

Submitted by:

Approved by Select Board:

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Adele M. Suggs  
Admin Asst

*12/01/21*  
*Juth*  
*Chris*  
*SM*

**TOWN OF PHIPPSBURG  
SELECT BOARD MEETING MINUTES  
November 10, 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 Chris Mixon was absent.*

**I. New Business**

1. Meet with Glenn Theall to discuss Flood Mitigation Assistance Grant.  
*Mr. Theall is here to talk to the Select Board about the application process for this grant. Where Phippsburg is part of Sagadahoc County, they are very involved in applying for this grant. The landowner cannot apply for the grant; it has to go through the Town, if the Town agrees to participate, or it would have to go through the State. If the Town does participate, the town is responsible for a 25% stipend which Mr. Theall is willing to pay upfront. Mr. Theall cannot even fill out the application unless the Town agrees to work with him on this. He found this out through his insurance policy and these grants are available for mitigation if you're part of a flood policy program, which Phippsburg is. The deadline for the application is December 1<sup>st</sup>. If there are other citizens in Town that have flood insurance, these grants would be available to them as well.*  
*The County needs the Town's endorsement to proceed. Chairperson House would like to move forward, get this information out at the Post Office's, Center Store, Pine Tree Service Station, Town Website and on CATV to see if any other residents are interested. If the County and the State can help with guidance on the grant process Administrator McLellan is willing to work with them, Mr. Theall and Gary Morong, EMA Director. Mr. Theall will gather more information from the County and this item will be put on next week's agenda.*

**II. Unfinished Business**

1. Discuss newly enacted legislation, LD 1345.  
*Administrator McLellan asked on List Serve if anyone else was concerned about this new legislation and doing anything with their schedule of fees; he received no responses. The Schedule of Fees for the Town will remain as is, however, the Board will revisit the schedule in the next few weeks for updating.*  
**Vote: Chairperson House motioned to remove LD 1345 above from Unfinished Business which was seconded by Board Member Levene and passed by a vote of 2-0.**

2. Office Admin Support Job Description.  
**Vote: Chairperson House motioned to table the above job description until next week which was seconded by Board Member Levene and passed by a vote of 2-0.**

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*[Signature]*  
*SBL*

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

1. Dog registrations for the upcoming year are available at Town Hall through December 31<sup>st</sup> without penalty.

2. Town Hall will be closed for Veteran's Day, Thursday, November 11<sup>th</sup>.

3. Town Hall closure for Thanksgiving - no Select Board Meeting.

*Town Hall will close on Wednesday, November 24<sup>th</sup> at 1:00 p.m. It will also be closed on November 25<sup>th</sup> & 26<sup>th</sup>. On the website, under Town Notices, there is also a listing of all holiday closures for the remainder of 2021. There will be no Select Board Meeting on November 24<sup>th</sup>. Other than Christmas Day, the Transfer Station will have their regular winter hour schedule.*

*Chairperson House had mentioned last week about seeing if Santa Claus could come visit outside with the kids. The Rec Committee would like to have an answer soon so they can put it in their flyer. Board Member Mixon did check in with Santa and he can come on December 17<sup>th</sup>. It was discussed and decided to have him arrive at 5:15. There will be hot chocolate, Christmas lights, and possibly some singing of Christmas Carols. Everything will be outside. Chairperson House will relay this onto the Rec Committee. If anyone would like to help, let Town Hall or the Rec Committee know.*

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

1. Payroll and Accounts Payable Warrants.

**Vote: Board Member Levene motioned to review and sign Payroll Warrant 43 and Accounts Payable Warrant #44 which were seconded by Chairperson House and passed by a vote of 2-0.**

2. Select Board Meeting Minutes October 27<sup>th</sup> and November 3<sup>rd</sup>, 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.**

3. Treasurer's Reports for October 2021.

**Vote: Board Member Levene motioned to table the above Treasurer's Report which was seconded by Chairperson House and passed by a vote of 2-0.**

*Administrator McLellan added that it is hunting season and wearing orange is good practice. He reminded that people using the trails on the Phippsburg Land Trust should wear orange and be mindful that there is potential for hunters on those trails. Be cautious and aware.*

**Adjournment**

**Vote: At 5:45 p.m. Board Member Levene motioned to adjourn which was seconded by Chairperson House and passed by a vote of 2-0.**