

Submitted by:

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Adele M. Suggs
Admin Asst

Approved by Selectmen:

10/7/20
[Signatures]

**TOWN OF PHIPPSBURG
SELECTMEN'S MEETING MINUTES
September 23, 2020**

The Selectmen convened at 39 Maple Street for a site visit at 4:30 p.m., and the regular selectmen's meeting convened at 5:01 p.m. at the Town Hall with Selectman Young, Selectman House, Selectman Mixon, and Administrator Jones present.

Selectman Young announced that a site visit was conducted at 39 Maple Street at 4:30 p.m. to take a look at Syd Roger's property which the Board has been doing for the past 2-3 years, to make sure his junkyard is coming into compliance.

I. Adjustments

Vote: Selectman Young motioned to add last week's minutes, 09/16/20, under review and sign which was seconded by Selectman House and passed by a vote of 3-0.

II. New Business

1. Present a plaque to Gary R. Read, an appreciation of service, honoring his years as a Selectman and volunteering in other capacities.

Selectman Young presented a plaque to former selectman, Gary Read, in appreciation for his many years of service. Mr. Read stated that it has been a privilege and honor to work with everyone and will continue to volunteer as much as he can.

2. Consider accepting a donation of \$1,000.00 from Rodger and Becky Cuthbert for the Goodwill Fund.

This donation has been made annually by the Cuthbert's for many years.

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

3. Discuss Town closures for October 12, 2020, Indigenous People's Day.

Administrator Jones explained that this came up because what is currently in the Personnel Policy states that both Town Hall and the Transfer Station would be closed on that Monday. Administrator Jones spoke with Transfer Station Supervisor, Charlie McKenney, last week and he would prefer to work on that Monday as they feel it is going to be a busy day, and are inquiring about Holiday Pay.

Administrator Jones explained to Mr. McKenney that the policy currently does not cover Holiday Pay for part-time employees (less than 35 hours/week) which the Transfer Station employees are classified as Mr. McKenney hits the 35 hours/week occasionally, but not consistently throughout the year.

Administrator Jones further went on to state that she does not believe that Transfer Station Attendant, Steve Freeman, is working 35 hours/week. Selectman Young stated that this has been brought up before. Section 3-B of the policy currently reads "This classification shall be assigned at the discretion of the Board of Selectmen, who may also grant additional benefits." This was done for the holiday back in

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July. Selectman House asked if Pine Tree Waste was working on Monday, October 12th. Administrator Jones will check into this. Selectman House further confirmed, that per the Personnel Policy, they can be paid Holiday Pay.

Vote: Selectman House motioned that if the Transfer Station attendants are able to work on October 12th and on Veteran's Day, November 11th, to pay them holiday pay, at time and a half which was seconded by Selectman Mixon as long as the hoppers get picked up and the Transfer Station is able to accept refuse.

If they cannot be open Monday, they will be open on Tuesday, October 13th.

Vote passed by a vote of 3-0.

This will hold true for the Parking Enforcement Officer if he will be working on these holidays. Administration Jones will check with Police Chief, John Skroski.

III. Unfinished Business

1. Discuss the status of clean-up at 39 Maple Street.

As Selectman Young stated in his opening remarks, the Board conducted a site visit at 39 Maple Street. Metal is starting to collect down there again. The Board spoke to Mr. Rogers about that and he feels that in October most of that metal will be removed. He has organized and working the piles and waiting for the market to come back so he can haul them off. The next site visit has been scheduled for October 21st at 4:30. Administrator Jones will remind Mr. Rogers of this visit as the date get closer.

2. Reconsider strategies to maintain a safe and healthy work environment and public services in response to the pandemic Covid-19.

Administrator Jones explained that the rest room in Town Hall has been closed for emergency use only, and the public coming in has been very respectful of that. Several people have come in and used the bathroom without asking this week, despite the sign on the door. Administrator Jones is asking that people remember that it's closed to the public and for employee use only due to COVID-19.

The opening of the Swap Trailer down at the Transfer Station is going smoothly. People are being patient and waiting in line. People understand that if they don't comply with the rules, it will be shut down and people really want the trailer open. Selectman Young offered up the Board's willingness to do anything that might be of assistance. Administrator Jones did provide "Enter" and "Exit" signs for them to use.

IV. Selectmen/Administrator Comments and Announcements:

Winter Hours at Transfer Station: Mon., Wed., Sat., 8:00 a.m. - 4:00 p.m.


Administrator Jones reminded those listening that the Transfer Station has gone to their winter hours which is Monday, Wednesday and Saturday from 8-4.

One-lane closures expected on Stoney Brook Rd. and Meadowbrook Rd.

Administrator Jones has not seen one-lane closures on Stoney Brook Road. Selectman Mixon responded

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by stating no work has begun on Meadowbrook Road. Selectman House added that there have been some one lane closures on Stoney Brook Road, but not much of a delay.

Selectman Mixon asked where the Town was at with Absentee Ballots. Administrator Jones responded by stating that the State has said the ballots will be received the first week in October. The Town has received nearly 400 absentee ballot applications thus far and a lot of people are coming in to register to vote. Selectman Mixon also asked if the Fire Station has been solidified to hold the elections. Administrator Jones stated that everything is all set and a plan has been set in place. A down payment to ServPro for the sanitizing service after the elections will be sent in tomorrow.

Selectman House asked Administrator Jones to run a comparison of the number of registered voters last November to current day. She would like to know the difference as there have been a number of out of state residents moving into Phippsburg. This figure should be considered as the census was probably already completed when people moved. Administrator Jones further stated that there is two weeks left in Phippsburg for the census to be completed.

Selectman Mixon reminded to continue tracking the COVID-19 expense spreadsheets. EMA Director, Gary Morong, is going to start pulling numbers and begin the reimbursement process now as opposed to waiting for a total. This may need to be done a couple of times throughout the system.

Selectman House still has food bags available at the Fire Department. RSU 1 younger students are not going back to school full time and she is not sure if parents are aware, but breakfast and lunch is available to the students for the full week, even when they are at home.

Selectman Young announced that he will be absent from next week's Selectmen's Meeting.

V. Review and/or Sign:

1. Payroll and Accounts Payable Warrants

The US Postal Service check of \$600 and changing of the check currently payable to Camden National needs to be changed to Card Member Services in the amount of \$220 will be removed from the Accounts Payable Warrant.

Vote: Selectman House motioned to sign Accounts Payable Warrant 30 with the two voids discussed, which was seconded by Selectman Mixon and passed by a vote of 3-0.

Vote: Selectman House motioned to sign Payroll Warrant 29, which was seconded by Selectman Mixon and passed by a vote of 3-0.

2. Selectmen's Meeting Minutes for September 9th and 16th, 2020

Vote: Selectman House motioned to approve the above Selectmen Meeting Minutes. The September 9th minutes were seconded by Selectman Mixon and the September 16th minutes

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were seconded by Selectman Young. Motion passed by a vote of 3-0.

The approved September 16th minutes will be emailed to Chris Sewall to accompany his aquaculture lease application.

Going forward Public Forum will be placed under Review and/or Sign on the Agenda.

Administrator Jones mentioned that she had received some phone calls about the Trump Flag in Center Pond. The Town has no jurisdiction on this as the pond is under the State's control.

Adjournment

Vote: At 5:28 p.m. Selectman House motioned to adjourn which was seconded by Selectman Mixon and passed by a vote of 3-0.