

Submitted by:

Approved by Select Board:

10/27/21
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Adele M. Suggs
Admin Asst

**TOWN OF PHIPPSBURG
SELECT BOARD MEETING MINUTES
October 20, 2021**

The Select Board convened at 5:00 p.m. at the Town Hall with Chairperson House, Board Member Levene, and Administrator McLellan present.

Board Member Mixon was absent.

I. Adjustments

Vote: Board Member Levene motioned to add under New Business, the Community Resiliency Group Grant Application Proposal which was seconded by Chairperson House and passed by a vote of 2-0.

II. New Business

1. Consider appointing Erika Cramer to the Historic Preservation Committee for the remainder of a three-year term ending June 30, 2024.

Vote: Board Member Levene motioned to appoint Erika Cramer above which was seconded by Chairperson House and passed by a vote of 2-0.

2. Consider accepting the resignation of James Meese as a Trustee of the Totman Library. *Chairperson House read Mr. Meese's resignation letter aloud which was dated 10/12/21 and addressed to Gary Morong, Chair of the Totman Library Trustees.*

Vote: Board Member Levene motioned to accept the above resignation which was seconded by Chairperson House and passed by a vote of 2-0.

3. Consider accepting a \$600 donation to the Garden Club from the Kennebec Land Trust.

Vote: Board Member Levene motioned to accept the above donation from the Kennebec Estuary Land Trust which was seconded by Chairperson House and passed by a vote of 2-0.

4. Review and consider the draft lease between the Town and the Historical Society.

Due to the absence of Board Member Mixon it was recommended that this item be tabled until next week.

Vote: Board Member Levene motioned to table the above agenda item until next week which was seconded by Chairperson House and passed by a vote of 2-0.

5. Consider paying a stipend to the Deputy Harbormaster.

The Deputy Harbormaster was appointed through the end of this calendar year. Pay wasn't discussed nor was any pay budgeted for this position. Going forward there should be a line item considered for the deputy position.

Vote: Chairperson House motioned to pay a \$500 stipend to the Deputy Harbormaster from the regular salary account. If at the end of the fiscal year this account is running low, \$500

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will be transferred into that account from Selectman's Contingency. Motion was seconded by Board Member Levene and passed by a vote of 2-0.

6. Discuss newly enacted legislation.

Chairperson House wanted to bring this up as there is a lot of confusion with LD 1345; Freedom of Access Act by capping the fee for copying a public record at 10¢ per page, effective this past Monday. The Town sets a fee schedule each year. If someone comes in and asks for a property card, that is a public record, the Town can no longer charge \$1.00. Chairperson House has reached out to Allison Hepler to see what the Town of Woolwich is going to do. The Board needs clarification because even before this legislation, fee schedules were already in place. Chairperson House also reached out to State Representative, Jay McCreight for clarification. Administrator McLellan will also speak with other Administrators to see how they are reacting to the new legislation.

7. Planet Resiliency Group Grant Application Proposal.

Board Member Levene provided a copy of the proposal that is going to go for the GOPIF fund that is being put in from West Bath, Harpswell and Phippsburg. Phippsburg has chosen Acre Lot to be studied for King Tide, flooding events and sea level rise. Board Member Levene added that the Resiliency Pilot Project was formed with State Funds and asked the three towns to come together and talk about the risks of climate and sea level change. For this project, there are available funds for a grant. During the conversations had, the Town decided the best way to utilize these funds (\$28,000) was to look at the marine surface infrastructure. An engineering study will determine what will happen with a 3.9' sea level rise which will happen soon. The Acre Lot was chosen as there is a lot of engineering and maintenance that needs to be done on the dock. If the Board agrees to name the Acre Lot as the place to get some engineering work/study done then we should move forward with the Grant. Harpswell will be the fiscal agent. Friday is the deadline to submit this document to the State. Administrator McLellan will check with Board Member Mixon to see if he agrees with the Acre Lot being chosen and the engineering study done there or if he would like it done at Meadowbrook Boat Launch instead. The engineering will take place in the spring next year.

III. Correspondence

1. Notice of Claim from Stephen & Juanita Clark and Clifford & Linda Trebilcock.

Notice of Claim above was received by Administrator McLellan. The Claim was nine or ten pages long, so it wasn't read aloud. This is in reference to 30 Fuller Mountain Road and will remain on file at the Town Office. This claim is a perquisite before being sued. A copy of this claim has been forward to MMA.

IV. Administrator/Members of the Select Board Comments and Announcements:

1. Humane Society Rabies Clinic - Sunday, October 24th - 10AM to 12PM - Town Hall.

This clinic is for dogs and cats. Dog registrations are available at this clinic also.

2. Dog registrations for the upcoming year will be available at Town Hall from October 15th through December 31st without penalty.

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3. Absentee Ballots are now available at Town Hall as well as online. Deadline for requesting Absentee Ballots is 5 p.m. on Thursday, October 28th, unless it is a special circumstance.

This information is posted on the Town's website.

4. Trick or Trunk, Saturday - October 30, 2021, from 5:30-7 p.m. in the Town Hall Parking Lot. *There is a 20-car limit for this event, so sign up soon. If there are any questions, the poster is on the Town's Website.*

5. Saturday, October 23rd, from 10AM-2PM, there will be a drug/medication drop off in the Town Hall parking lot.

This event is being sponsored by the Phippsburg Police Department. Animal medication is also accepted. If bottled prescriptions are being brought in, please black out the name if possible. If not, it can be done once you arrive.

There are still open Committee Positions which are posted on the Website. Check for openings and get involved.

Chairperson House wished a Happy 90th Birthday to Geneva Beals. Saturday is the start of youth hunting. Be aware and wear orange.

V. Review and/or Sign:

1. Payroll and Accounts Payable Warrants.

Vote: Board Member Levene motioned to approve Payroll Warrant 37 and Accounts Payable Warrant #38 which were seconded by Chairperson House and passed by a vote of 2-0.

2. Select Board Meeting Minutes for October 6, 2021.

Vote: Board Member Levene motioned to approve the above meeting minutes which were seconded by Chairperson House and passed by a vote of 2-0.

Adjournment

Vote: At 5:26 p.m. Board Member Levene motioned to adjourn which was seconded by Chairperson House and passed by a vote of 2-0.