

Submitted by:

ame

Approved by Selectmen:

3/31/21
[Signature]
[Signature]

Adele M. Suggs
Admin Asst

TOWN OF PHIPPSBURG
SELECTMEN'S MEETING MINUTES
March 17, 2021

*The Selectmen convened at 5:00 p.m. at the Town Hall with
Selectman Young, Selectman House, Selectman Mixon and Administrator Jones present.*

I. Adjustments

Vote: Selectman Young motioned to add under New Business, the consideration of the Posted Road Exemption Certificate for Sam Burgess. This adjustment was seconded by Selectman House and passed by a vote of 3-0.

II. New Business

1. Meet with John Morse to discuss the discontinuance of Mill Road as a Town-maintained road. Mr. Morse submitted a letter to the Board signed by all the owners of any land abutting the road. Mr. Morse further stated that the owners have agreed to prepare a road agreement that would govern how the road is maintained in the future. He believes that State laws say the Town would create a public easement, but the responsibility for maintaining it would be the abutters. There is typically a one year wait from the date a notice is sent to the abutters that do not have access to a public way; there are currently two lots who do not have access. The Town Attorney and/or MMA will be contacted and asked if a letter is signed by all the property owners to discontinue a town-maintained road, does the Town still have to follow the long process or does the process change and what about requesting damages? Mr. Morse will provide a copy of the most recent survey of the property. Selectman Young asked Mr. Morse that since the property owners are asking for this discontinuation, they do not want any damages. Mr. Morse responded "yes as far as he knows." Selectman House asked the difference between a discontinued road and an abandoned one. Selectman Young responded by stating that abandoned can be done if there is a situation where home owner's on a road say that it hasn't been maintained for the last 20-25 years and take the Town to court.

Vote: Selectman Young motioned to table any further discussion until next week which was seconded by Selectman House and passed by a vote of 3-0.

2. Consider the renewal of a Seasonal Liquor License for Sebasco Harbor Resort.

Vote: Selectman House motioned to sign the above renewal which was seconded by Selectman Mixon and passed by a vote of 3-0.

3. Consider hiring Ken Kellogg for the part-time Maintenance position, serving the minor maintenance needs of the Town Hall, Transfer Station Totman Library and the Fire Department. Mr. Kellogg is currently an employee of the Town, so he can be hired from within.

Vote: Selectman House motioned to hire Mr. Kellogg for the part-time Maintenance position, which was seconded by Selectman Mixon and passed by a vote of 3-0.

The question was raised about his rate of pay. It was decided to keep it at the same rate he is currently making at the Transfer Station of \$16.65/hour. He will be paid out of the individual departments' maintenance budgets.

Vote: Selectman House motioned to set the rate for Mr. Kellogg at his current pay which was seconded by Selectman Mixon and passed by a vote of 3-0.

Administrator Jones will let Mr. Kellogg know tomorrow and get in touch with the department heads informing

Submitted by:

AME

Adele M. Suggs
Admin Asst

Approved by Selectmen:

3/31/21
[Signature]

them of this hire in case they may need to adjust their maintenance line item budgets.

4. Set the holiday schedule through June 30, 2022.

The Transfer Station submitted a holiday schedule thru June 2022. This schedule will be included in the Town Report along with the Town Office closure listing.

Vote: Selectman Young motioned to follow the Transfer Station Holiday Schedule as submitted, which was seconded by Selectman House and passed by a vote of 3-0.

5. Consider Posted Road Exemption Certificate for Sam Burgess so he can put his lobster boat into the water.

Mr. Burgess will be traveling direct down Meadowbrook Road. According to the Ordinance to issue the permit the Town needs two of the following findings: no other route is reasonably available to the applicant and it's a matter of economic necessity, not mere convenience that the applicant uses the way. In this situation, he's a lobsterman and needs to get his boat in the water.

Vote: Selectman House motioned to grant a Posted Road Exemption for Sam Burgess which was seconded by Selectman Mixon.

This will occur sometime next week. The permit will be for a gross weight of 33,000 pounds.

Motion passed by a vote of 3-0.

III. Unfinished Business

1. Reconsider strategies to maintain a safe and healthy work environment and public services in response to the pandemic Covid-19.

Administrator Jones shared that she learned this week that regardless of having a negative COVID-19 test, you still need to quarantine for 7 days.

2. Discuss the status of the abandoned vessel removal.

Selectman House has spoken with Corey. She would like to see the Town proceed in applying for grant money as if the removal gets costly and Corey says "no" Selectman House would rather work with him than end up with the whole thing. Selectman Young understanding is that you spend the money up front and then get reimbursed by the grant. A figure will need to be brought forward at Town Meeting. There are two grants that can be applied for. The Harbor Improvement Grant is \$15,000 for a municipal match of 25%. The other grant is \$10,000 and you have to match 50%. Selectman House stated that if the Town could pay the \$15,000 then have Corey reimburse the Town 25%. Corey is going tomorrow to look at the vessel with Webber to see about the cost. Selectman House will have more information next week and the Board will need to present a figure to the Budget Committee. Selectman House would like to go with \$15,000 now and ask for the reimbursement or the Town will have to include the 25% also. Selectman Mixon added that they want to be clear about the legalities of being reimbursed the 25%. The Board will ask the Town for \$20,000.

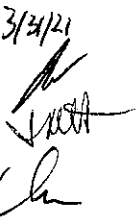
IV. Selectmen/Administrator Comments and Announcements:

Administrator Jones stated that nomination papers are still available and due back April 9th. There are two openings on the Budget Committee, one seat on the Board of Selectmen, and the Road Commissioner. Papers have been taken for the Road Commissioner and two Budget Committee positions. As of yet no papers have been taken for the open Selectman position. Selectman Young once again repeated that he will not be running for a 2nd term so it is an open race.

Selectman Mixon provided an updated on the County's tax burdens for the year. The combined budgets for

Submitted by:

Approved by Selectmen:

3/17/21


ans

Adele M. Suggs
Admin Asst

Sagadahoc County are \$10,706,293 which is an increase of 3.3% over FY 20-21. Operating and Capital Reserve has seen an increase in budgeting, and Debt Services and Corrections has seen a decrease. The amount to be raised by taxes has increased by \$125,920 which is a 1.4% increase over FY 20-21. One reason the amount to be raised by taxes has decreased from 3.5% last year to 1.4% this year is due to an increase in the amount of surplus available to offset tax appropriations. Phippsburg's portion of the county tax is \$1,215,378 based on a tax levy of \$9,117,617. This is a reduction of \$14,686 from last year. Selectman Mixon has the listings of the other Towns and what they are paying for country taxes this year. He also has very detailed spreadsheets and a lot of other information. If anyone is interested let him know and he will share what he has. Selectman House reminded that there will be a Clean-Up Day on May 1st with a rain date of May 8th. The details are being worked out and when she has more information she will share it. Selectman Young added that there is a bid opening tomorrow at noon for the Transfer Station contracts.

V. Review and/or Sign:

1. Payroll and Accounts Payable Warrants

Vote: Selectman House motioned to sign Payroll Warrant #91 and Accounts Payable Warrant# 92 which were seconded by Selectman Mixon and passed by a vote of 3-0.

2. Selectmen's Meeting Minutes for March 3, 2021

Vote: Selectman House motioned to sign the above meeting minutes which was seconded by Selectman Mixon and passed by a vote of 3-0.

Administrator Jones had some budget updates that she did not get a chance to forward to the board prior to tonight's meeting so she announced them verbally. These will be discussed next week at the meeting with the Budget Committee.

3. Selectmen's Policy on Committee/ Board/ Commission Appointments

The second draft of the above policy has been completed after conferring with MMA. Selectman Young made all the requested changes and would also like to have the Board Chairs review this draft and provide any comments. Any changes will once again be made and forwarded to the Town Attorney for legal review.

Vote: Selectman Young motioned to forward the above draft policy to the Commissions, Committees and Board Chairs for their review and input which was seconded by Selectman House and passed by a vote of 3-0.

Selectman House mentioned that the most recent stimulus bill was giving money to towns, governments and cities. These monies need to be used for certain things; some of these have to do with COVID. She believes that getting the new AC and better air circulation for Town Hall may come under this bill. Need to realize that this money will not be coming for quite some time. She believes Phippsburg's portion is approximately \$200,000.

Adjournment

Vote: At 5:55 p.m. Selectman House motioned to adjourn into a Budget Workshop which was seconded by Selectman Mixon and passed by a vote of 3-0.

- Budget Workshop