

Shapleigh Select Board
Meeting Minutes
February 6, 2024

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.

II. Attendance:

Shaun Allen, Gene Streck, Darren Rogers, Jeffrey Goodwin, and Wayne Pillsbury.

III. Approval of minutes from 01/30/24

Michael J. Cote made a motion to approve the minutes as presented, seconded by Shawn J. Cavanaugh. Motion carried, 3/0.

IV. Public Comment- none offered

V. Unfinished Business

i. Updates from the Administrator

- Town Report is complete and in proofing process getting ready for print
- Scheduling interviews for the week of February 19, 2024, *Tuesday afternoon and Friday morning*
- As a reminder, the TA will not be present for the meeting next Tuesday the 13th. There is no business for the agenda at this time. The Board will see if anything comes up and make a decision later in the week.
- Pole at Transfer Station Gate has rotted and broke. Darren was able to make a temporary solution to be able to secure the gate, but a permanent solution needs to be planned. At the same time, the safety chains/fencing around the lower-level dumpsters could be addressed.
- Employee performance review completed, with recommendation to approve an increase to budgeted wage of \$17/hr. Michael J. Cote made a motion to approve an increase to \$17/hour as budgeted to the Transfer Station Recycling Attendant, seconded by Shawn J. Cavanaugh. Motion carried, 3/0.
- Reminder, Fire Dept SOG/SOP book to be reviewed by all Board members for approval at the next scheduled meeting.
- Community Building: Blasting bid specs, sprinkler system still in limbo...waiting for quote and waiting for response from Fire Marshal on requirement for emergency sheltering purposes.
- The Town of Shapleigh has been selected for a payroll audit for 2021. The Chair has signed the document allowing the Treasurer to communicate with the IRS for the audit.

- The Town Administrator confirmed with the Board and Road Commissioners that the charge per pick-up truck load of woodchips at the Transfer Station is \$10/load. A resident was asking online.

VI. New Business

i. Department Head Briefings

- Rescue Chief, Gene Streck: Reported that the furnace that heats the downstairs of the Station is out, a call has been put in to Mousam Valley Tech, the cold temps due to no heat are also affecting the burglar alarm and sending an error code. The department had 31 calls for service in January and has held that 1/day average through the first week of February. Top reasons for calls: Traumatic Injury, Shortness of Breath, Motor Vehicle Accidents, and falls. Medicare reported that they will be requiring another report in 2025. As requested by the Board, the Chief reported that in 2023 there were 155 calls that were not billable (out of 324) because the patient was not transported. Of those calls only 25 of them would have been billable under the new rules. 21 of those were motor vehicle accidents. The Board questioned if other communities are charging the motor vehicle collision responses where the auto insurance will cover. The Chief replied that he has not spoken to surrounding communities yet, but is aware that most of the Seacoast area agencies are charging.
- Road Commissioner North, Darren Rogers: Reported that his crew is working on moving the leaves and needle pile from the Transfer Station to the pit for composting.
- Road Commissioner South, Jeffrey Goodwin: nothing to report at this time

ii. Pole Permit- Back Road- Michael J. Cote made a motion to approve the pole permit for Back Road to service the new community building, seconded by Shawn J. Cavanaugh. Motion carried, 3/0.

iii. Tax Map Maintenance Contract for 4/1/2024 thru 3/31/2024- Shawn J. Cavanaugh made a motion to approve the Tax Map Maintenance Contract with CAI, seconded by Michael J. Cote. Motion carried, 3/0.

iv. Tax Supplemental Map 007-041-D-Dezan and /Tax Abatement 007-041-E- Jordan

Shawn J. Cavanaugh made a motion to approve the abatement for \$838.95 and supplement for \$838.95 as presented, seconded by Michael J. Cote. Motion carried, 3/0.

VII. Information

- York Count Sheriff's Office Monthly report
- Planning Board Public Hearings (3) 2/13 @6:30pm
- Shapleigh Community Day Committee Meeting Agenda 2/28/24
- Shapleigh Community Day Meeting Minutes 1/10/24

VIII. Executive Session- none held

IX. Signatures

- Warrants
- Pole Permit
- Tax Map Maintenance Contract
- Tax Abatement, Tax Supplemental

X. Any other business the Board may wish to present

XI. Adjourn Michael J. Cote made a motion to adjourn at 6:28 pm, seconded by Shawn J. Cavanaugh.
Motion carried, 3/0.