

Submitted by:

Approved by Selectmen:

ame

Adele M. Suggs
Admin Asst

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**TOWN OF PHIPPSBURG
SELECTMEN'S MEETING
June 17, 2020**

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

I. Adjustments

Administrator Jones would like to add a \$500 donation from the Bath Rotary Club to the Community Garden Committee under New Business.

Vote: Selectman Mixon motioned to add the charitable contribution to the Community Garden Committee to the agenda which was seconded by Selectman House and passed by a vote of 3-0.

II. New Business

1. Meet with Chief Skroski to hear his recommendation for hire for the Parking Enforcement Officer position.

Selectman Young announced that last night himself representing the Selectmen, Chilloa Young representing the Public Safety Advisory Committee and Chief Skroski went through the interview process with Samuel Alexander from Harpswell. They are coming forward with a high recommendation that Sam be hired; he would be a great addition to the Law Enforcement Team. Sam introduced himself, stated he grew up in Harpswell on Route 123, graduated from Mt Ararat High School and is attending Central Maine Community College studying Criminal Justice. He lobstered with David Moody one summer; he grew up right on the water and is very thankful for that. He built his own boat with his grandfather. He has a lot in common with the Town of Phippsburg and a lot of relatives. Chief Skroski added that there had been an extended search for Parking Enforcement. Sam had been in the back of his mind for a while as they had met last fall. No one else has applied for the position. Sam was also a Brunswick Police Explorer. Sam presented himself very well last evening. Chief Skroski spoke with one of his references and they spoke very highly of Sam; the reference that Selectman House spoke to also spoke very highly of Sam. Chief Skroski stated that it's a tough climate out there right now, Sam understands that, is aware, and ready to take on this challenge.

Vote: Selectman House motioned to hire Samuel Alexander as Phippsburg's Parking Enforcement Officer which was seconded by Selectman Mixon and passed by a vote of 3-0.

Selectman Mixon asked Chief Skroski how Popham had been; he has seen three different days this week where the parking lot has been full. Chief Skroski replied that there had been an adjustment from last week because initially there was some confusion on whether the turning lane was going to be used like they normally do to park cars. The Chief recommended they do that to keep things as consistent as possible and less confusing. They are limiting the amount of cars allowed in the

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park but initially they didn't and it was turning into chaos. The next day it was switched and able to use the turning lane to fill it; explaining to people as they go inside about the limited spaces so they are upset with the booth staff. It has worked out much better. It will probably fill quicker over the next few days with the warm temperatures. There is definitely more traffic coming down through. Selectman House mentioned that when the Town sent a letter to Gary Best they asked about opening the park earlier and she asked Chief Skroski if there had been any talk about that. The Chief responded he had not heard any talk about that yet. The last time Chief talked with Sean they were still short on staff; they have seven lifeguards but are short on booth staff unless someone has been hired that he is not aware of. Selectman House feels that if the Park were to open at 8 a.m. it would help a lot and Chief Skroski agrees. Administrator Jones added that she has not had any response back yet from Mr. Best; she will call him. With half capacity it is more work - trying to manage it and parking the people. They will be recirculating more often trying to get back in. With Percy's lot being open there is more parking down there because all the spaces at the Fort are filling up. Selectman Mixon feels this will be short lived; they were just at the Planning Board discussing the Percy's lot so it may not be available all summer. Chief says anything in the interim will be helpful. Selectman Young stated the best way to track Popham is to go on the Parks and Recreation Site and sign up for e-mail or text so you can be notified when the Park is full. This link is also on the Town's website. Chief Skroski also stated the Kehl Chadwick, current Parking Enforcement Officer, has been doing a really good job for the Town and working really hard, putting in some hours as Parking Enforcement and training for transition to a Patrol Officer. Chief and Kehl have put up all new parking signs which was a lot of work. The next couple weeks as Kehl is doing more training he will have some extra hours. The Criminal Justice Academy mandates, for part-time reserve officers, they have to do the reserve school which is a two week program at the Academy. There is also an on-line segment prior to that. Before they are fully certified they have to ride with a full time officer for a minimum of 80 hours. Some departments train for 2-3 months. Selectman Mixon asked if the Town expended more hours than normal because of things related to COVID and if so should be capturing that data as it may be reimbursable under the MEMA/FEMA spreadsheet. Administrator Jones will make sure that Sam gets an employment package.

2. Consider accepting the following donation:

- \$500.00 from the Bath Rotary Club to the Community Garden Committee

Vote: Selectman House motioned to accept the above donation which was seconded by Selectman Mixon and 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: Town Meeting

Administrator Jones wants to talk about setting a possible date for Town Meeting and where to have it - possibly the school. The gymnasium is 3,360 square feet or 48' x 70' and will use those dimensions to figure out how many folks can fit in the gym. Selectman Mixon added, that just

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today, the square footage requirements changed to 5 people per 1,000 square feet which applies to retail stores specifically; it went from 3 to 5. Selectman Young has looked at the September calendar and was thinking of Tuesday, September 15 for the Town Meeting date, but we still will not know what the Governor's directions might be on September 1st. If the order is kept at 50 people we will be at where we are today trying to figure out an alternative way. Administrator Jones asked if there are any other spots to consider in town and there really isn't. Selectman Young read the description of using different meeting rooms and that wouldn't work at the school. Selectman Young would like to plan on a September 15 regular Town Meeting and hopefully will know by August if the Governor will increase the amount of people that could fit inside the gym and if not we might have to do a referendum ballot. Selectman House would like to adopt this year's budget, have a special Town Meeting later on if need be to address things like the contract for winter roads. Selectman Young recommends that we assume things are going to open up and we can have a regular Town Meeting in September. They will pick a date next week and also discuss reviewing budgets and getting a letter out to the different committees. Administrator Jones announced that there is a Budget Committee meeting tomorrow night and they will probably need to meet again one more time. Neither Kim nor Smokey is available on July 14th so Administrator Jones will contact John Morse to see if he can be the moderator. Selectman Mixon asked about the possibility of also using the Sportsmen's Club or the Fire Department as remote locations for Town Meeting if the gym at the school is at full capacity; will need to check if the rules state that the meeting needs to be held in the same building if using multiple rooms. This would cause a lot of frustration. There is also some frustration around the referendum ballot. Administrator Jones feels that the Town needs to be prepared in case a Town Meeting cannot be physically held so she wants to start drafting the warrant and compiling the articles by department. Suggestion was made to wait until August as hopefully we'll know more about what can or cannot happen in September. We; would need thirty days' notice if it goes to a referendum ballot versus 7 days if it's a physical Town Meeting.

Selectman Mixon asked about the removal of the recycling bins out in the Town Hall parking lot or waiting until a Town Meeting can be held. This will be put on next week's agenda for a formal vote. Administrator Jones will prepare a time line working back from the third week in September to prepare for Town Meeting. She has been in touch with the school and should be able to use the gym should a Town Meeting be held. Selectman House would like to know how many registered voters were at Town Meeting for the last 3-4 years. Administrator Jones asked if the Select Board was going to continue to start their meetings at 5:00 p.m. All were in agreement that they like the 5 o'clock start time and this item will be put on next week's agenda. Administrator Jones also asked about cancelling the Seasonal Taxpayer's Meeting. The Board was in favor of cancelling this meeting. Selectman House asked about Hazardous Waste Day and that will take place on August 15th. The Blessing of the Fleet has been cancelled. Selectman House asked if all town owned property and documents were back in Town Hall. All documents are but Lisa and Adele still have the laptops at home. There is no problem with them keeping the laptops at their homes.

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IV. Selectmen/Administrator Comments and Announcements:

Absentee Ballots are available!

Absentee Ballots are available at Town Hall, can request a ballot and take it home with you, or call and we'll send it to you. Absentee Ballots are encouraged. Selectman Young asked if the office had received any of the plastic shields for the ballot clerks during the election. We have not. Selectman House also mentioned that West Bath provided a box of 50 disposal face masks for the ballot clerks to use.

Candidates' Night – July 8th, 2020

Candidates' Night will occur on July 8th during the Selectmen's Meeting.

Vote on July 14th – State Primary and Municipal Elections/Referendum

Elections & referendum will take place at the Elementary School from 8-8. Selectman Young wanted to make sure that the posting included the referendum for the special town meeting warrant.

Selectman House still has food bags and pet food. If anybody needs anything please reach out; we can always get more. She also congratulated the Morse High School seniors that graduated on Saturday.

IV. Review and/or Sign:

1. Payroll and Accounts Payable Warrants

Vote: Selectman House motioned to approve Payroll & Accounts Payable Warrant 126 & 127 which was seconded by Selectman Nixon.

There were a couple of corrections on the Accounts Payable Warrant.

Motion passed by a vote of 3-0.

2. Selectmen's Meeting Minutes for June 10th, 2020.

Vote: Selectman House motioned to approve the above Meeting Minutes which was seconded by Selectman Nixon and passed by a vote of 3-0.

3. Warrant and Notice of Election for RSU-1.

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

Adjournment

Vote: At 5:45 p.m. Selectman House motioned to adjourn which was seconded by Selectman Nixon and passed by a vote of 3-0.