

Submitted by:

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Adele M. Suggs  
Admin Asst

Approved by Selectmen:

*Clm* 5/6/20  
*Nick* 5/6/20

*[Signature]* 5/6/20

**TOWN OF PHIPPSBURG  
SELECTMEN'S MEETING  
April 13, 2020**

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

**I. New Business**

1. Consider renewals for Seasonal Liquor Licenses for the following businesses: Spinney's Restaurant, and Anna's Water's Edge Restaurant.

*Selectman Mixon spoke with Chief Skroski and there were no issues with either establishment.*

**Vote: Selectman Young motioned to approve the renewals of the seasonal liquor licenses above which was seconded by Selectman House and passed by a vote of 3-0.**

2. Consider accepting a donation of \$500.00 to the Goodwill Fund from Tom and Elizabeth Charlesworth.

**Vote: Selectman Young motioned to accept the above donation to the Goodwill Fund which was seconded by Selectman House and passed by a vote of 3-0.**

**II. Unfinished Business**

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

*Selectman Mixon stated that the virtual meeting practices are in order.*

*Selectman Young reported that the Administrator had received a letter with concerns about our seasonal folks coming into town and what was going to be done about it. If they have contracts for rentals for campgrounds, like Small Point, they are allowed to be here. If the reservations were made before April 5<sup>th</sup> those reservations still stand. If reservations were made after April 5<sup>th</sup> and today, they shouldn't be here. They will have to be quarantined for 14 days (which is mandated) when they arrive and there is guidance on the website which tells you what is allowed and not allowed for self-quarantine. The Travel Bureau put a link for questions on visit.mane.com; complaints should be directed to them. Establishments are allowed to take general reservations after April 30<sup>th</sup>; however, they could be subject to cancellation if the State Executive Order is extended.*

*There is also an interesting real estate piece to this; the real estate industry is considered essential, so a house can be sold. Moving into a house that was just*

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*ams*

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*DM 5/6/20*  
*JMTA 5/6/20*

*A 5/6/20*

*purchased is not considered essential, but waivers are being granted from the State in certain situations, i.e. if someone has to be out of the current place they are staying in.*

*As far as pulling into establishments like Pine Tree or Bisson's maintain the 6' distance. If someone comes in with an out of state plate and there is concern, back away. Summer residents that own cottages may start arriving earlier than anticipated this year.*

*Administrator Jones had a question about PPE for Codes Enforcement and Assessing going to people's homes. Are we asking them to wear mandatory PPE? Under the latest order it is highly suggested. Selectman Mixon responded by saying that there is PPE coming from the Sagadahoc Emergency Management Agency specifically for Town Hall. This includes single use face masks with removable filters. These are anticipated for Codes and Assessing use. Selectman House feels that PPE shouldn't be mandatory but it is highly recommended. Codes Enforcement has changed his way of doing business so he is not interacting with people inside dwellings; he's either staying outside or waiting until after crews have left the building. Assessors are not going into houses; they are doing everything from outside. PPE will be made available to them, but it will be left up to their discretion if they want to wear it or not. Selectman Mixon announced that the Zoom Meeting Policy has gone out to the department/committee heads. These meetings will still be available for public viewing. The links will be posted on the Town Website. Log-in credentials will be on the meeting agenda. Contact the Town Administrator, who is the coordinator, if there are any questions.*

### **III. Correspondence**

1. Letter from Patrick Keliher, Commissioner, Department of Marine Resources acknowledging receipt of Phippsburg's Warrant Article regarding exclusive river herring harvest rights, and approval of the Town's plan to open Center Pond to harvest under conditional approval.

*Selectman Young announced that the Town received approval this year to do a commercial harvest at the Center Pond Fishway. 34 bushels is the limit. It's been a long road to be able to open it up. This is a direct result of the work that the Commission has done and a lot of data/statistics gathering over the last 5-6 years to have this happen.*

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*ame*

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*Sweet 5/6/20*

*J 5/6/20*

**IV. Selectmen/Administrator Comments and Announcements:**

Monday June 1<sup>st</sup> - Candidates' Night

Tuesday June 9<sup>th</sup> - State Primary & Municipal Elections Wednesday

June 10<sup>th</sup> - Annual Town Meeting

Thursday June 11<sup>th</sup> - Day 2, Annual Town Meeting (*If needed*)

*Administrator Jones wanted all, to know that as of now, the Town Meeting is being scheduled for June 10<sup>th</sup>, Candidates' Night for June 1<sup>st</sup> and Elections June 9<sup>th</sup>. Check for updates on the Town Website as this is subject to change.*

*Selectman House mentioned that Clean-up Day has been cancelled. Bags have been made available in a container in front of the Fire Department; you are free to help yourself. Once you have cleaned up in front of your homes, the full bags will have to be taken to the Transfer Station on your own. Please wear light colors so you can be seen. If you have any questions, you can call the Fire House and someone will get back to you. She also has plenty of food bags at the Fire House. The Bath Food Bank has provided 30 bags so far. If you need any, call Town Hall, the Fire Department or any of the Selectmen and we will deliver or you can pick up.*

*Selectman Mixon thanked everyone for doing their part in keeping social distancing practices and helping us try to flatten the curve. In our part of the world, we are in much better shape than places not too far away and the recovery numbers are going up; this number is important to keep in mind.*

**V. Review and/or Sign:**

1. Draft warrant article accepting the State's extension of the current lease of the Popham Pier to 2045. (*To meet grant requirement that 25 years remain*).

*Selectman Mixon explained that in 1995 the Town entered into a zero cost license agreement with the State of Maine who owns the Coast Guard pier down at Atkins Bay adjacent to Fort Popham. It was a 20 year lease and Phippsburg is responsible for the maintenance on it. The lease was renewed in 2015 and the State performed a conditional survey and determined a lot of work needed to be done to it. Monies to do these repairs were mostly raised through grants. The last piece of the puzzle is the last grant application on file which requires the Town to have a 25 year lease before they consider releasing the funds. Currently the Town is in year 5 of a 20 year lease. The Town is certifying that they will be adding a warrant article to the warrant asking for the Town's endorsement for the 25 year lease which would put the Town as owners of that facility until 2045. The State is also writing a letter of approval and that will be acceptable at the Federal level.*

**Note: Selectman Young motioned to approve the draft warrant article above which was seconded by Selectman House and passed by a vote of 3-0.**

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Admin Asst

Plm 5/6/20  
Approved by Selectmen:

*Smith 5/6/20*

*H 5/6/20*

2. Payroll and Accounts Payable Warrants

*The current warrants are last weeks as the Select Board did not meet last week. They were reviewed via e-mail, signed individually and sent back.*

**Vote: Selectman Young motioned to review and sign Payroll Warrant 101 and Accounts Payable Warrant 102 which was seconded by Selectman House and passed by a vote of 3-0.**

**Vote: Selectman Young motioned to review and sign Accounts Payable Warrant 103 which was seconded by Selectman Mixon and passed by a vote of 2-0.**

3. Selectmen's Meeting Minutes for February 19<sup>th</sup>, 20<sup>th</sup> & 26<sup>th</sup>, 2020

**Vote: Selectman Young motioned to review the above Selectmen Meeting Minutes which was seconded by Selectman House and passed by a vote of 3-0.**

*If Lisa can e-mail the warrants after the Board has done the preview, they can sign them, scan and e-mail them back to her, and that will be taken care of. It's allowable to approve them individually so there is no need to put these on the agenda.*

**Adjournment**

**Vote: At 5:30 p.m. Selectman Young motioned to adjourn which was seconded by Selectman Young and passed by a vote of 3-0.**