

Shapleigh Board of Selectmen
Meeting Minutes
March 15, 2023

Call to Order:

Scott E. Cudworth called the meeting to order at 6:00 p.m., Selectmen, Michael J. Cote and Shawn J. Cavanaugh were present. Also present, Town Administrator, Michelle Rumney, and Office Assistant, Joanne Holland.

In attendance: William Mageary, Road Commissioner North, Darren Rogers, Rescue Chief, Gene Streck, and Megan Moody.

Pledge of Allegiance: was recited

Approval of minutes from previous meeting:

Michael J. Cote made a motion to approve the meeting minutes for March 7, 2023 as presented; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

Public Comment: None

Unfinished Business:

i. Selectman Chair selection

Michael J. Cote made a motion to nominate Scott E. Cudworth as the Selectman Chair; seconded by Shawn J. Cavanaugh. No further discussion. Motion carried 2-0.

ii. Town Administrator updates

- York County Soil and Water will be present remotely March 21st to discuss bringing back funding for the Goose Pond/Mousam projects that never got expended last year. Road Commissioner North is encouraged to attend. The steering committee for the project will meet on Thursday the 23rd via zoom, which I will attend and encourage Road Commissioner North to attend as well. T.A will forward the link when she gets it emailed to her.
- Tuesday March 21st- Meals on Wheels Community event, Mike Cote has volunteered. Someone should be reaching out soon. The Town Administrator will reach out to see if they need another person because Selectman Cavanaugh would be interested in volunteering as well.
- Advertising for “building advisory committee”? Details of scope of work for the advisory committees, timeline, size, budget, and possibly 5 members. After discussion the Board advised the Town Administrator to go ahead and advertise for the committee.
- Workshop with Road Commissioners to negotiate wage and equipment rates has been scheduled for March 21, 2023 at 5:30 pm.

- ARPA bonus criteria - After discussion the Board agreed to pay the qualifying employee's bonuses as approved by Town Meeting.
- TANs bid letters for signatures are in the folder. Michael J. Cote made a motion for the Town Administrator to go out to bid; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.
- Copier lease, so many issues with the current machine. Have demoed other machines, the Town Administrator believes that the Canon is the best fit for the towns needs and has the best reviews for quality and reliability and service. Lease/service payment would be \$209/month for 5 years. The Board agreed to have the Town Administrator start the process to get the lease documents for signatures.
- The Town Administrator informed the Board that the Office Assistant's computer was the only one that has not been updated and asked to purchase a computer in the amount of \$919.96. Michael J. Cote made a motion to approve the purchase of the computer in the amount of \$919.96; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

New Business:

i. Department Head Briefing

Chief Gene Streck, Chief Streck updated the Board on the video scope system and IV pump.

Road Commissioner Darren Rogers, gave thanks to the voters that elected him as Road Commissioner. He also updated the Board on the sand and salt facility. The sand/salt will be ordered next week to fill the facility.

ii. Draft Emergency Response Policy

After previous discussions, the Town Administrator worked collectively with the Rescue Chief to draft a policy addressing expectations of our staff/volunteers in Emergency Service when responding to a call for service. The board reviewed the draft, and a copy was emailed to Chief Guillemette to review and offer opinion//changes. Fire Chief Guillemette has not reviewed yet. Michael J. Cote made a motion to table until next week's meeting; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

iii. GIS Contract with CAI Technologies

Michael J. Cote made a motion to sign the GIS contract with CAI Technologies as presented; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried 3-0.

iv. York County Budget Committee notice

The York County Budget Committee will be meeting on April 12, 2023 at 6:30pm at the Alfred Courthouse. The Town Administrator will post on the Town's website to solicit interested parties that may like to join the committee.

Information:

- i. Planning Board agenda
- ii. Town Meeting/Election results
- iii. Caring Unlimited annual report

Executive Session –

Michael J. Cote made a motion to enter into executive session pursuant to 1 MRSA 405 (6) (a), Personnel Matters at 6:44pm, seconded by Shawn J. Cavanaugh. Motion carried, 3/0. Michael J. Cote made a motion to come out of executive session at 7:05pm, seconded by Shawn J. Cavanaugh. Motion carried, 3/0. Michael J. Cote made a motion to offer employment to candidate A at the terms agreed upon, seconded by Shawn J. Cavanaugh.

Signatures:

- i. Warrants
- ii. GIS Contract
- iii. TANS letters

Any other business the Chairman may wish to bring before the meeting

Adjournment:

Michael J. Cote made a motion to adjourn at 7:07pm.; seconded by Shawn J. Cavanaugh. No further discussion. All in favor. Motion carried, 3/0.

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