

Submitted By:

*Amber Jones*  
Amber L. Jones  
Administrator

**TOWN OF PHIPPSBURG  
SELECTMEN'S MEETING  
MINUTES  
December 12, 2018**

Approved by Selectmen:

*Oh*  
1/30/19  
*pr*  
1/30/19

*The regularly scheduled Selectmen's meeting convened at 6:00 p.m. at the Town Hall with Selectman Read, Selectman Mixon, Selectman Young and Administrator Jones present.*

**I. Adjustments**

*Selectman Young acknowledged that Assessing Agent, Juanita Wilson had stated that the property owner who applied for a voluntary tree growth withdrawal, has withdrawn their application thereby removing the first item under New Business. Selectman Young suggested that since Road Commissioner, Curtis Doughty was present, he could replace the first item under New Business.*

**II. New Business**

1. Meet with Road Commissioner, Curtis Doughty.

*Mr. Doughty requested an additional driver. The driver would need to be qualified/certified. If he gets his CDL he would need to undergo a drug and alcohol test. If he becomes an employee of the Town, the Board would need to see his current driving record. Administrator Jones will work with Mr. Doughty to ensure all of the necessary paperwork is turned in. Per the Winter Maintenance Contracts, both the Board of Selectmen, and the Contractor (equipment owner) have the authority to approve who operates the equipment.*

**Vote: Selectman Young motioned to hire Aaron Doughty to operate the Doughty equipment providing all the requirements of the Personnel Manual are met, which was seconded by Selectman Mixon, and passed by a vote of 3-0.**

2. Consider accepting a donation of \$300.00 from the Popham Circle and a donation of \$100.00 from Katherine and Dan Hinckley for the Fisherman's Museum (Murphy House).

**Vote: Selectman Mixon motioned to accept the above donations with thanks, which was seconded by Selectman Young, and passed by a vote of 3-0.**

3. Consider holding a workshop to discuss the change requests from the new owner of 7 Sea Street, formerly the Durgan property, where a Consent Agreement defining allowed variances, is already in place.

*Selectman Mixon stated that when the previous owners sold their home, a title search revealed that they were approved for two dwellings and that he had added an unpermitted kitchen, enclosed a deck, etc. In order to bring it back in compliance they removed one of the kitchens and took care of several other items. A Consent Agreement was put into place. The new owner's would like to make amendments to the Consent Agreement which bring the house into closer compliance with the Town's ordinances. Administrator Jones spoke with MMA Legal along with the Codes Enforcement Officer and their recommendation is to revise the Consent Agreement. Selectman Young recommends that Selectman Mixon and the Codes Officer*

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*prepare a draft agreement and run it by the Town's Attorney. Selectman Mixon stated that he would work with Mr. Rainey to draft a revised agreement then bring it back to the Board.*

4. Consider Town Hall closure or partial closure for the dates of 12/24/2018 and 12/31/18, the Mondays of Christmas Eve and New Year's Eve.

**Note:** Selectman Mixon motioned to close Town Hall on 12/24 & 25, close at one o'clock on 12/31, closed on 01/01 and for the Selectmen not to meet on 12/26, which was seconded by Selectman Young, and passed by a vote of 3-0.

**III. Unfinished Business**

1. Meet with resident, Sidney Rogers, to consider his next steps in compliance with the Consent Agreement he has with the Town to clean up a junkyard violation. *Selectman Young stated that he and Selectman Read visited Mr. Rogers last month and Mr. Rogers was not home. Selectman Young asked Mr. Rogers about the status of the clean-up, as it appeared that not much had been done since the prior visit. Mr. Rogers stated that half of the air conditioners are gone and still working on tires. Selectman Mixon asked if Mr. Rogers had an estimate on how long it will take to remove the other half of the air conditioners - Mr. Rogers response was "another month." Selectman Mixon stated that it's going to be hard going forward with the winter months coming. Selectman Read reiterated that the air conditioners, tires and propane tank removal were in the agreement. Selectman Young shared his frustration in how long this is taking to complete. Selectman Mixon asked Mr. Rogers if the Board could do anything to help the process. Selectman Young would like to revisit in January.*

**IV. Selectmen/Administrator Comments and Announcements:**

New Website - go-live date December 19<sup>th</sup>

*Administrator Jones announced that given the family emergency in the office she would like one more week and have the new go live date be December 19<sup>th</sup>.*

**Note:** Selectman Mixon motioned to revise the go live date on the new website from 12/12 to 12/19, which was seconded by Selectman Young, and passed by a vote of 3-0.

Holiday Open House - December 13<sup>th</sup> 5:30 p.m.

*Administrator Jones reminded that tomorrow night is the Holiday Open House. Hope to see a lot of people there. It will begin at 5:30 with Santa will arriving at 6 o'clock.*

Spirit of America Award Ceremony - December 20, 2018 9:30 am

*The award ceremony for the Spirit of America Award is December 20<sup>th</sup> at 9:30 a.m. at the Courthouse if anyone is interested in attending and cheering on Merry Chapin.*

*Selectman Mixon stated that winter is here so be careful driving. Crews were out last night and made our roads safe. Thank you. The town appreciates your efforts.*

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

1. Payroll and Accounts Payable Warrants
2. FY2018 MD&A (Management Discussion and Analysis)
3. Selectmen's Meeting Minutes for October 2018, (the 10<sup>th</sup>, 17<sup>th</sup>, 24<sup>th</sup> and 31<sup>st</sup>)
4. Training certificates for Chief John Skroski

**Vote: Selectman Mixon motioned to review and sign Payroll/Accounts Payable Warrants with two amendments, recused himself from Warrant 51, which was seconded by Selectman Young, FY 2018 MD&A, October Selectmen Meeting Minutes, which was seconded by Selectman Young except for 10/10 which he was not present for which was seconded by Selectman Read, and Training Certificates for Chief Skroski, and passed by a vote of 3-0.**

**Adjournment:**

**Vote: At 6:40 p.m. Selectman Mixon motioned to adjourn to go into an Employee Review Workshop to set the schedule of reviews for December 2018 and determine the review format, which was seconded by Selectman Young and passed by a vote of 3-0.**