

Submitted by:

Approved by Selectmen:

8/18/21
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Adele M. Suggs
Admin Asst

**TOWN OF PHIPPSBURG
SELECTMEN'S MEETING MINUTES
June 16, 2021**

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

I. Adjustments

Vote: Selectman Mixon motioned to remove the signing of the Totman Library Trustee Oaths and just sign left over appointed officials' oaths. This adjustment was seconded by Selectman Levene and passed by a vote of 3-0.

II. New Business

1. Discussion of Selectmen Meeting times.

Selectman Levene has submitted a schedule of her summer conflicts with the Selectmen's Meetings. Selectman House explained that the Board will do their best to accommodate her schedule, but do not like to change the night of the meetings. Selectman Mixon added that they will try to keep the agenda's light on those nights in conflict.

2. Discussion of remote access for Selectmen.

Selectman Levene has requested access to TRIO and the Town's website. Selectmen Levene explained that she didn't want to change anything, she just wanted read access to be able to see further breakdown of warrants/budgets. Selectman House stated that it is not the norm for Town board or committees to have access. Selectman House also thinks that reports can be emailed to Selectman Levene, which was confirmed by Auditor, Bill Brewer, who was present. Selectman Levene feels uncomfortable signing warrants when she has questions and does not have access to the data, and she feels having read access to TRIO will give her the information she would like to have. Mr. Brewer added that of all the Towns he provides service to, this is the first request he has had for a Selectman to have access to the TRIO Program. Selectman House stated that she herself feels uncomfortable giving Selectman Levene access. She hasn't had the appropriate training and no Selectmen has ever had access before. Selectmen Levene will check with Lisa Wallace about getting on distribution for reports. Selectmen Levene is happy to start with this. Selectmen Levene would also like to improve and have access to the Town's website. Selectman House would like to see this delayed for a couple of months until a new Administrator is hired.

3. Consider the renewal of a Seasonal Liquor License for the Small Point Club.

There were no reports back from Police Chief, John Skroski, so the Board feels that there have been no problems in the past.

Vote: Selectman Mixon motioned to approve the above Liquor License renewal which was seconded by Selectman Levene and passed by a vote of 3-0.

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III. Unfinished Business

1. Discussion of Committee/Board/Commission Appointment Policy.

This policy has had many revisions. Selectman House asked if Chairman of the Planning Board, Marie Varian, received the final copy; she wasn't sure. Mike Young's name will need to be removed and Selectman Levene's put in his place as well as the date changed.

Vote: Selectman Mixon motioned to table the signing of the above Policy to next week which was seconded by Selectman House and passed by a vote of 3-0.

IV. Selectmen Comments and Announcements:

Effective yesterday, June 15th, the Transfer Station is open for summer hours Monday, Wednesday, Friday & Saturday from 8-4.

Selectman Mixon reminded those listening that boating season has started. Be respectful to the neighbors if you are parking at Town Landings, park where you belong and be courteous to those in the immediate vicinity. He also thanked all those who worked behind the scenes to make the Town Meeting go as well as it did last Saturday; it could have gone differently with the staff shortage, but the staff stepped up and he is very appreciative of all their efforts.

V. Review and/or Sign:

1. Payroll and Accounts Payable Warrants

Vote: Selectman Mixon motioned to sign Payroll Warrant #122 & Accounts Payable Warrant #120 which were seconded by Selectman House and passed by a vote of 3-0.

Vote: Selectman Mixon motioned to sign Accounts Payable Warrant #121 which was seconded by Selectman Levene and passed by a vote of 2-0.

2. Subsurface Wastewater Disposal System Variance Request (Holding Tank) for Joshua Bate at 24 Ruth Deck Landing.

The Board does not receive many of these requests, but it is standard practice for them to sign it. Codes Enforcement has reviewed and approved it.

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

3. Officials' Oaths

Vote: Selectman Mixon motioned to sign the remaining left over appointed officials' oaths, not to include the Totman Library Board of Trustees, which was seconded by Selectman Levene and passed by a vote of 3-0.

4. Municipal Quit Claim Deed for Marguerite L. Bassett (Map 011 Lot 26), for tax lien years 2017 - 2020.

Vote: Selectman Mixon motioned to sign the above Quit Claim Deed, which was seconded by Selectman Levene and passed by a vote of 3-0.

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VI. Public Forum

Marie Varian, Chair of the Planning Board, reported that at last night's meeting they were discussing the number of applications that have been submitted and expect more throughout the summer. They decided to start meeting earlier, beginning in July, at 4:00 p.m. on the second Tuesday of each month, to see how that goes. They will revisit this in August, if necessary. The alternative would be to meet twice per month.

VII. Executive Session

Meet in Executive Session per Title 30 M.R.S.A. 405 §6 A to open Town Administrator Applications.

Vote: At 5:31 p.m. Selectman Mixon motioned to go into Executive Session which was seconded by Selectmen Levene and passed by a vote of 3-0.

Adjournment

Vote: At 6:02 p.m. Selectman Mixon motioned to come out of Executive Session which was seconded by Selectmen Levene and passed by a vote of 3-0.

Vote: At 6:03 p.m. Selectman Mixon motioned to adjourn which was seconded by Selectman House and passed by a vote of 3-0.