

Submitted By:

Amber Jones

Amber L. Jones
Administrator

**TOWN OF PHIPPSBURG
SELECTMEN'S MEETING
MINUTES
July 17, 2019**

Approved by Selectmen:

WJH 9/18/19
Ch 9/18/19
Mr 9/18/19

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. New Business

1. Consider the request by CATV Station Manager, Gary Morong for the capital purchase of a new Nexus server for streaming services, along with a new laptop, keyboard and cooling system, all of which will be purchased from the CATV Capital account.

Mr. Morong stated that it's not actually a keyboard but a new hard drive. He also stated that we are looking up to \$20,000.

Vote: Selectman Young motioned to allow Mr. Morong to take \$20,000 from the CATV Capital Account for the purchase of a new Nexus Server for streaming services, along with a new laptop, storage hard drives and a cooling system, was seconded by Selectman House and passed by a vote of 3-0.

II. Meet with Bill Najpauer, Planning and Development Director of MCEDD, for information on the update to Phippsburg's Comprehensive Plan.

Mr. Najpauer distributed a handout to those present, and explained that the update to Phippsburg's Comprehensive Plan will be relatively simple compared to the former process, and because of the sophistication of the existing plan, (which had a lot of input from the community) Mr. Najpauer recommends a revision process for our next plan, that uses expertise of the Comp Plan committee. He explained that his organization, MCEDD, would handle the routine elements and most of the drudgery of the revision process. The committee would receive a draft copy of the revised inventory for review and changes, but most of the committee's time would be spent evaluating existing policies and creating new ones based on current priorities. This would likely begin with a review of the former plan's priorities to determine whether or not the Town met their goals, and later the committee would decide if those priorities are still important to the community. The time frame for revision is approximately 18 months with one meeting a month, completing one to two sections per month. The balance of time would be spent revising those policies and getting current. If the revision starts in the fall, we would shoot for a 2021 Town Meeting date for approval. Because of the sophistication of the existing plan we will be concentrating mostly on policies, which really are the heart of the plan. After the revision is complete and approved by the Town, the committee's energy will focus on implementation.

To start Mr. Najpauer would like to form a committee of 15 members, hold a scoping session to determine who will be the chair, how to organize the meetings, and how to proceed with the agenda items. If a bus could be acquired, a bus tour of the Town with the committee members has worked well in other communities. Next, a discussion could be held to discuss if the committee will reformat any part of the plan. Any manner the Town's chooses to move forward at the committee's discretion. The last step in the process is public participation. There will be a minimum of two public hearings at the end of the process. The committee should reflect the community, so it should be comprised of different people from all over the community.

Resident, Merry Chapin, asked about how much the Town pays for MCEDD's services. The response

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Olin 9/18/19
L 9/11/19*

was that the County pays the dues to this organization and there will be an additional \$6,000 which will continue to be on the Warrant at Town Meeting. \$4,000 has already been approved, and all information will be posted on the Town's website. Mrs. Chapin also asked for clarification on whether or not the Comprehensive Plan process would involve sub committees, and Selectman Young clarified that for the revision process, forming one committee is the goal. Resident Gordon Moore asked if Mr. Najpauer could speak more on the review and acceptance process. To which Mr. Najpauer explained that after revisions have gone through the public hearing process, and have been approved at Town Meeting, the plan is submitted to the State for review. They provide a checklist that must be met and then parts of the plan are divvied up between various State agencies, mostly environmental agencies, for review and comment and suggested additions if there are any. Mr. Moore then asked whether or not there are penalties if some criteria aren't met. To which Mr. Najpauer explained that the goal is to have the plan deemed compliant with the State. The reason the plan must be compliant, is so that the Town is then eligible for grant funding. Selectman Young added that the Comprehensive Plan is the basis for the Town's ordinances; it becomes important to have a consistent Comprehensive Plan if the Town ends up in court, because the validity of ordinances can be called into question. Selectman House asked if the State doesn't accept the plan, would the Town then have to vote on the changes again? Mr. Najpauer answered, that it depends; but a lot of times environmental agencies will recommend smaller corrections, not halting the process. Mr. Moore then posed a question about process: he asked if through the revision process and the effort to be compliant with the State, if there is a chance the end product becomes "pro forma" rather than addressing the actual local issues, and asked if there are pressing issues that need to be dealt with? Related to that question, Charlotte Moore asked if the State comments on whether or not a Town has met their goals. Mr. Najpauer explained that the State is only looking for a specific set of criteria. Administrator Jones interjected that the Committee will ask themselves those kinds of questions, and should come to a consensus on priorities. Mr. Najpauer agreed that the Committee will review past priorities and whether or not they've been met and then set the future goals. He mentioned that the success of a plan (to the community) is based on what was implemented. Selectman House mentioned that she would like to prioritize affordable housing. Mr. Moore continued to speak to accountability in the process, and the importance of the Committee asking whether or not the Town has met their goals. Mr. Najpauer mentioned one municipality that addresses this question annually; they review their plan every January and shed light on the status of the goals they set, so they don't lose track of their priorities.

III. Selectmen/Administrator Comments and Announcements:

Given the previous discussion regarding the Comp Plan, Administrator Jones asked that if anyone is interested in being on the Comp Plan Committee - Please call the Town Office or email the Administrator.

Zerbini Circus July 18th

Tomorrow night the Zerbini Circus at the PES Field.


Hazardous Waste Day July 20th

This Saturday Hazardous Waste Day is happening from nine to noon, at the salt shed.

Selectman House announced that the Totman Library will be having a Book Sale on Saturday & Sunday from nine to two; also, next week the 22nd through the 25th during their normal hours.




Selectman Young announced that on Saturday the Veterans BBQ & Ceremony at the Sportsman's Club

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put on by the local Legion Post which will begin at noon.

Selectman Nixon wanted to pass on that Berry's Mill Road will be closed the 22nd through the 2nd due to culvert replacement. May want to make alternative arrangements if traveling into Bath.

IV. Review and/or Sign:

1. Payroll and Accounts Payable Warrants
2. Selectmen's Meeting Minutes for April 10th, 2019

Vote: Selectman Young motioned to approve and sign the Payroll and Accounts Payable Warrants as well as the Selectmen's Meeting Minutes above. Selectman House seconded the Payroll & Accounts Payable Warrants. Selectman Nixon seconded the April 10th Selectmen Meeting Minutes. Payroll & Accounts Payable Warrants were passed by a vote of 3-0. Selectmen Meeting Minutes were passed by a vote of 2-0.

V. Remaining Oaths considered on June 26th, 2019, reappointments of officials to serve from July 1, 2019 to June 30, 2020.

Selectman Young reviewed the remaining oaths and reappointments that needed signature. He also announced that there are still two openings on the Center Pond Fishway. Administrator Jones will have a list of vacant positions next week.

Vote: Selectman Young motioned to approve and sign the remaining oaths and reappointments, which was seconded by Selectman House and passed by a vote of 3-0.

Vote: Selectman House motioned to approve and sign John Young's oath, which was seconded by Selectman Nixon and passed by a vote of 2-0.

Vote: Selectman Young motioned to approve and sign Julie House's nomination papers, which was seconded by Selectman Nixon and passed by a vote of 2-0.

VI. Public Forum:

Shellfish Committee member Terry Watson, was in the public and wanted some explanation regarding the Shellfish License Sale that was sold to a non-resident when it should have been a resident license. Administrator Jones addressed the situation and how it was being remedied. Selectman Young further explained the situation. The Shellfish Committee will need to meet to approve the DMR's recommendation.

Adjournment

Vote: At 7:15 p.m. Selectman Young motioned to adjourn which was seconded by Selectman House and passed by a vote of 3-0.