

Submitted by:

Shana Ferrara
Admin Asst

Approved by Selectmen:

8/4/21 JMSA
Ch

TOWN OF PHIPPSBURG
SELECTMEN'S MEETING MINUTES
May 19th, 2021

The Selectmen convened at 5:00pm at the Town Hall with Selectman House, Selectman Mixon, Selectman Young, and Administrator Jones

I. Adjustments: *Selectman House has 1 adjustment under Unfinished business, add #3, Covid-19 update. Motion made by Selectman Mixon, seconded by Selectman Young, passed 3-0.*

II. New Business:

1. Meet with Assessing Agent, Juanita Wilson to consider the MRS Annual Sales Analysis (7/1/19- 6/30/20) and Ratio Declaration and Reimbursement Application. *Assessing agent Juanita Wilson reviewed the presented forms with the Selectmen. Her request is to sign this and recognize that on the reverse of the state standard form, we still are running the % of waterfront % of inland sales below 2 people with intown zip codes. This hasn't come to a head yet but is something Juanita is keeping track of as she explained to the Selectmen. Motion made by Selectman Mixon to sign the Ratio Declaration and Reimbursement Application completed by Assessing Agent Juanita Wilson, seconded by Selectman Young, passed 3-0. Juanita then discussed the MRS Annual Sales Analysis (7/1/19- 6/30/20) which will be used to determine our state valuation for State Value '22 and presented all of the intown sales analysis that she has put together as our Assessing Agent.*

2. Consider approval of a public service liquor license, to serve alcohol on the vessel "Random Island" for the applicant Sebasco Harbor Resort. *Administrator Jones stated that she called the Liquor Commission of Maine who says that this is like an extension of their existing liquor license. Motion made by Selectman Mixon to sign the approval for the public service liquor license for the "Random Island" for Sebasco Harbor Resort, seconded by Selectman Young, passed 3-0.*

3. Consider accepting a donation of \$100.00 from Paul and Claudette Gamache for the Goodwill Fund. *Motion made by Selectman Mixon to accept the donation with a thank you! Seconded by Selectman Young, passed 3-0.*


III. Unfinished business:

1. Consider Dot Kelly's request for a revenue account for the Basin Oyster Restoration Project. *Dot joined the meeting on Zoom and Dean Doyle is present at the meeting. Selectman House asked Dot if she is working with the Shellfish Committee, and Dot states that Dean has been a major participant in the project along with Dan Watson who has been doing green crab help, Ellen Winchester- Vice Chair of Conservation Commission (Dot is chair), Caitlyn Cleaver - Head of Bates Morse Mountain Outreach facility, Rebecca Shultz - neighbor on Basin and has background in environmental science, and Dr Marissa MacMahon who used to live in*

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Phippsburg. The project comes under the Conservation Commission, and they voted at their last meeting to oversee the project along with the Shellfish Commission and to accept the \$1000 that the Nature Conservancy wants to donate. Selectman House asks if Dot is looking to set up a revenue account for this project specifically and if they are looking to get more donations? Dot states they do expect to receive additional donations and they are looking at a 3-year effort for this project. Expenses will include permit fees, buying larvae, and other expenses, and they are not using Conservation Committee funds or town funds. Selectman Young suggested that like the Town's 200th, which had an operating account and revenue account. Motion made by Selectman Mixon to create expense and revenue accounts for the Basin Oyster Restoration Project. Selectman Young seconded, passed 3-0.

2. Review the Department of Marine Resources' decision for the 21-22 commercial shellfish license allocations and fees. Dean Doyle is present to discuss. He states that last year we had 22 resident commercial licenses, 3 non resident commercial licenses. 2 of the residential and 2 non residential have been given up. They have only had 1 non resident put in some time, so figured through attrition and ordinance they would cut licenses back but DMR will not approve the reduction because we don't have any survey data. Unfortunately, surveys didn't get done last spring due to covid. DMR will approve the same number of licenses as last year and license cost to stay the same. DMR also wants surveys to be done this fall and will use their formula to go from there for the following year, and maybe there will be interest in the available licenses in the meantime. Dean will continue to work with DMR and will try to get them down here in June or September.

3. Covid update. The latest announcement "Moving Maine forward" plan from Governor Mills on May 14th, effective May 24th, will lift capacity limits, ease distancing requirements, and remove face mask requirements. Masks for unvaccinated people are only recommended at this point. Selectman Mixon made a motion to remove any Selectmen initiated Covid policies and replace them with the State's latest recommendations. Seconded by Selectman Young, passed 3-0.

IV. Department and Committee Reports: None

V. Correspondence:

1. Letter and inspection report from John Waterbury, Senior Loss Control Consultant, MMA Risk Management Services. Administrator Jones brought it up to ask if she should forward it to Department Heads. Selectman House agrees that all Department Heads take care of their own.

2. Letter from Terri Wright of CTAM (Community Television Association of Maine) regarding the status of public access stations in Maine. Administrator Jones brought this up because she doesn't remember ever getting a letter like this before. Selectman House points out that it's probably a reminder that they offer free services to people, which came up during Covid.

VI. Courses, Meetings, and Seminars: None

VII. Selectmen/ Administrator comments and announcements:

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Administrator Jones has absentee ballots available. 4 people running for office are Sue Levene (Selectman), Ed Toombs and Bruce Suppes (Budget), and Curtis Doughty (Road Commissioner).

Selectman Mixon shares that there's new pavement on Meadowbrook Road and they did a great job.

VIII. Review and/or Sign:

1. Payroll and Accounts Payable Warrant- Review and sign.

Selectman House has question on Accounts payable warrant #112, Pine Tree Waste bill, that charges \$880 for the dumpster that had a fire in it. Administrator Jones states that our insurance representative said we are not liable and our contract with Pine Tree did not make us responsible. Selectman House made a motion to void the Pine Tree Waste payment check #25972, making the total AP warrant #112 \$26,359.55. Selectman Young seconded, passed 3-0. Selectman Mixon motioned to sign Payroll Warrant #110, seconded by Selectman Young and passed 3-0. Accounts payable warrant #111- Selectman House recused herself, Selectman Mixon made a motion to review and sign AP warrant #111, Selectman Young seconded, passed 2-0.

2. Treasurer's Report for April 2021 -*Selectman Mixon made a motion to review and sign, Selectman Young seconded, passed 3-0.*

3. Police Detail Policy - *Selectman Mixon made a motion to table until next meeting, seconded by Selectman Young, passed 3-0.*

IX. Public forum: None

X. Executive session- None.

Adjournment: *Personnel Policy Handbook and Appointment Policy Workshop cancelled due to added agenda items and Selectman House having another meeting tonight. Selectman Mixon motioned to adjourn, Selectman Young seconded, passed 3-0. Meeting adjourned at 6:30 p.m.*