

Submitted By:

Approved by Selectmen:

Amber Jones

Amber L. Jones
Administrator

**TOWN OF PHIPPSBURG
SELECTMEN'S MEETING
MINUTES
August 22, 2018**

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

I. New Business

1. Consider creating a policy that outlines the rules of procedure for public comment in committee meetings, which could be adopted uniformly by all Town Committees and Commissions.
Administrator Jones commented that this draft came from MMA but it only addresses public input and asked the Board for feedback. Selectman Young mentioned that when they discussed preparing goals, one was to have Selectmen and Committee Meeting bylaws and that it is a good start toward that goal. The Board could adopt these bylaws and then send them out to the other committees so they can choose to adopt them as well. The suggestion was made to schedule a workshop to draft the bylaws and once adopted send out our by-laws to the other committees to review them. Joshua Bate from the public suggested discussing a time keeping element in the workshop, as one committee limits public comments to five minutes, but they cut you off in much less than five minutes; it's limited in Bath also. Selectman Young responded that the Board can set whatever they want for time depending on the circumstances. A workshop will be setup in mid-September to discuss this.

2. Consider the analysis of the damaged beam in the Sand/Salt shed from Lincoln / Haney Engineering Associates, Inc. and discuss the next remedial steps.

Vote: Selectman Mixon motioned to table this item because the Board not heard back from the contractor, which was seconded by Selectman Young, and passed by a vote of 3-0.

3. Consider accepting a \$689.00 donation from Friends of the Basin, for the Shellfish Committee.

Vote: Selectman Mixon motioned to accept the above donation, which was seconded by Selectman Young, and passed by a vote of 3-0.

Selectman Young read aloud the letter that came with the donation.

II. Correspondence

1. Thank you letter form the New Hope for Women for the Town's donation of \$500.00.
Letter will be kept on file at Town Hall if anyone wishes to read it.

2. Letter form Daniel Walker, Esq. of Preti Flaherty Attorneys at Law, asking for support for the "Raise the Floor Coalition", a coalition formed to promote legislation to make school funding more equitable across the State.

Administrator Jones explained that this was a unique request. Selectman Mixon stated that they are seeking donations from municipalities in order to lobby for restructuring the formulas by which the state distributes monies across the school system. Selectman Young added that the money goes toward a legislative campaign; \$1,000 minimum - \$15,000 maximum. Selectman Young asked Administrator Jones if she had heard back from RSU 1, but she had not. Board decided not to do anything about this at this time. Administrator Jones says if she hears back from Bill and the Board of Directors feels very strongly about this, we can bring it up again.

3. Letter from resident Joshua Bate, regarding concerns about road maintenance.

Selectman Read partially read the letter, but didn't complete it as people's names were mentioned and Selectman Read hadn't had the opportunity to speak with that person yet. Letter will be kept on file at the Town Hall should anyone wish to read it in its entirety.

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AK 9/12/18
Oliver 9/12/18
Jr 9/12/18

III. Courses, Meetings, and Seminars

1. 73rd Management Institute

Administrator Jones stated that she went to the Management Institute the week before last. It was very informative and she believes a lot of the stuff she learned will come in handy. They had attorneys from Bernstein Shur lead two sessions – one on bullying in the workplace, and one on harassment in the workplace; what to do in those cases and how to evaluate if that's going on in your workplace. They also talked about current cyber threats and how to prevent fraud. She will download all the materials and keep on hand to refer to in the future.

IV. Selectmen/Administrator Comments and Announcements:

Nomination papers available for RSU1 Board of Directors

Administrator Jones announced that there are two RSU1 Board of Directors restricted resident positions available as of August 13th. Deadline is September 24th. Openings are for three year terms and the election will take place on November 6, 2018. There is information about this on the Website if you are interested in running for one of these positions.

Site Walk for potential location of the Community Garden

Administrator Jones reported that the Select Board will do a site walk for the proposed site for the Community Garden next week, prior to the Selectmen's Meeting, on Wednesday the 29th. Will meet at 4:30 at the Sand & Salt Shed and can easily walk from there. Selectman Young stated that the Conservation Commission will be there also. Selectman Young also asked that when they come back from the site walk if they should go over to the field and look at that too.

V. Public Forum:

Joshua Bate had some questions about the road. He distributed a document to the Board with questions he would like to ask, along with some pictures and a diagram. He had questions about the discontinuance of roads and if the Board found anything about the roads selected that stands out statistically? Some of his questions were as follows: Bailey Road, when it was last maintained? Maple Street was listed as 966' on the Fact Sheet handed out at Town Meeting; it's listed as .3 miles on the RSMS Inventory – could you find out which it is? Bodwell Grange was also on the list and serves at least two dwellings, can you find out when it was last maintained? Captain John Parker Road is listed as .2 miles after the pavement ends, is it still Town owned and maintained? Lavery Lane and Newbury Point Road, when were they last maintained? Did the Town receive a bill for grading the Sam Day Hill Road and Young's Lane? How far out in the future are repairs going to be for Blacks Landing and Ridley's Landing? Will the Town improve conditions at Tide Mill Lane's intersection with Main Road? Mr. Bate mentioned he had a lot more questions as well.

VI. Review and/or Sign:

1. Payroll and Accounts Payable Warrants

Vote: Selectman Mixon motioned to review and sign the above, which was seconded by Selectman Young, and passed by a vote of 3-0.

Selectman Read had a question on the Raise the Floor Coalition as to whether it was a yearly contribution they were looking for or a one-time contribution; Administrator Jones answered by stating a one-time contribution.

VII. Adjournment

Vote: At 6:28 p.m., Selectman Mixon motioned to adjourn into a Winter Road Workshop, which was seconded by Selectman Young and passed by a vote of 3-0.

* Winter Road Contract Workshop