

Submitted By:

Amber L. Jones
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Administrator

**TOWN OF PHIPPSBURG
SELECTMEN'S MEETING
MINUTES
June 5, 2019**

Approved by Selectmen:

Am 8/21/19
My 8/21/19
Just 8/21/19

The regular Selectmen's Meeting convened at 6:00 p.m. at the Town Hall with Administrator Jones, Selectman Mixon, Selectman Young and Selectman House present.

I. Adjustments

Selectman Mixon would like to add one item under Unfinished Business; to discuss loading the tires of the Front-end loader at the Transfer Station.

II. New Business

1. Meet with Jarrod Hawkes to consider his estimate (Hawkes Tree Service) to suppress the Browntail Moth population around Town Hall.

Selectman Mixon asked Mr. Hawkes to explain the process and the product that will be used. Mr. Hawkes stated that on the flowering trees they will use a product that after it dries it's friendly and not harmful. Mr. Hawkes would spray the trees around Town Hall, then around to the Recycling Bins, then behind the Fire House. A systemic soil application should suffice for the trees around the parking lot which goes into the ground, is not harmful and allowable for use in the Shoreland zone. Selectman House suggested that Mr. Hawkes might be able to get a donation from the Fire Department for that portion of the treatment. Selectman Mixon asked Mr. Hawkes if he knew if RSU 1 was doing anything at the Phippsburg School. Mr. Hawkes donated doing some injections on some trees around the playground and the two out front as you cannot do any spraying at schools.

Vote: Selectman Young motioned to accept Hawkes Tree Service estimate of \$1,140.00 for browntail moth treatment from Town Hall to the Fire Station, check with the Fire Chief to make sure it's okay with him, and look into a donation letter for the difference, which was seconded by Selectman House, and passed by a vote of 3-0.

2. Consider changing item #2 in the Selectmen's Policy on Meeting Agendas and Minutes to allow for an earlier posting of the upcoming Agenda. (From close of business the Tuesday prior to the meeting, to Friday).

The Board reviewed and discussed the two options for the rewrite of this item. They were all in favor or Option 2 which reads "The Town Administrator will make every effort to prepare the agenda by close of business Friday prior to the meeting but in no case should it be posted later than the Tuesday prior."


Vote: Selectman Young motioned to go with Option 2 stated above for the change to Selectmen's Policy on Meeting Agendas and Minutes, which was seconded by Selectman House, and passed by a vote of 3-0.

Administrator Jones will send out an email to department heads and Purse Line Bait and post on the Website that this will go into effective July 1st.

3. Discuss the memo from Assessing Agent, Juanita Wilson regarding the Town's website, the assessing information therein, and end-user feedback.

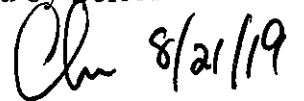
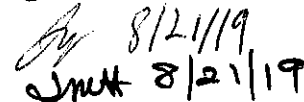
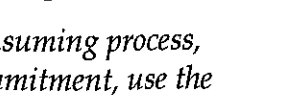
Selectman Mixon read aloud the Memo from Ms. Wilson dated May 22, 2019 regarding the above. Ian Bugler responded via email. Administrator Jones explained that there are two broken links on the Assessor Page of the Website. Administrator Jones will attach the working links to the Property Cards Page which should fix that problem. She believes the property card issue is a TRIO glitch. Selectman

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Young will take a look at it before Administrator Jones contacts TRIO. It is a time consuming process, about two days. Selectman Young stated that when we load this in October, after commitment, use the live file and make sure all of the sketches are in there. Administrator Jones would like to attempt to get it corrected now.

4. Vote, pursuant to Title M.R.S.A. Section 2253, to appoint Edward J. Cherian to the Budget Committee for his second, one-year term ending June 30, 2020.

Vote: Selectman Young motioned to appoint Edward J. Cherian to the Budget Committee for his second, one-year term ending June 30, 2020, which was seconded by Selectman House, and passed by a vote of 3-0.

III. Unfinished Business

1. Will determine the value, and bid out the Transfer Station's tractor sweeper component, the Sweepster, Model no. M-21260MH-022, Serial no. S-0922029.

Selectman Mixon called Chad Little. The Town purchased the sweeper for around \$4,000. It has seen very little use. Chad Little thought that the Town should see about a \$3,000 return for a private sale. Selectman House asked if we could trade it for something else; nothing has been identified that is needed or wanted at this time. Selectman Young questioned as to whether the minimum bid should be \$2,000.

Vote: Selectman Young motioned that the Transfer Station tractor sweeper component be put out to bid, with a \$2,000 minimum bid, which was seconded by Selectman House, and passed by a vote of 3-0.

Administrator Jones asked if there was a deadline date. Response was close of business, July 1st.

2. Discuss updates on tire loading for the front-end loader at the Transfer Station.

Selectman Mixon said there was some miscommunication with JCB. The price that we were looking at for filling the tires with calcium was about \$3,500. We have identified that it's not calcium, it is foam we're looking at, and the price has changed to about \$1,700 per wheel. There are several different ways to go about it. Having the tires filled is cheaper than buying new tires. Curtis Doughty suggested buying a set of tires and rims so they can be changed out when we don't want loaded tires. (The understanding being; that when the vehicle is turned in, it would be without loaded tires.) A new set of replacement tires would cost approximately \$6,000. The rims are about \$1,800 a piece, without shipping. So it will be around \$13,000 for another set of rims and tires. The other thought is that we go through a winter, try it, see how much we do and build the money into the budget next year. The drawback is that it is needed for the Transfer Station.


Vote: Selectman Young motioned to spend \$6,800 out of the Transfer Station Account to load the tires on the front-end loader, which was seconded by Selectman House, and passed by a vote of 3-0.

IV. Selectmen/Administrator Comments and Announcements:

A waiting list has begun for moorings at Small Point - area is congested.

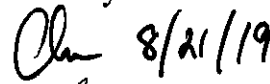
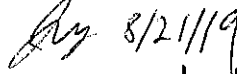

Administrator Jones had a visit from the Harbor Master. He informed her that there is a congested area for moorings at Small Point; a waiting list will be created for all new moorings in this area.

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RSU-1 Budget Validation Referendum Election, Tues. June 11th 1:15 pm – 7:00 pm at Town Hall.

Administrator Jones reminded that on Tuesday, June 11th, the RSU-1 Budget Validation Referendum Election is happening at Town Hall from 1:15 pm – 7:00 pm.

Selectman House announced that she believes that the deadline for Absentee Voting is tomorrow, Thursday, June 6th. Selectman House also congratulated all the recent high school graduates; "Great job."

Selectman Young announced that the Legion Post will be doing a flag disposal burning ceremony, to properly dispose of US flags, on Saturday, at 10:00 a.m. in the Town Hall parking lot. The area from the recycling container down to Town Hall will be roped off on Friday night to set up.

Selectman Mixon reminded residents using Bushy Isle View or Meadowbrook Landing there is construction going on to the property adjacent to that. Tendency is to park on the left hand side of the road and now there is a driveway there so people need to be courteous. There will be signs going up. There is additional parking up around the corner if the parking lot is full.

V. Review and/or Sign:

1. Payroll and Accounts Payable Warrants
2. Selectmen's Meeting Minutes for March 6, 2019

Vote: Selectman House motioned to approve the Payroll Warrant but recuses herself from Accounts Payable Warrant 109. Selectman Mixon seconded the Payroll Warrant and passed by a vote of 2-0. Selectman Young motioned to approve the Accounts Payable Warrant after Administrator Jones looks at the CMP bill, which was seconded by Selectman Mixon and passed by a vote of 2-0. Selectman Young motioned to table the Selectmen's Meeting Minutes which was seconded by Selectman Mixon and passed by a vote of 2-0.

VI. Public Forum:

Adjournment

Vote: At 6:46 p.m. Selectman Young motioned to adjourn into a workshop to discuss FY 20 goals, which was seconded by Selectman House and passed by a vote of 3-0.

- ❖ Selectmen's Workshop to discuss FY20 goals.