

Submitted by:

Approved by Selectmen:

1-11-20
10/21/20
Just
Ch

amk

Adele M. Suggs
Admin Asst

**TOWN OF PHIPPSBURG
SELECTMEN'S MEETING MINUTES
October 7, 2020**

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

I. Adjustments

Add Road Equipment Rental Contracts under New Business when discussing Winter Road Contracts.

Vote: Selectman Young motioned to add the above item under New Business which was seconded by Selectman Mixon and passed by a vote of 3-0.

II. New Business

1. Meet with Assessing Agent, Juanita Wilson, to indicate the target FY 2021 budget overlay and set the FY 2021 mil rate for property taxes.

Assessing Agent, Juanita Wilson, provided different scenarios for the Board to consider. To keep the same mil rate as it was last year at \$9.14 would give the Town an overlay of \$114,734. The year before the overlay was \$96,177. To go with a \$9.16 mil rate the overlay would be \$127,696. A mil rate of \$9.12 the overlay would be \$101,772. Selectman Young would like to see the mil rate stay the same as last year at \$9.14 with a little bit more overlay than the previous year. Selectman House added that anyone with a homestead exemption would see their taxes will be going down \$50.

Vote: Selectman House motioned to set the mil rate at \$9.14 which was seconded by Selectman Mixon and passed by a vote of 3-0.

Thanks were given to Ms. Wilson and her staff for all the long hours and hard work that went into this.

2. Consider the resignation of Shana Ferrara from the position of Comprehensive Plan Committee Secretary.

Ms. Ferrara sent in her resignation via email and stated that for personal reasons she will no longer have the time to fill this position. The committee is not holding regular meetings until COVID-19 is over so a replacement for Ms. Ferrara will not take place at this time.

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

3. Meet with Road Commissioner, Curtis Doughty, to review and sign the amended contracts for the last year of the current contract period as well as the road equipment rentals contract.

This is the third year of the Winter Road Maintenance Contracts so these contracts will be renegotiated next year. The new prices and dates are reflected in the contracts. The contracts are for Chris Cearbaugh-C & C Construction; Harry Doughty & Sons; Ted Gerow and Mark Jarrod Hawkes-Hawkes Tree Service. The Town has used these contractors for the past two years. The mileage rate this year is \$6,700 per mile.

Vote: Selectman House motioned to sign the amended Winter Road Contracts above which was seconded by Selectman Mixon and passed by a vote of 3-0.

Submitted by:

AME

Adele M. Suggs
Admin Asst

Approved by Selectmen:

10/24/20
[Signature]
[Signature]

Selectman Mixon commented that the Town should use up the cutting blades so there are none left at the end of the year.

The other contracts up for consideration are the Annual Equipment Rental Contracts for 2020-2021. Contracts are with Harry M. Doughty & Ralph C. Doughty. There are no changes to these contracts so they are the same as last year. These contracts are for the rental equipment of excavators, truck, triaxle, grader, wheeler, loader and dozer for general road maintenance.

Vote: Selectman House motioned to sign the Equipment Rental, non-winter, Contracts for Harry Doughty & Sons and R. Curtis Doughty 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.

A new Executive Order was just released and added municipalities to the description of public facilities and it referred to the original Order which required the wearing of masks. Administrator Jones added that there is still a lot of confusion about the new order, there are a lot of questions out there, and it is not clear if people are in their own office if they are still required to wear a mask. The definition of a public setting as per Executive Order 49 FY 19/20 includes "Portions of municipal, county, and state government buildings and grounds that are typically accessible to the public, including parking lots, walkways, lobbies, waiting areas, elevators, service desks and related hallways." A decision will need to be made as to whether the individual offices in Town Hall are considered a public area. Administrator Jones will get more clarification on this and it will be re-visited next week. The current policy recommends people wear masks when entering Town Hall and that will remain in place.

Vote: Selectman Young motioned to table the above discussion until next week when Administrator Jones has more information from List Serve which was seconded by Selectman Mixon and tabled by a vote of 3-0.

IV. Selectmen/Administrator Comments and Announcements:

Absentee Ballots available

As of today, 610 absentee ballots have been sent out which is a record for the Town. There is a link on the Town's web page where the state has a page that you can check to make sure that your absentee ballot has been received or you can call Town Hall because the Town has been receiving duplicates. Feel free to come into Town Hall to vote or you can request a ballot be sent to you via U.S. mail.

The number of registered voters in November of 2018 was 1,928; November 2019 - 1,911; and currently there are 1,943 registered voters.

Town Hall will be closed on Monday, October 12th for Indigenous People's Day.

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

Transfer Station is not open on Friday's; it's open Monday, Wednesday and Saturday from 8-4. However, it will be open on the holiday, Monday, October 12th.

Selectman Mixon added that the Transfer Station has been very busy. When he was down there on Monday there were 2-3 dozen fishable traps that have been set aside. If someone is looking for traps, these are ready to go other than having to put the weights (bricks) back in.

Submitted by:

am

Adele M. Suggs
Admin Asst

Approved by Selectmen:

10/21/20
[Signature]
[Signature]

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

Reno's Excavation has completed work on the Stoney Brook Road and they will be moving over to Meadowbrook Road.

Selectman House announced that the Senior Fair has been cancelled. People can look other places to receive their flu shots. CHANS is offering them at different locations; however, they will not be able to come to Phippsburg. Walgreens & CVS have flu shots as well.

Selectman Young asked the question about not having a Christmas Open House at Town Hall this year. It is assumed that there will not be one. However, The Legion Post will still decorate the outside of the building but no decorations on the inside of the building except for the inside window lights.

V. **Review and/or Sign:**

1. Payroll and Accounts Payable Warrants

Vote: Selectman House motioned to sign Payroll Warrant 33 and Accounts Payable Warrant 34, which was seconded by Selectman Mixon and passed by a vote of 3-0.

2. Warrant for Calling the Municipal Election for RSU-1 Board of Directors.

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

3. Selectmen's Meeting Minutes for September 23, 2020

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

4. Attorney retention form for Jessica Maher for her transfer to Troubh Heisler, LLC.

Jessica has been the Town Attorney for the past 8-9 years and the Board would prefer to stay with her.

Her hourly rate is going to remain the same and the Board sees no reason not to follow her when she transfers to her new firm.

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

\$1,100 has been received in donations for the George Bowker Memorial Bench. \$1,000 was received from returnable bottles at the Transfer Station. A notice will be placed on the website that Town Hall is accepting donations towards this bench. Donations can be brought directly into Town Hall or make checks payable to the Town of Phippsburg with "memorial bench" in the memo line. Administrator Jones will check with Dean Doyle who is coordinating the making of this bench to see if they are any pictures available that could also be posted around Town.

Adjournment

Vote: At 5:35 p.m. Selectman House motioned to adjourn which was seconded by Selectman Mixon and passed by a vote of 3-0.