewing the Deputy Contract Renewal Michael J. Cote made a motion to table until a estimated costs are provided; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

iii. Treasure Island Landowners letter

After reviewing the Treasure Island landowner's letter Michael J. Cote made a motion to approve the letter; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

iv. Goose Pond/18th Street Stormwater Mitigation Grant Project Agreement

The Board reviewed the Goose Pond Rd./18th Street Stormwater Mitigation Grant Project Agreement. Michael J. Cote made a motion to approve the agreement; 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
 1. Goose Pond Road clean up and wash out repairs.

2. Working on catch basins.
 3. Bush hogged at the solar array and the distance from the solar panels and tree line is 13’.
 4. Owl’s Nest Road’s driveway culvert needs to be replaced.
- Rescue Chief, Gene Streck
 1. The Rescue Chief wanted to thank everyone that has submitted a subscription, there was a huge turnout of subscriptions this year with additional donations.
 2. The Rescue Chief also wanted to thank his staff for all their hard work.
 3. 4 staff members have enrolled into advanced classes.
 4. The fender flare on the Ambulance has been repaired.
 5. Went over the Call log for August. 28 calls for the month and 221 for the year to date.
 - ii. Fixed Asset Engagement Letter/ RHR Smith
The Board reviewed the Fixed Asset Engagement letter and the Chairman signed.
 - iii. Municipal Authority Level Change
The Board reviewed and signed the Municipal Authority Level change form for motor vehicles.
 - iv. Proclamation, Constitution week – September 17 – 23.
After reviewing the request to sign and post from Daughters of the American Revolution, Michael J. Cote made a motion to sign the proclamation for Constitution week; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.
 - v. Liquor licenses- catered events 9/23,10/8,10/14 @ Babbling Brook Farm
Michael J. Cote made a motion to approve 9/23, 10/8, and 10/14 liquor licenses for the catered events at Babbling Brook Farm; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.
 - vi. Chairman, Scott E. Cudworth brought to the Board that he was informed that the compactor at the Transfer Station (up top) is leaking oil and also motor causing arcing and smoking; the Town Administrator will contact R. W. Herrick to look at it.

VIII. Information

- i. **Public Hearing- 9/19 5:30pm -GA Ordinance**
- ii. **Volunteer BBQ- 9/15 5:30pm**
- iii. **Property Tax due date- 9/29**

IX. Executive Session- (as needed)

X. Signatures

- i. Warrants
- ii. Municipal Authority Level Change
- iii. Fixed Asset Engagement Letter/ RHR Smith
- iv. Treasure Island Landowners Letter
- v. Goose Pond/18th Street Stormwater Mitigation Grant Project Agreement

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

XII. Adjourn

Michael J. Cote made a motion to adjourn at 6:32pm; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

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