

Shapleigh Select Board

Meeting Minutes

March 12, 2024

I. Open Meeting

Chairman Scott E. Cudworth called the meeting to order at 6:00pm, Selectman Shawn J. Cavanaugh and Tom J. Small were also present. Also present, Town Administrator, Michelle Rumney, and Office Assistant Brooke Stuart.

II. Attendance:

Gene Streck, Kody Lagasse, Steve Guillemette, Darren Rogers, Bill Mageary, Mike DuBois, Wayne, and Gloria Pillsbury, Jeff Goodwin, Roseanne Chessie, Kathy Fagan.

III. Approval of minutes from 02/27/2024

- Shawn J. Cavanaugh made a motion to approve the minutes as presented, seconded by Tom J. Small. Motion carried 3/0.
- After approval of 02/27/2024 minutes, Scott E. Cudworth congratulated Tom J. Small on the new position on the Select Board.

IV. Public Comment

No public comments were made.

V. Unfinished Business

i. Updates from the Administrator

- a.* Update on Bank Issue: Check fraud led to the closing of the account, a list of outstanding checks has been provided and the Bank will work to cover those from the old account. Anyone with a Town of Shapleigh check issued prior to March 6th should deposit immediately so that we can clear that account. A new account has been opened and I am currently awaiting the new checks to arrive.
- b.* Results of Town Meeting Vote: Approximately 35 voters attended Town Meeting, all budgetary articles passed only 1 article failed which was article 9 addressing revegetation and shoreline stabilization.
- c.* Exterior Lights have been installed by the electrician at the Public Safety Building under the awning as requested.
- d.* Meals on Wheels- Community Leaders Week: Would anyone on the Board be interested in participating on Thursday March 21st @ 10am?

ii. Break area for Transfer Station Attendant

- a.* Break area for Transfer Station Attendant- The electrician replaced the GFI outlet at the Transfer Station and look at wiring the shed to change into a break area. His concern that once electricity

is installed and it is insulated, that there won't be room to put anything else (heater, microwave, minifridge) suggested that building an addition to current building but thought the Board should go down and take a close look at the shed before moving forward with the shed idea, it's very small.

iii. Community Building

- a. Community Building- budget estimates have come in for ledge/blasting as well as sprinkler system installation. \$161k for ledge blasting and the sprinkler system estimate at \$50k for system and \$90k for fire pump, plus work that would be done by others, underground storage tanks, fire pump building, electricity. The architect has drafted a proposed relocation of the building to possibly avoid a majority of the ledge bringing it closer to the road more in line with Town Hall. Should we proceed without sprinklers in the bid at this time, which would restrict sleeping accommodations when the building is used as an emergency shelter? What are the Board's thoughts on relocating the building? Shawn suggested some test holes first in the new location, perhaps one of the road commissioners could accomplish that. The Building Committee will be meeting on Thursday.*
- Tom J. Small made a motion to table sending the Community Building to bid until the next Select Board Meeting on 03/19/2024. Seconded by Shawn J. Cavanaugh, the motion carried 3/0.

iv. Fire Dept. SOP/SOG's

- a. Fire Dept SOP/SOG's- The Board and Town Administrator have reviewed the SOP/SOG's for the Fire Department some minor handwritten notes have been added with areas that need rewording.*
- Shawn J. Cavanaugh made a motion to put the SOP/SOG in place with the new edits. Seconded by Tom J. Small the motion carried 3/0.

v. Notice of Violation follow up and additional complaints re: Shooting @ pit.

- a. Notice of Violation follow up and additional complaints re: Shooting @ pit- the Board received an email with concerns from Mr. Dubois and he had inquired to the status of the issue as the firearms ordinance was tabled last fall. The area was cleaned up of debris, not by the owner, but by a citizen. The violation letter also addresses the noise, which has not been remedied. How would the Board like to proceed?*
- Shawn J. Cavanaugh made a motion to have the Code Enforcement Officer talk to the town attorney about this case. Second by Tom J. Small. Scott E. Cudworth added to also have Deputy Sanborn accompany Code Enforcement to the property. Motion carried 3/0.
 - Tom J. Small made a motion to approve overtime during this matter for the Code Enforcement Officer. Seconded by Shawn J. Cavanaugh. Motion carried 3/0.

VI. New Business

i. Department Head Briefings

- **Road Commissioner North – Darren Rogers:** Mentioned that he was working to get potholes filled with gravel, hopefully grading to follow.
 - **Road Commissioner South – Jeff Goodwin:** Has been stacking up gravel in the pit for the upcoming season.
 - **Fire Chief – Steve Guillemette:** Steve thanked the voters for approving the recent pump repair. The Department applied for a vent grant for \$69,000. Steve presented a request for a new box truck for extra supplies that does not fit into their fire trucks. The requested truck was \$60,000 for a 2024 truck. Tom J. Small suggested The Department investigate a box trailer at a fraction of that cost. The Chief was able to receive about \$35,000 in hydraulic tools, donated from Biddeford Fire Department.
 - **Rescue Chief – Gene Streck:** Thanked the voters for approval of budgets, and for the full-time position support. The Department applied for an EMS Grant that was based off run volume, The Department will receive \$15,000. A grant of a new neonatal transportation device was received on 03/12/2024, the device is priced at around \$1,000, and will be up and running in the coming weeks. Shapleigh Rescue just received a new application from a local paramedic, which would fill spot 23/25 on the rescue. In the month of February Shapleigh Rescue ran 23 calls and needed one mutual aid transport. The majority of those calls were, motor vehicle accidents, mental illness, and diabetic check ins.
- ii. **Recreation Committee Appointment**
 - Scott J. Cudworth made a motion to appoint Robert Carcoran III as Recreation Committee Member. Seconded by Tom J. Small. Motion carried 3/0.
 - iii. **Pole Permit – CMP – Square Pond**
 - Shawn J. Cavanaugh made a motion to approve the pole permit, seconded by Tom J. Small. Motion carried 3/0.

VII. Information

- i. Planning Board Agenda 03/12/2024 @ 7pm
- ii. Planning Board Minutes 02/13/2024
- iii. Growth, Best Practical Location, Private Way permits
- iv. Community Day Minutes 02/28/2024
- v. YCSO Monthly Report
- vi. Transfer Station Closure 03/31/2024 for Easter.

VIII. Executive Session

Was not needed

IX. Signatures

- i. Warrants
- ii. Pole Permits
- iii. Appointment

X. Any other business the Board may wish to present.

Fire Chief Steve Guillemette stated to be aware of a recent scam going around. The Chief stated that scammers will call saying your property is for sale and put a cash offer on it.

XI. Adjourn

- Shawn J. Cavanaugh made a motion to adjourn at 6:59pm, seconded by Tom J. Small. Motion carried 3/0.