

Submitted By:

Approved by Selectmen:

Amber Jones

Amber L. Jones
Administrator

**TOWN OF PHIPPSBURG
SELECTMEN'S MEETING
MINUTES
May 22, 2019**

Chm 5/27/19
MJ 5/27/19
JWA 5/27/19

The Selectmen convened for a site visit at 5:00 p.m. at 39 Maple Street. The regular Selectmen's Meeting convened at 6:00 p.m. at the Town Hall with Selectman Mixon, Selectman Young and Selectman House present.

I. Adjustments

Vote: Selectman Young motioned to table the \$100 donation for the Bike Rodeo so as to gather more information, Item #6 under New Business, Item #1 under Correspondence, and Items #2 & 3 under Review and/or Sign, as the Administrator is unable to be at tonight's meeting, which was seconded by Selectman House, and tabled by a vote of 3-0.

II. New Business

1. Consider accepting the following donations to the 2019 Bike Rodeo:

- \$25.00 gift card from Reny's
- \$250.00 from Small Point Baptist Church
- \$100.00 gift card from WalMart
- \$150.00 from Hawkes Tree Service
- \$38.62 from Cash Donation Can

Vote: Selectman Young motioned to accept the above donations to the 2019 Bike Rodeo, which was seconded by Selectman House, and passed by a vote of 3-0.

2. Consider accepting a donation of \$100.00 from Paul & Claudette Gamache for the Goodwill Fund.

Vote: Selectman Young motioned to accept the above donation, which was seconded by Selectman House, and passed by a vote of 3-0.

3. Consider the estimate from Hawkes Tree Service to suppress the Browntail Moth population around Town Hall.

Vote: Selectman Young motioned to table the above until next week, which was seconded by Selectman House, and tabled by a vote of 3-0.

4. Discuss selling the sweeper component to the tractor used at the Transfer Station.

Selectman House stated that this has been talked about for quite some time and asked if this could be put out to bid. Selectman Young agreed that this would be a good idea.


Vote: Selectman House motioned to put the above sweeper out to bid for auction after speaking with the Road Commissioner and getting his recommendation on a minimum bid. Selectman Young asked if a minimum should be put on it. Selectman Mixon stated that he would not know what the appropriate minimum would be. Selectman House asked if they should speak to Curtis Doughty. Selectman Mixon thought that would be a good idea.

The motion was seconded by Selectman Young, and passed by a vote of 3-0.

5. Meet with Gary Morong to discuss Rule #13 in the Selectmen's Policy on the Use of Town Buildings and Associated Grounds.

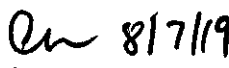
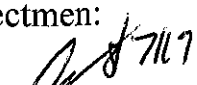
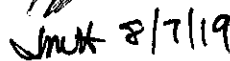
Mr. Morong stated that the Library Trustees review their policies each year and that they require

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insurance for anything; meetings, events or otherwise, that take place in the meeting room. Selectman Young explained that in 2013 the Board contacted their insurer and were told that the Selectmen should set the maximum number of attendees for use of Town Buildings and to look at the risk of holding events. The Town's insurer wanted the Town to ask for a Certificate of Insurance (COI) from each group, but did not make it mandatory. The language in Rule #13 suggests that for a meeting, a COI is not required, however, if an event is held (assuming a larger attendance) the Selectmen can require proof of insurance. A maximum attendance was not defined because you cannot predict what it will be. Mr. Morong pointed out that the Library's policy is stronger than the Selectmen's policy. Selectman Young expressed that groups who normally use the building should provide their policy, and that smaller groups should not have to produce a COI. Selectman House spoke to Marcus Ballou (MMA Risk Management, Member Services Supervisor) to confirm, and he stated it is difficult to set a maximum for a public meeting. Mr. Morong didn't come to the Selectmen to change their policy, he just wanted some clarification. Selectman Nixon asked if the Board's recommendation was to remove the second sentence of Rule #13 and Selectman Young responded yes.

Vote: Selectman Young motioned to remove the line in Rule #13 that reads "A Certificate of Insurance will not be required for just meetings," which was seconded by Selectman House, and passed by a vote of 3-0.

6. Consider renewal of Liquor License for Small Point Club (Bob Kennedy).

Vote: Selectman Young motioned to renew the Liquor License for Small Point Club, which was seconded by Selectman House, and passed by a vote of 3-0.

III. Unfinished Business

1. Meet with Sidney Rogers to discuss the status of clean-up of the junkyard violation at 39 Maple Street.

The Select Board did a site walk before the Selectmen's Meeting. The Board did not see the need to bring in Mr. Rogers. He is making progress and the Board will continue to monitor the situation. The Board scheduled June 19th at 5:00 p.m. for the next site visit.

IV. Selectmen/Administrator Comments and Announcements:

Office closed on Memorial Day - Monday, May 27th

Selectman House thanked everyone who came out and voted for her, and expressed that it is good to be back.

Selectman Young asked that people drop off flags that they would like to dispose of properly at the ceremony on June 8th hosted by the American Legion Post. Leave tattered flags at the Town Hall or at the Transfer Station.

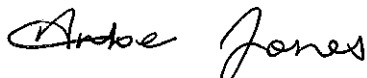
Selectman Nixon thanked those who came to support the Bike Rodeo. There have been a lot of donations. This program is paid for strictly by donation; it's impressive they can do what they do.

V. Review and/or Sign:

1. Payroll and Accounts Payable Warrants

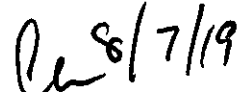
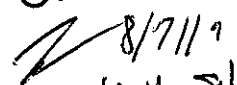
Vote: Selectman Young motioned to review and sign Payroll & Accounts Payable Warrants with a possible change to one of the accounts payable invoices, which was seconded by

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Selectman House, and passed by a vote of 3-0.

VI. Public Forum:

Michelle Morong asked if there were any funds available to print more of the 200th Anniversary town map or facsimile thereof. A lot of people coming into the library see it, as it is still posted, and would like to have a copy. Selectman Young will send out an email to Dennis who did it before to see if he can print up 100 more and what the charge would be. The Library is willing to help with the cost of printing.

Selectman Young asked if the Library had any Observer books to sell; the Library does not have any. Selectman Young will check to see how many books are left. It would be nice if the Library could sell them.

Gary Morong mentioned that a new flag is needed at the Library. Selectman Young asked him to check with Administrator Jones as there may be some at Town Hall. Selectman Young needs some flags for the Memorial Site, so a flag order may need to be placed. Mr. Morong also stated that they underwent a Safety Audit. They need to provide a list of personal protective equipment used at the Library. Mr. Morong doesn't feel qualified to do a risk assessment and was asking if the Town already had policies that they could follow/match. He just wants policies that match and are simple. A 60 day extension has been granted to them to come into compliance. Selectman House will do some research on what is out there that could be tweaked to fit their needs.

Ashley Thayer would like to thank Thomas Read for his years of helping out with camera operation at the Selectmen's Meetings. Anyone who wishes to volunteer to do this would be great.

Adjournment

Vote: At 6:50 p.m. Selectman Young motioned to adjourn, which was seconded by Selectman House and passed by a vote of 3-0.