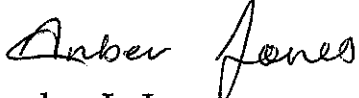
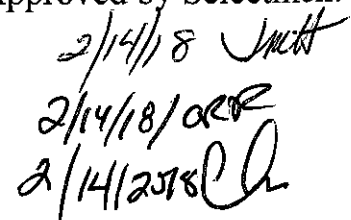


Submitted By:


Amber L. Jones
Administrator

**TOWN OF PHIPPSBURG
SELECTMEN'S MEETING
MINUTES
January 31, 2018**

Approved by Selectmen:



Meeting convened at 6:00 p.m. at the Town Hall with Selectman House, Selectman Mixon, Selectman Read and Administrator Jones present.

I. New Business:

1. Discuss the new allocation of administrative hours to support the Police Department, and define the funding source(s) for FY18 and FY19.

The part time Administrative Assistant position was based on 1,040 hours annually and was hired to assist all departments. The original thought was to have this role assist the Police Dept. one day a week during the summer months. However, training is needed up front. The question was raised as to where the funds would come from for the training. Also considered, was approving additional hours for training so as not to take away from the support needed by the Administrator during budget season. The Selectmen requested an estimate of how many hours the training would take before approving additional hours or funding. Administrator Jones will furnish the training schedule for next week's meeting. For next year, John will include a line item in his budget for his administrative support and reduce those hours from the Town Administration Account.

2. Open bids for the removal of Brush and Untreated Wood from the Transfer Station. No bids were received so they are none to open. Selectman Read asked about extending the bidding period for a few more weeks and advertise with MMA. Selectman Mixon explained there is a Plan B which is the next agenda item. Selectmen Read motioned to put the removal bid back out to see if anyone else has chippers they could bring to the Transfer Station to chip on-site which would be more cost efficient.

Vote: Selectman Read motioned to put the removal back out to bid for three weeks, which will be Wednesday, February 21st, at 5 p.m. Also put it on the website and the MMA website. Mike Young asked if the DEP had any recommendations of other chippers. Their response was Boothbay and Craig Marshall. Selectman House asked if Crooker's had any. Administrator Jones will ask them. Commercial Paving used to do it, but unsure if they still do; they were one of the ones we sent a bid package to 7-8 years ago. Pike Industries will also be looked into.

Vote was seconded by Selectman Mixon.

Administrator Jones asked if it was ok for her to still look into the second option while this is going out to bid. The reply was yes with pricing information.

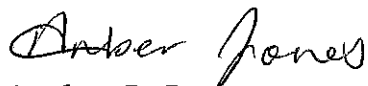
Vote passed by a vote of 3-0.

3. Discuss an alternate solution for obtaining removal/grinding services at the Transfer Station, namely the potential for a cooperative arrangement with the towns of Boothbay and Wiscasset.

Administrator Jones stated that Boothbay is offering to do the actual grinding as long as it can be delivered to them, which is where the Town of Wiscasset comes in. Hopefully we can

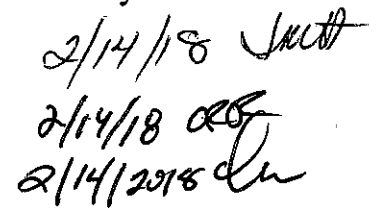
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Speak with Ron Leer at the Wiscasset Transfer Station next week. He has a truck that could do it but it would need to be pressed out. This is what needs to be worked out. The Town of Topsham, BIW and West Bath all use the grinding services out of Boothbay and Topsham uses the trucking out of Wiscasset. We would just need somebody to load. Selectman House spoke with Curtis, the Road Commissioner, and he said he could load with his excavator. Administrator Jones said the only requirement would be to have someone on site there while loading.

Mike Young commented that when the Town looked into this 7-8 years ago there was a spreadsheet listing all the costs; puts you in a hard spot as you need to weight the cost savings with someone who can come down and do the job. They had also looked at the possibility of Curtis loading.

Selectman Mixon stated that something needs to be done even if it's not permanent; we need to do something with what's there now before spring hits, and stated in order for them to give us a price per ton, Ron Leer needs to know how much fits into his truck. Selectman House feels this is a chance to try it out and start getting it cleaned up. Selectman Read wants to know what the prices are. Administrator Jones will attempt to get the figures and both Steve Lewis and Ron Leer to have attend a Selectmen's Meeting soon to answer questions.

4. Discuss who may fill the role of Moderator and attend training in February for Town Meeting 2018.

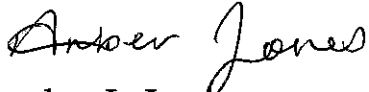
Merlin Suggs is interested. He is not a resident and has moderated at Board Meetings before. As a non-resident he would be impartial. Kim Albertson also offered to attend the training so that she could be a backup. Dot Kelly just recently expressed her interest in being Moderator. The training is coming up in February at a cost of \$55/person. Selectman Mixon feels they should send two out of the three to training in case there is an issue. Administrator Jones also stated that they have the Town Attorney as a backup as well. The Moderator will get sworn in after he or she is elected. Selectman House asked if they wanted to send one or two people to training. Selectman Read would like to send only one. Mike Young said he was trained as a back up to John as a contingency plan and was actually the Moderator at a couple of the small, special Town Meetings. Mike feels having a backup is always a good idea. Chris and Julie would like to send two.

Vote: Selectman Mixon motioned to send Merlin Suggs and Kim Albertson to Moderator Training, which was seconded by Selectman House and passed by a vote of 3-0.

II. Selectmen/Administrator Comments and Announcements:

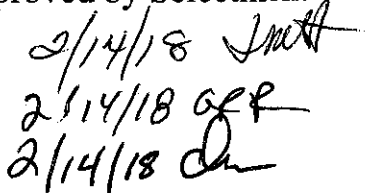
Administrator Jones stated that there has been a Legislative change that made Nomination Papers available earlier; they will be available this Friday, February 2nd. Positions that are

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open are: Board of Selectman, two Budget Committee positions, and the Road Commissioner; all for three year terms.

Selectman House would like to send condolences to the Skillins family for the passing of Pat Skillins.

III. Review and/or Sign:

1. Payroll and Accounts Payable Warrants

Vote: Selectman Read motioned to sign Payroll and Accounts Payable Warrants (Selectman Read recused himself from Warrant 76), which was seconded by Selectman House and passed by a vote of 3-0.

2. Selectmen's Meeting Minutes - January 24th

3. Treasurer's report for December 2017

Vote: Selectman Read motioned to sign the Selectmen Meeting Minutes and the Treasurer's Report, which was seconded by Selectman Mixon and passed by a vote of 3-0.

IV. Adjournment:

Vote: At 6:31 p.m. Selectman Read motioned to adjourn, which was seconded by Selectman Mixon and passed by a vote of 3-0.