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**TOWN OF PHIPPSBURG
SELECT BOARD MEETING AGENDA
January 24th, 2024**

*The Members of the Select Board convened at 5:00PM with
Board Member House, Board Member Read, and Administrator McLellan present.*

I. Adjustments.

1. *Add to New Business "Meet with Harbor Commission to discuss potential ordinance amendment" Read motioned to add. House seconded. Approved 2-0.*
2. *Add to New Business "Accept a resignation from William Totman as Library Trustee" Read motioned to add. House seconded. Approved 2-0.*

II. New Business

1. *Consider a Capital request from Town Landings Committee Chair, Chris Mixon. Mixon requested \$10,000 for cement planks at the Bowker Landing. Read motioned to take up to \$10,000 out of the capital account. House seconded. Approved 2-0.*
2. *Consider accepting a \$200 donation to the Goodwill Account from Tanya Cushman. Read motioned to accept. House seconded. Approved 2-0.*
3. *Meet with Harbor Commission to discuss potential ordinance amendment. Buell Heminway stated that the committee is considering adding some definitions of mooring classifications and under general regulations they would be able to review mooring fees annually, but the fees would be set by the Select Board. They also want to propose adding classifications to that section of the ordinance. 2 additional classifications would be added, non-resident and rental moorings. A commercial piece may be adjusted as well. Under mooring fees, there would be an increase across the board (commercial would still be free). Heminway also mentioned the new online portal, onlinemooring.com. The new portal allows the Town to map moorings online. The committee is also looking into acquiring a \$36,000 boat to help the Harbormaster access the water. House asked if there are any grants to help cover the charges for the boat. She also suggested selling the boat the Town owns already to help cover charges. Heminway hopes the Town could get, at best, \$4,500 for the boat. McLellan asked about financing and suggested that as an option. He also suggested asking for an appropriation from the town at Town Meeting to supplement. Currently, there is no Harbormaster Capital Account. House suggested making a Capital Request to the Budget Committee. Mixon suggested checking the Department of Defense LEO program for surplus vehicles. House suggested a Capital Account be created for going forward. McLellan mentioned that if you are going to review mooring fees every year, then there would need to be an ordinance amendment those years to change the fees. This could impact what is collected when since moorings are renewed every calendar year.*
4. *Accept a resignation from William Totman as Library Trustee. Read motioned to accept the resignation. House seconded. Approved 2-0. House read a letter of Thanks from the Morong's.*

III. Unfinished Business - NONE

IV. Department and Committee Reports - NONE

V. Correspondence

1. *Letter from William H. Brewer, CPA, RE: Audit Fiscal Year 2023 - On File at Town Hall*

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VI. Courses, Meetings, and Seminars - NONE

VII. Administrator/Members of the Select Board Comments and Announcements

1. Dog Registrations available at Town Hall. Late fees apply starting February 1st.

VIII. Review and/or Sign:

1. Payroll and Accounts Payable Warrants.
 - a. Payroll Warrant - #72 - \$16,824.36 *Read motioned to review and sign. House seconded. Approved 2-0.*
 - b. Accounts Payable Warrant - #73 - \$26,455.31 *Read motioned to review and sign. House seconded. Approved 2-0.*
2. Select Board Meeting Minutes - December 13th, 2023. *Read motioned to review and sign. House seconded. Approved 2-0. Amended to add January 10th and January 17th, 2024. Read motioned to review and sign. House seconded. Approved 2-0.*
3. Treasurer's Reports - March, April, May, June, July, August, September 2023. *House motioned to table Read seconded. Tabled 2-0.*

IX. Public Forum -

1. *Mavie Varian, Planning Board, announced a meeting for Tuesday January 30th for those who need help filing storm damage paperwork.*
2. *Chris Mixon, Emergency Management Director, spoke with FEMA about the recent storms and FEMA stated that there are programs that could help - contact Naomi at MEMA for private citizen assistance. Continue to report damage. Mixon asked McLellan to see if the State had filed any claims on behalf of Popham. FEMA asked Mixon what Phippsburg's procurement policy is, as a town. Without a policy, we will be tied to the state's \$10,000 procurement policy. Mixon needs to talk to Jared about a \$27,000 + cleanup invoice. If we must follow the state's policy, the Town will be required to put the job out for bid. Mixon said that the fixes at Cat Cove and Acre Lot Wharf are in the works.*

Adjournment - *Read motioned to adjourn to a workshop at 5:48. House seconded. Approved 2-0.*

- Budget Workshop