

EMF

5/25/22
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**TOWN OF PHIPPSBURG
SELECT BOARD MEETING AGENDA
May 11th, 2022**

The Members of the Select Board convened at 4:45 p.m. with Chairperson House, Board Member Mixon, and Board Member Levene. Administrator McLellan was absent.

I. Adjustments

Add to New Business, consider bid proposal for Wallace Circle reconstruction. House motioned to add. Mixon seconded. Approved 3-0

II. New Business

1. *Consider signing an Order of Discontinuance for the Mill Road and setting a date for a public hearing. Last week the Board voted, and it was approved. Today they signed and set the date for May 25th at 5pm for the public hearing. Mixon motioned sign the order of discontinuance and set the public hearing date as May 25th. Levene seconded. Approved 3-0*
2. *Meet with Town Clerk/Tax Collector to consider salary reviews for each position. Town Clerk/ Tax Collector Lisa Wallace was present. The select board and the budget committee recommended the tax collector at \$38,600, and town clerk at \$18,000. Wallace requested \$47,250 and \$18,100. These salaries would be valid for 2 years. The treasurer will not be looked at for 3 years from now. Mixon questioned how the numbers were calculated. Wallace explained that her numbers are calculated based on what other towns are currently paying and based on a 5.9% cost of living increase. Mixon explained that based on his conversations and calculations, 40% of the time is dedicated to tax collector, 30 % treasurer, 30% town clerk. He took 2000 hours and broke that down into 800 hours a year (40% as tax collector) and 600 hours a week as treasurer and clerk. Mixon said that it is difficult to compare this situation to any other town's situation because many of the other similar positions have collateral duties as well. House explained that the Maine Municipal Survey is not a good reference to use since Town Clerks in different towns have different duties. Wallace compared the West Bath position to Phippsburg's and explained that based on the Board's reasoning, the Town is underpaying more than just her positions. House stated that if the Board added \$2,000 to Wallace's wages, Wallace would not be happy with that. Wallace explained that the wages offered in Phippsburg do not match other town's wages. Levene stated that although West Bath's weekly schedule is based on a 40-hour week compared to Phippsburg's 35-hour week, Lisa is still working a 40-hour week. Levene and Mixon had a brief discussion as to how to calculate the separation of duties. Levene then talked about employee morale and how salary considerations impact others. House motioned to recommend Tax Collector at \$40,600 and keep the rest where they currently at. Levene seconded. Wallace did not agree with the Town Clerk agreement. House stated that to proceed with Wallace's request, a special meeting would have to be held with the budget committee and so on. Levene asked if Wallace would settle for an additional \$500. Wallace stated that it's short by \$2,125. Levene suggested House had split the difference in wages to come to the solution that was offered to Wallace. House stated that if the warrant must be changed, a special meeting will have to take place and it would have to be agreed upon before it goes to the printers. House suggested the Board could proceed or not, but special meetings would have to be held. Vote resulted in a 2-1 vote. Wallace disagreed with Mixon's vote. House suggested that a discussion happen with the Budget Committee, Wallace asked to be invited to that meeting.*
3. *Consider bid proposal for Wallace Circle reconstruction. There were two bids Aceto Earthworks \$180846 and Pratt & Sons \$271700. Mixon noted that the difference seems to come from materials.*

Mixon motioned to approve the Aceto Earthworks. Levene seconded. House noted that the Aceto estimate cost is closer to what the road committee had in mind. Approved 3-0

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- I. **Unfinished Business - NONE**
- IV. **Department and Committee Reports - NONE**
- V. **Correspondence - NONE**
- VI. **Courses, Meetings, and Seminars - NONE**
- VII. **Administrator/Members of the Select Board Comments and Announcements**
The culvert study is happening at 5:30 at the Phippsburg Elementary School.
- VIII. **Review and/or Sign:**
 - 1. Payroll and Accounts Payable Warrants.
Payroll 102 Mixon motioned to approve. Levene seconded. Approved 3-0
Accounts Payable 103 & 104 . House recused from 104. Mixon motioned to approve. Levene seconded.
Approved 3-0
- IX. **Public Forum**
- X. **Executive Session**

Adjournment

- Public Hearing, Route 216 Culvert Study Presentation, Phippsburg Elementary School, 5:30PM.