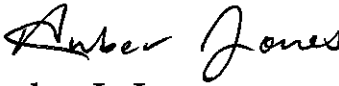





Submitted By:


Amber L. Jones
Administrator

**TOWN OF PHIPPSBURG
SELECTMEN'S MEETING
MINUTES
May 23, 2018**

Approved by Selectmen:

 6/27/18
 6/27/18
 6/27/18

The Selectmen's meeting convened at 6:00 p.m. at the Town Hall, with Administrator Jones, Selectman Read, Selectman Mixon and Selectman Young present.

I. New Business

1. Per Select Board Chair, Gary Read, review the order of the meeting.

There was an additional agenda item under Review and/or Sign - a holding tank for Sharon Bowden.

2. Meet with Code Enforcement Officer, Leighton Rainey to determine further enforcement action on two matters:

1) 39 Maple Street Map 40 Lot 1 ongoing junk yard violation, Sydney Rogers

Mr. Rainey explained that this is an issue the Town has been dealing with for quite some time. He went there with the DEP, Solid Waste Dept., and came up with a time line to get Mr. Rogers into compliance. He has failed to meet that. Mr. Rogers will have to come in to speak with the Board, and the Board will have to make a decision on how Mr. Rogers brings himself into compliance. Selectman Read said they would invite Mr. Rogers in to talk with the Board.

Vote: Selectman Mixon motioned that from two weeks from tonight, 6/6, bring Mr. Rogers into the Selectmen's Meeting to further discuss the actions that need to be taken at his property, which was seconded by Selectman Young and passed by a vote of 3-0.

2) The Historic 1774 Inn 44 Parker Head Rd. Map 8 Lot 26 allowed a movie company to shoot for multiply days on site that blocked the public roadway.

Lee Rainey reported that their current business license does not include that type of operation and they did create a public nuisance; they blocked the public roadway during a snow storm, and outdoor lighting was used late into night. Mr. Rainey was not aware of the filming taking place until the last day of shooting. Mr. Rainey stated the only recourse the Town has, is to bring them in and impose a fine. Marie Varian, speaking on behalf of the Planning Board, did not know about the movie until after the fact. Ms. Varian feels that it was a violation of their business permit and for the Planning Board to be approached or asked for an after-the-fact permit is not an option because there is no way to make an affirmative decision after the fact. Selectman Young asked Mr. Rainey what the range was for fines of this kind. Mr. Rainey mentioned that in the past they have always started at \$250.00 per M.R.S.A. 30A § 4452. Selectman Mixon asked if we knew if the Inn was open full time now. Mr. Rainey was not sure.

Vote: Selectman Mixon motioned to bring in 1774 Inn, also on June 6th, to discuss the violations, which was seconded by Selectman Young and passed by a vote of 3-0.

3. Meet with Ellen Winchester, Chair of the Community Garden Committee, and with the residents of Granite Ledge Road to hear concerns and recommendations for the location of the Community Garden.

Ellen Winchester went over some of the background for the new Selectman, Mr. Young and apologized for not checking in with the neighbors before pursuing the community garden project on Town Land, she felt it was a mistake, and stated that it is a good lesson for everyone to learn: that people are affected by any decision or idea that's new in town. After the Article was approved at Town Meeting, Ellen heard from a couple people on Granite Ledge Road and from Fred Bragg Road that they were surprised and

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Ch 6/27/18
My 6/27/18

upset by the idea of a Community Garden at that location. Mary, Curtis & Ellen went to talk to the residents of Granite Ledge Road at the site last Saturday and it turned out to be an excellent discussion. The residents had ideas for other places the garden could be located. Some of those residents, present at the meeting, expressed their concerns to the Board as well. Ellen felt that everyone should know their concerns, since ultimately it changes the outcome of what has been voted on at Town Meeting. Ellen continued by saying that some of the committee met on Sunday and all felt that they didn't want to locate the garden in a place where there isn't community support for it. As a Committee, they would like to rescind the plan to establish the garden in that location.

Curtis & Gary looked at a location west of the Salt Shed, south of the old Dump Station. Curtis is willing to get rid of the gravel and whatever has to be done to put the raised beds in there. Ellen stated that would be a nice location. The neighbors are in agreement with that location. Ms. Winchester also mentioned that there are still a couple of openings on the Community Garden Committee, if anyone is interested. Discussion was held about original plans, parking on Sam Day Hill Road and the setback which doesn't apply any more. Selectman Young's opinion on this is if the residents are uncomfortable with it and the group would like to look at a different alternative, once the Committee is appointed tonight, he's fine with them coming back to the Board. Selectman Mixon has real reservations about the sand and salt shed area. That area is already of concern with people in and out of there, especially when equipment is in there. A member of the public stated at this time of year, there is no equipment up there. Selectman Young suggested a site walk to look at the location.

Vote: Selectman Young motioned to accept Ellen Winchester's group request to withdraw their proposal to use the property on the corner of Granite Ledge & Sam Day Hill Road for a garden, which was seconded by Selectman Mixon.

Discussion held about the Pilot Program for the composting at the Transfer Station and why that didn't have to go before Town Meeting. Administrator Jones will ask Jessica, the Town Attorney, about this. Belief is that it was already a part of the Waste Program at the Transfer Station.

Vote passed 3-0.

4. Consider appointing the following individuals to the Community Garden Committee:

Ellen Winchester for a two-year term ending June 30, 2020

Joan Detel for a two-year term ending June 30, 2019

Patricia Haag for a two-year term ending June 30, 2020

Vote: Selectman Mixon motioned to appoint Ellen Winchester, Joan Detel & Patricia Haag to the Community Garden Committee, which was seconded by Selectman Read.

Selectman Young suggested that the first terms be staggered so that one position is expires each year. The next two members will be one year terms only.

Vote passed 3-0.

5. Consider accepting the following resignations:


Matthew Otis - Road Committee

Mark Hawkes - Road Committee

Cynthia LeMont - Harbor Commission

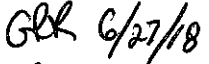
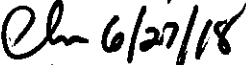
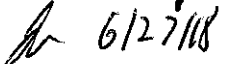
Administrator Jones stated there are only two written resignations. A written resignation was requested, but only received a verbal from Mr. Hawkes.

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Vote: Selectman Mixon motioned to accept the written resignations from Matthew Otis & Cynthia LeMont, and the verbal resignation from Mark Hawkes, which was seconded by Selectman Young and passed by a vote of 3-0.

6. Update on all of the open positions on Phippsburg Committees and Commissions.

Administrator Jones announced the following open positions: Board of Appeals, Alternate – remainder of 3 yr. term ending 2019; CATV Committee – 1 yr. position, 3 yr. term also, ending 2021; Appointed position on the Budget Committee ending 2019, filling Mike's spot for 3 yr. terms; 2 positions on the Community Garden Committee, each one yr. terms, renewing for a 3 yr. term; a two yr. term on the Harbor Commission ending 2020; we need a Land Trust Representative on the Planning Board, Planning Board terms are 5 yrs., ending 2023; two open positions on the Road Committee, those are 3 year terms, we have one ending 2019 and one ending 2020, and one position on the Shellfish Commission, an alternate position, three yr. term, ending 2021.

7. Phippsburg's new website, update and proposed date for going live.

Administrator Jones distributed a packet which shows the home page, side bar pages, as well as the top buttons, which expand down. The large portion that is on the current website has been migrated over to the new website. It may take a little more searching around to look at it or come into the Town Office to see what you see on there to decide when we ought to go live. Administrator Jones' personal feeling about it is once we have the tax maps and property cards up there, we could go live. Selectman Young asked if there was any way to have it up without the public URL but the private URL so we can have access from our computers. Administrator Jones replied yes and they can use her password to get in and see what you want to see. Selectman Mixon asked how the migration went/is going. Administrator Jones said it's about the same amount of steps to get everything on there, but the value of this particular website is that it is organized in a way that people may have an easier time finding things. Administrator Jones explained we are using a patch right now to make the current website work. Administrator Jones will send the log on information to the Board and go from there.

8. Review of FY18 Municipal Appropriation breakdown.

Administrator Jones announced to the Board that they have the breakdown with a note from Lisa which Selectman Read read aloud requesting the Board to table this review until she can get some further information from Mr. Brewer, the auditor.

Vote: Selectman Mixon motioned to table the above mentioned review, which was seconded by Selectman Young.

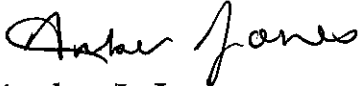
Selectman Young mentioned that the bottom line looks like we under-committed by \$132,357 and the auditors will need to figure out what do to with that. Selectman Young feels it will probably come out of surplus.

Tabled by a vote of 3-0.

9. Set a date for an organizational workshop for the Board of Selectmen.


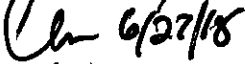
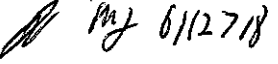
Selectman Read asked what this workshop was for. Selectman Young responded to set up Selectmen Goals for the coming year and Selectman Mixon wanted Selectman Young to be brought up to date on different issues currently going on that he might not be aware of.

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Administrator

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Vote: Selectman Mixon motioned to set the date for the Organizational Workshop for next Wednesday, 05/30, at 5:00 p.m., which was seconded by Selectman Young and passed by a vote of 3-0.

10. Consider next steps to fill the open Parking Enforcement position.

Administrator Jones announced that the current Parking Enforcement Officer could not take the position. John Skroski has two candidates, one of whom he feels is a strong candidate. Administrator Jones asked the Board if they want to advertise for this position or just interview the two candidates. The Select Board is all in agreement that this position should be advertised but for a short period.

Vote: Selectman Mixon motioned to advertise the Parking Enforcement position as soon as possible with applications being due on Monday, June 4th at 5:00 p.m. which was seconded by Selectman Young and passed by a vote of 3-0.

II. Selectmen/Administrator Comments and Announcements:

Administrator Jones reminded everyone that Town Hall will be closed on Monday, for Memorial Day. Selectman Young asked if we were on the Monday schedule for the Transfer Station – response was yes so they will be closed also, they will open on Tuesday; will post on the Website.

Selectman Young reminded folks that if they have US or Maine flags and would like to properly dispose of them because they are worn or tattered, you can drop them off at Town Hall or the Transfer Station. On June 16th, the American Legion will be having a Flag Burning Ceremony and the Girl Scouts will be helping out also. If you would like to come and watch, please feel free to do so.

Selectman Mixon thanked Julie House for her years of service as Selectman and other positions as well. Sometimes it's a thankless job and I just wanted to thank you for it. We also have a lot of positions open. It's a really great way to see how the Town works, to have your input, and mold it into the community you want it to be and be a part of. He encourages everyone who is even thinking about it to come in. Hopefully we can get that next generation of volunteers.

Selectman Read stated there was a great turnout at Town Meeting; thank you everyone for coming down, participating, and showing your concerns for the Town.

Marie Varian, of the public, suggested a possible demonstration of how to talk into a microphone. Selectman Mixon wanted to thank Kim Albertson, the moderator; it's a tough job to have and she did very, very well. Her effort is very much appreciated.

Selectman Read also expressed his thanks for the runners and the camera crew that helped out.

Merry Chapin received the Spirit of America Award and John Morse was recognized for his many, many years of service in all sorts of different positions, especially as Moderator, and Marie.

III. Public Forum:

Ashley Thayer, Chair of the Cable Committee, was asked to bring up the heat pump for the cable room downstairs; it's getting very hot. Selectman Mixon stated that Cable TV has money in their account, that they went through the budget process with, to install an independent heat pump for that system, to break away from the building system, because that's a computer room that generates heat when the rest of the building doesn't necessarily generate heat, year round. The Committee is ready to pull the trigger on the installation and wanted to make the Board aware of it.

Marie Varian announced that the Planning Board meeting, which usually meets the second Tuesday of the month, due to elections will be held at the Library next week. This means it will not be broadcast

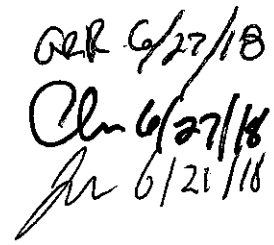
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Approved by Selectmen:



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live.

IV. Review and/or Sign:

1. RSU-1 Budget Validation Warrant
2. Coastal Humane Society - Annual Agreement for Services
3. Payroll and Accounts Payable Warrants
5. Annual Contract Renewal - Assessing Agent
6. Selectmen's Meeting Minutes for April 4 & April 11, 2018
7. Engagement Letter from Auditor, William H. Brewer CPA for upcoming audit of FY 2018
8. Holding Tank Variance for Sharon Bowden

Vote: Selectman Mixon motioned to sign the above. Selectman Young seconded all but the Selectmen Meeting Minutes, which were seconded by Selectman Read and passed by a vote of 3-0.

V. Adjournment:

Vote: At 7:13 p.m., Selectman Mixon motioned to adjourn, which was seconded by Selectman Young and passed by a vote of 3-0.