

Shapleigh Select Board

Meeting Minutes

March 19, 2024

I. Open Meeting

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

II. Attendance:

Darren Rogers, Bill Mageary, Jo-ann Cavanaugh, Roseanne Chessie, Wayne, and Gloria Pillsbury

III. Approval of minutes from 03/12/2024

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

IV. Public Comment

- No Public Comment.

V. Unfinished Business

- i. Updates from the Administrator**
- ii.** *Town Administrator will be in a workshop all day Wednesday.*
- iii.** Insulation bid draft, draft prepared based on previous estimate.
 - Shawn J. Cavanaugh made a motion to send the Insulation for the fire dept. to bid, seconded by Tom J. Small. Motion carried 3/0.
- iv.** Tires in bin- vendor will no longer jump in bin, must be accessible to walk in; Darren will look into reworking the current pit to allow for side access.
- v.** As a reminder, Department heads should return insurance schedules to the Town Administrator next week with any additions, deletions, or changes in value.
- vi.** Hodgdon Road- boulders were moved, by someone other than Town employee/committee members, that were blocking the Turtle Trail and are now blocking the unimproved part of the "road" as well as the newly cut snowmobile trail. Photos were provided by a resident and by a Conservation Committee member who happened to be out hiking last week. The snowmobile club also reached out to me today. The Board agreed that the boulders need to be put back where they belong.

- vii. The Town Administrator was contacted by a company who is interested in potentially leasing land owned by Town on Gray Road for cell tower, would need approx. 10,000sq ft. Proposal for lease is \$900/mo
 - Tom J. Small made a motion to table the cell tower until a conversation is had with the Code Enforcement Officer, seconded by Shawn J. Cavanaugh. Motion carried 3/0.
- viii. Salt Bid specs- Requested from RC North the tonnage needed for next year for bid specs that are due in April.
- ix. Paving Bids specs- Need to go out to bid for the roads to be paved this year, other than Ross Corner and Owl's nest portions that had the price held from last year.

x. **Break area for Transfer Station Attendant**

- a. The current shed is not in any condition to invest money in, looking into prices for a replacement waiting on return calls. Perhaps a shed large enough to be both a break area and serve as storage, split use. The Town Administrator is awaiting pricing.

xi. **Community Building Committee updates**

- a. revised site plan #3 dated 3/17/24, suggest relocation of septic, which would need a new septic design/permit from Ken Gardener. When to go to the Planning Board and will the Committee or Board present the application? Possible cabinetry donation from a resident.

VI. **New Business**

i. **Department Head Briefings**

- **Road Commissioner North – Darren Rogers**: Darren has been going around cleaning up roads, filling in potholes. Working on ledge pack on side roads. Darren would like to get ditching on side roads, and cont. grading.

ii. **Application for employment**

- a. Application submitted with recommendation by the Rescue Chief for a Paramedic for Shane Enger.
- Shawn J. Cavanaugh made a motion to hire Shane Enger, seconded by Tom J. Small. Motion carried 3/0.

iii. **Letter of Resignation**

- a. Madge Baker has submitted a letter of resignation from the Williams Property Committee and the Planning Board. Jennifer Medico has submitted a letter of resignation from the Recreation Committee.

- Tom J. Small made a motion to regretfully accept the resignation of Madge Baker, seconded by Shawn J. Cavanaugh. Motion carried 3/0.
- Shawn J. Cavanaugh made a motion to regretfully accept the resignation of Jennifer Medico, seconded by Tom J. Small. Motion carried 3/0.

iv. **Policy amendment proposal**

- Shawn J. Cavanaugh made a motion to table the policy amendment until the next meeting, seconded by Tom J. Small. Motion carried 3/0.

VII. Information

- i. Planning Board minutes 02/27/24
- ii. Growth Permits: Map 5 Lot 43D, Map 3 Lot 32A, Map 3 (portion of) Lot 32A, Map 3 Lot 22B
- iii. Best practical location – 29 Pine Cone Drive
- iv. Conditional Use Permits: 63 Emery Mills Road, 39 Royal Coachman Way, 27 Pine Cone Drive
- v. Conservation Minutes 02/20/24
- vi. Community Building Minutes 03/14/24
- vii. County Budget Committee Caucus 04/10/24 @ 6:30pm
- viii. DEP PFAS Investigation
- ix. Transfer Station Closed 03/31/24 for Easter.

VIII. Executive Session

Was not needed

IX. Signatures

- i. Warrants

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

- Tom J. Small brought up to the Board that he is worried about sending an employee to the shooting pit to monitor decibel levels. His suggestion was that the Board investigate into a decidable monitoring station. The research that has been already done Tom found that the device for a month would be around \$1,400 to rent a month, or \$7,000 to buy the device outright. The Board agreed that this is a good route to go and requested that Tom look into it further.

XI. Adjourn

- Shawn J. Cavanaugh made a motion to adjourn at 6:43 pm, seconded by Tom J. Small. Motion carried 3/0.