

Submitted by:

Approved by Selectmen:

1/6/21


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Adele M. Suggs
Admin Asst

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

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

I. New Business

1. Establish a routine for shoveling entrances at Town Hall, and consider opening the Maintenance position again for year-round maintenance of the Town Hall and grounds.
This came about as there was snow piled up in front of the main entrance to Town Hall after the last big snow storm and there was not any sand or salt at Town Hall. Selectman Young has since gone to the Transfer Station and got some sand and salt. In the past, the staff has been responsible for shoveling. The board has been asked to have someone come in to do the shoveling. Someone from Pine Tree usually shovels the Library and then the volunteers take care of it during the day. Selectman Young and Mixon do not have a problem coming in to shovel the front door so the counter can open up. During the storm itself the staff will take care of any snow removal. If the board knows that a storm is coming, someone will shovel out the front. Selectman Mixon commented in the past we have not had enough hours to have a paid maintenance position viable for the Town. Selectman Young is going to ask Steve Freeman, who is already an employee at the Transfer Station, to see if he might be interested in doing the maintenance for Town Hall. Selectman House suggested maybe to offer Mr. Freeman one day per month for things that need to get done. Selectman Mixon thought it would be a good idea to use the pool they have at the Transfer Station for people to fill in when needed. Selectman Mixon also suggested putting some money in the budget for a property management type person to call when larger repairs or maintenance is needed. If Town Hall gets low on sand, someone will contact Selectman Young and he will refill.
2. Review town-owned property, formerly owned by the Estate of Marguerite L. Basset, (Tax Map 11, Lot 26) and consider bidding out for sale.
This property is located in Parker Head Village next to the old sludge field. The land abuts town-owned parcels 21 and 25. The past due taxes are \$8,032.30. Property has foreclosed for 2017 and 2018; 2019 is next. The Board has received a request from an individual who is interested in purchasing the property. The Town Meeting Article requires that notification be made to the Town Lands Management Committee, Town Landings Committee, Conservation Commission and the Phippsburg Land Trust before a prospective sale can be authorized by Town Meeting, being publicly advertised or put to public bid. The first step the Board needs to take is to notify those committees that they are going to be putting this property out to bid. There is also a Selectmen's Policy on tax-acquired property that states if the property is sold back to the prior owner there is no need to vote on it at Town Meeting as long as the regular warrant articles pass each year, which it did. The prior owner, at the discretion of the Selectmen may purchase back the property upon payment of unpaid taxes; taxes that would have been paid had the land or building not been town-owned, with lien costs and interest. Disposition of the property will be by Quit Claim Deed. The procedure for selling tax-acquired property to someone other than the prior owner is a specific warrant article authorizing the sale to be voted on at Town Meeting. The property then needs to be put out for bid. The Board will receive and open the bids and make a decision on whether to sell it for the price listed in the bid. Everyone gets a chance to bid on it, not just the person asking to purchase the property. In the past, a letter has been written to the prior owner letting them know the property will be going out for bid in case they want to purchase their property back for the back taxes, and if they choose not to do that, there will be a

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Town Meeting Warrant and be placed out to bid after that.

Vote: Selectman House motioned to send a letter to the previous owners letting them know this is their last chance to get their property back and to get the process moving, which was seconded by Selectman Nixon and passed by a vote of 3-0.

A letter will also be sent out to the different committee's stating the Board has received a request for purchasing this property, a warrant article will be brought up at Town Meeting and for the committees to give the Board their thoughts on this.

II. Unfinished Business

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

Posters have been put up at Town Hall and the Transfer Station. There are two exemptions for the staff working in private offices. The first one is to allow them, if they are in a private space and it is closed off, to be able to remove their mask. Selectman Young had sent an e-mail to the staff and they are all wearing masks 100% of the time and that is what they want to continue to do whether they are in an office by themselves or not. The second one is to authorize them to temporarily remove their masks if they want to eat or drink something and they are at least 6' away from any other person.

Vote: Selectman House motioned to follow the Governor's mandate to allow eating and drinking when the public is not present and at least 6 feet from another person, which was seconded by Selectman Nixon and passed by a vote of 3-0.

III. Selectmen/Administrator Comments and Announcements:

Holiday Hours

Holiday hours are closing at 1 p.m. tomorrow, closed Christmas Day on Friday and the same for New Year's Eve closing at 1 and New Year's Day closed.

Selectman Nixon extended his thanks to the Fire Department, Town Hall staff and the School for facilitating Santa's visit yesterday. The kids were excited to see him.

IV. Review and/or Sign:

1. Payroll and Accounts Payable Warrants

Vote: Selectman House motioned to sign Payroll Warrant #61 and Accounts Payable Warrant 62, which was seconded by Selectman Nixon and passed by a vote of 3-0.

There is no Selectmen's meeting next week. The next meeting will be January 6th.

Discussing the status of the Maple Street clean up needs to be added to the next agenda.

Adjournment

Vote: At 5:32 p.m. Selectman House motioned to adjourn which was seconded by Selectman Nixon and passed by a vote of 3-0.